



Meeting Logistics & Information

Date	Wednesday – October 21, 2020	Attendees
Time	9:00 – 11:00 AM	Mike Browne, Rob Salcido, Mike Turns, Joe Rando, Rich Martin, Betsy Ames, Nick Jones, Chris Mazzola, Dillon Swol
Meeting Type	NEHERS Alliance – Board Meeting	Non-Attendees
Facilitator	Mike Browne	Kevin Hanlon
Web Link	https://global.gotomeeting.com/join/122221509	Special Guests

Meeting Motions			
<i>Motion #</i>	<i>Description</i>	<i>Movement</i>	<i>Favor/Oppose/Abstain</i>
1	To increase hourly rate to \$33, add 6 hours of paid sick time per year, maintain 10% training bonus.	Motion by Joe Rando Second by Rob Salcido	8/0/0
2	To approve the minutes from the September Board meeting	Motion by Mike Turns Second by Nick Jones	8/0/0
3	To approve Accounts Payable of \$9462.95	Motion by Nick Jones Second by Joe Rando	8/0/0
4	To open a Five College Credit Union account	Motion by Nike Jones Second by Rich Martin	8/0/0
5	To adjust table in NEHERS manual to not include floors/ceilings adjacent to unconditioned space in conditioned volume	Motion by Mike Browne Second by Chris Mazzola	8/0/0
6	To add Addendum 34 Minimum rated features for a QA file to end of NEHERS manual chapter six	Motion by Mike Browne Second by Joe Rando	8/0/0
7	To make changes presented in the Policy & Procedures doc regarding trainer selection criteria, which includes 50% price/50% technical	Motion by Joe Rando Second by Rich Martin	6/0/2
8	To close	Motion by ??? Second by ???	???

ADMINISTRATIVE ITEMS:

- RESNET renewal applications are due by October 31, 2020. need curriculum updates from PSD and the BER, they said they would get them to us, but haven't gotten them yet
- Email Hosting Question RL Martin is webmaster/IT support company, change coming by end of year, host our website and our email/listserves, they are letting go of the email part of their services, so we will need to migrate email service over to someone else, RLM will be making a recommendation as to what is best fit for us.
- Review Board Handbook Board Handbook is done. Betsy would like us to review it and get approval. Do the general sections adequately represent who we are and what we're about? Also, individual sections for different positions. Betsy reviewed doc with the group and provided an overview of each section.
- Betsy's Annual Review Board reviewed performance self-evaluation doc.
 - **Joe Rando – Motion to increase hourly rate to \$33, add 6 hours of paid sick time per year, maintain 10% training bonus. Second – Rob. Approved unanimously.**

SECRETARY'S REPORT (Mike T.)

- Approve minutes from September
 - **Mike T motion to approve, Nick second, approved unanimously.**

TREASURER'S REPORT (Nick)

- Annual Financial Report We're down a little bit YTD from last year. Training revenue is down ~\$21K but profit only down ~\$3K because of lower expenses. Bread and butter in terms of income is membership dues, remains steady, is impressive, should be biggest focus moving forward. Major spend this year has been updating the utility costs in the manual, which is a one-time fee, came out of a designated account for the manual. Everything else pretty consistent with last year, nothing warranting additional conversation. Saved ~\$900 in credit card fees this year, kudos to Betsy for digging into that.
- Approve AP Chris Flanagan – need to do ACH transfer. Doing well on aging – nothing outstanding.
 - **Nick motion to approve AP \$9462.95, Joe Second, unanimously approved.**
- Review Credit Union Options Doesn't make sense to invest but does make sense to split it and put some of it into a local credit union. Betsy recommends Five College Credit Union. Got an overview of what the paperwork would be. It's mostly a security issue in case one account gets hacked or something we'd still have funds to keep going. Minimum balance in People's account of \$35K for the type of account we have that allows ACH transfers. Nick thinking keeping \$80K in primary and \$20K in new account, this would cover expenses including a training. Betsy would go a little higher because training fee is \$15K and exam fees is \$4-5K. Nick thinks \$70/\$30 is fine, want to check to make sure Five College will allow us to do external transfers. Betsy will check. Betsy – we should add Mike B as a signer for redundancy.
 - **Nick motion to open a Five College account, Rich Martin second, unanimously approved.**

NOMINATIONS COMMITTEE (Chris)

- Approve slate of candidates for 2021 **All incumbents running again except Rob. Ask new nominees which category they want to run in, then do vote via email.**

MANUAL COMMITTEE (Dillon)

- Discussion of volume calculations- RESNET sub-committee update from Mike B. **Mike B. - Unconditioned space volume, conditioned space volume, Peter Harding made a matrix of what each included, RESNET added it as an informative appendix and it conflicted with the standard. Volume of floor or ceiling above unconditioned space is included, which is not consistent with common practice and language in the standard doesn't support that. RESNET to amend the table and NEHERS should change it in the manual too. Does anyone include floors of unconditioned basements? Chris – no.**
 - **Mike B. moves to adjust table in manual to not include floors/ceilings adjacent to unconditioned space in conditioned volume, Chris second, unanimously approve.**
- Addendum 34 **Minimum rated features for a QA file. Should put in QA chapter of the manual. Mike B agrees.**
 - **Mike B moves to add to end of chapter six. Joe second, unanimously approved.**
- RESNET 310 – What do people think about RESNET 310 (HVAC QI)? Do we want to get it into the manual? Rob suggests we hold off on that because there are probably going to be changes as things get fleshed out in the software. It's a good idea but wait a little. Mike Browne agrees.
- Big picture - Dillon is hoping to have more time and be able sit in on more of the other committee calls. That is his goal moving forward. Maybe readdress some of the recommendations from the survey. Mike B is impressed by how much the manual is being used, maintaining it is valuable, it is a core of the organization.

TRAINING COMMITTEE (Joe)

- Update on how Fall 2020 training went **Training went well, sounds like PSD has it as a fairly well-oiled machine, pass rate was not as high as recent trainings, so have a call scheduled with Emelie, but course evaluations were good. Betsy – \$10K profit, much higher than others, don't have final invoice yet so could change a little. Mike B heard from three people in same company, two owners failed test and employee passed. Employee was impressed with the training and had good things to say about it even though he barely passed the test. Joe – had debrief call right after, was valuable, Ethan/Emelie had suggestions, pass rate could be outside the curriculum, worked on more interaction. Overall looks good.**
- Proposal for updates to policies and procedures for evaluating training bids **Previous policy was heavily weighted toward cost, we don't necessarily need to make a profit, but we need to make sure we have robust training. It is currently 75% cost, 25% technical, Joe proposes a 50/50 split. Betsy – two trainers have different pricing structures, the BER has pre-recorded training and is based on # of attendees, PSD is all live, so has fixed price. If we base decision on price the BER will always win. Mike B – recorded training is being put out by other national orgs and offered more often. Are we trying to compete with that model or are we trying to go above and beyond with more hands-on type training like PSD does? Betsy – we have been trading off between the trainers, handoff is tricky if a training is split between orgs. National orgs don't have as much access to trainers and we always have a more interactive field portion. Mike B likes 50/50 change. Joe – want to resolve this today so we can prepare for winter**

training. Betsy - Training description doc doesn't address whether trainer gets both online and field portion, will be addressed in RFP. Current doc says if you bid on this training you can't bid on next training, defeats purpose of competitive bid. Do we still want to do 2-year contract for online portion? Mike B – can we have parallel tracks? Live trainings happen 2-3 times per year, but also have canned training available. Joe also wanted to touch on this. Do we want to go to more trainings? Currently offer 3 trainings a year, could we offer two canned and two live trainings per year? We're also promoting PHIUS and ES MFNC training through our website.

- **Joe motion to make changes presented in the Policy & Procedures doc, which includes 50%, Rich Martin second, Mike T and Mike B abstain, all others vote “aye”**
- Discussion of bid process for 2021 Need to develop a new plan. Current – two years of online to one trainer and alternate the classroom portion. Short term contracts or long term? How do we keep it competitive? Joe recommends adding more training. Betsy – the BER can run a training and turn a profit at 4 students. Until they went to pre-recorded version their bids were close to PSD's. We could fit in more training at the end of the year. This would be a question for the BER on how many to run, 2? 3? Mike B – concern is that students would be siphoned off by more canned training. Betsy – break even is around 10 students for PSD-run trainings. Mike B – We could give PSD two consecutive trainings and then have the BER do theirs at the end of the year. Joe – we don't have to redesign the wheel, we want competition, but there is a benefit to have two different training styles. Doesn't have issue with 2 years of training like it is now. Mike B – what if it were a 2-year proposal with 2 spring trainings in prerecorded format, separate RFP for 2 fall trainings to do in a live format? Betsy concerned about 2-year contracts because of uncertainty around COVID. Mike B – we can try it out for one year then. Reduces competition but we didn't have competition in the first place. Joe – seems fair, not competitive at all. Betsy – the BER could bid against PSD for live, not sure if PSD could offer a prerecorded training, but they do record their training, so maybe they could. One RFP for first half of year, another for second half.
- **Owning our own curriculum** All the training organizations must update. If we continue to maintain it could help other potential trainers become trainers. Betsy – are we just talking about an outline or the slides too? Mike B – just outline. PSD/the BER might appreciate getting the updates too. Betsy – do we need a committee for this? Mike B – good point, should include trainers. Joe – could open to potential bidders from across the country and create competitiveness. Betsy – reminder that you must be a NEHERS member. We have an independent trainer member category. Mike B – maybe something to consider for next year, not the current cycle. Joe – will add to docket for discussion with training committee
- **Expand our offerings (ES MFNC, PHIUS, targeted trainings, etc.).** We have marketing agreements with PHIUS now. Have gotten some interest in doing other trainings but no suggestion for expanding our offerings. We have a lot on our plate already and we want to do what we do well.

STANDARDS (Rob)

- Review past year and what has been discussed, passed/failed Mike B. – this is so much work, thank you so much Rob. Rob – shared list of standards and addenda we have reviewed and commented on,



interpretation requests. HVAC QI – RESNET was considering including it in 301 (then gets included in IECC ERI) or only in MINHERS, we pushed for inclusion in 301 and RESNET put it in.

- Review what is to come in the future with Standards.
 - 300 committee not onboard with guarded testing
 - We can submit continuous maintenance proposals whenever we want, maybe the committee should be more forward looking and propose things (e.g. embodied carbon).

WEBINARS (Rich/Betsy)

Betsy - had a pretty robust series this year including a couple paid sponsors.

- Do we want to run a Spring Expo? Chris – wanting to develop a better change of contacts for presenting webinars. Do a day-long series of presentations. Mike B – seems like it would be a lot for us to pull off. Chris – yeah it would be a lot, maybe bring up again later.
- Increasing capacity of using Facebook and LinkedIn for publicity. Chris – can we do Facebook Live for our webinars?
- Do we want to include something about a different standard at the end of each webinar to increase attendance? Joe – highlight CEUs more. Mike B thinks highlighting a standard each time is a great idea. Coordinate with the standards committee for topics.
- Do we want to do away with the “Meet the Candidates” webinar? Mike B – lets treat it like a standards update (an add-on to another topic). Chris – We’re trying to do an annual webinar with RESNET presenting. Can we roll this into that? Leave this up to the prof dev subcommittee.
 - If so, what do we want for the December webinar this year?

MEMBERSHIP AND COMMUNICATIONS

- Strategizing for increasing membership **tabled**
 - Programs
 - Sponsors
 - Providers

ENERGY CODES

- 2021 IECC getting close to being finalized.
- Massachusetts amendments and stretch code development.
- NH and CT utilities are looking at savings attribution models. Looking at doing it in next year or two. Public meetings to help support this getting done.