**Minutes for October 8th, 2013 NEHERS Board**

**Time: 3.00 pm Web link:** https://global.gotomeeting.com/join/801830933

Or, call in using your telephone.

Dial +1 (805) 309-0027 Access Code: 801-830-933 Audio PIN: Shown after joining the meeting

Meeting ID: 801-830-933

Attendance, Eurihea Speciale, Bruce Bennet, Emelie Cuppernell, Lois Arena, Peter Harding, Laurie DiDonato, Mike Browne, Matt Dudley, Tony Lisanti

Absent: Enoch Lenge,

Announcement/Reminder

* Appoint Nominations Committee
  + Lois, Peter
  + Nominating committee meeting Wednesday to start the process and solicit candidates
  + All other members are in the middle of two year terms, if anyone cannot continue please let the board no soon – Eurihea will ask all members to verbally commit to finishing 2nd year
* Training Provider issues
  + Lively discussion during executive committee meeting. How does the board want to approach the issues found with Clean Edison.
    - They are not an accredited training provider, but use accredited trainers?
    - Anyone know who is training this class? (they reached out to several other trainers last minute)
    - RESNET stated that they need a formal complaint filed
    - Eurihea received complaints from two students from Clean Edison training – classes were canceled but students were not notified. The students reported being trained by a trainer not accredited by RESNET, two field exams were done on the same home
    - Does the Board want to take action on this?
    - Motion by Bruce to Draft a letter of concern, second my Mike – motion passed unanimously
      * They are not operating in the best interest of the industry
      * Does RESNET do any QA on training providers?
      * Make a recommendation for regular reporting by trainers to RESNET to include:
        + Trainer, accredited provider, test houses, pass rate?
      * Mike Browne will call and see if they still need a proctor

Secretary’s Report (Emelie)

* Approval of minutes of last meeting
  + June – not yet written up
  + September – on drive
  + Meeting minute approval tabled until next month

Treasurer’s Report *(Lois)*

* Financial update – we need a separate account for manual funds, Emelie will look into opening a new account, Sierra needs access, Lois needs to be a signer
  + Eurihea recommends “community bank”
  + Eurihea made a motion for Emelie to open up checking account for manual funds at community bank, Second by Matt, approved
* Payables authorization
  + Motion by Lois to approve $4406, includes RESNET renewal, Second by Eurihea - approved
* Separate account for Manual funds – update
  + We have received and paid one for $800 and this is the only one we have paid
  + One invoice for Lauren coming up, Tony will let Laurie know about deadline for submitting invoices for the month in order to be paid for that month
* Invoices for Manual

New Discussion Topics

* RESNET Board of Directors election nominations
  + Mike Browne – needs to submit Bio to Eurihea
* Meet the candidates webinar to be only a recording that members can listen to
  + Allows NEHERS to run additional technical webinar each year
  + Date of call – *New (Peter and Lois to come up with a date)* 
    - *Have a list of questions for them as part of the interview? Peter will bring this up with the nominating committee, include annual membership update for the members*
* MA Green Career Conference summary – Laurie
  + Similar feelings that the HERS Rater market is saturated with Raters
  + Got 9 new people on the mailing list
  + Nice session on MA workforce training funds, we are approved for the grant (express grant allows 50% reimbursement)
    - Training someone unemployed or a veteran can get $5,000 from the state

Training Committee *(Bruce)*

* Rater Training Update
  + Discussing different ideas for reaching new/more audiences
  + At best the Alliance will break even this year on Rater training – so not a good business model moving forward
  + Committee put together a draft proposal for an introduction to Home Energy Ratings course, a one day (6-7 hr) course for builders, code officials, Raters, utility and program managers
  + Options for code application of HERS Ratings, getting other people
  + Need volunteers to help pull this together
    - Eurihea Speciale, Bruce Bennet, Mike Browne, Matt Dudley & Peter on marketing and promotion
  + Is 8 hours too long? 8-2 more ideal for work schedules and travel
* Fall 2013 training class status *(Laurie)*
  + *Eastern MA* – 6 students
  + *CT location set –* no applicants
* Training Committee will be proposing a new course- Intro to Home Energy Ratings

Professional Development Update *(Enoch)*

* Future topics
  + Heat Pumps – delivered in September
  + Insulation (BIBS) – scheduled for October
  + Regulation/deregulation
  + Sampling/MF Interim Guidelines
* Laurie sending a request to Enoch for next months topic

Membership Committee *(Peter)*

* Membership status
  + Committee meeting summary
  + Had some discussions, focusing on restructuring the associate member category, looking at structure for 2014, given the financial situation of the alliance we are looking toward a 10% increase in dues
  + Will bring a more detailed proposal for the November meeting

Communications Committee *(Matt)*

* Update on membership selection
* Meeting update
  + No Update

Technical Committee *(Tony)*

* Tech committee/PM update on the manual for BOD members
* Manual funding update status
  + Budget
  + Interviews
    - PM
    - Editor – Lauren is going to take a go at editing (but not for technical content)
  + NYSERDA/CSG
  + Bulk of the information contributed by CSG
  + We have the ventilation standard,
  + EEM
  + Collecting info, and now Lauren will start trying to put these into the old manual and swap out information
  + Rob Salcido pre flood had asked for September deadline and then forgot and now delayed, looking at the end of October now
  + Ecotrope could be added to the manual? Now accredited but not widely used
* Funds update *(Laurie)*
  + CT received, all money in bank

Code Committee *(Mike B)*

* Meeting summary – meeting regularly and going well
* MA code developments

QAD Committee *(Emelie)*

* QAD email/hotline
* Developments
* Greg Krantz would like to be a member of the QAD committee, we are looking into these options

Other Business

* NEHERS Core Strengths
  + Trainings have been challenging to fill. What do we do?
  + Monthly webinars
  + Training Manual – how to market?
* Board & Committee time commitments – Laurie compiling info for discussion
* 2013 goals and priorities
  + Revisiting 2012 retreat notes and ideas – September meeting
  + Suggestion to hold one again this year?
    - Coincide with an event, possibly ABX, or ACI NY?
  + Budget for 2013/2014
    - Peter volunteered to assist, looking for another volunteer
  + Projecting growth, staffing projection, using subcontractors for specialized ongoing projects
  + Website maintenance, updates, etc.