



WHPA HVAC STAKEHOLDER ENGAGEMENT STRATEGY (HSES) COMMITTEE MEETING

December 1, 2017 (9:00am – 10:30am PST)

AGENDA

1. Roll Call
2. Co-Chairs' Opening Comments
3. Chartering Committee Update
4. Continued Scoping Development Discussion
5. Adjournment by 10:30pm

Note: Rather than take agenda time, HSES Committee Minute Minutes will be emailed for review and stated vote approval as soon as possible post meetings.



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For Telephone access:

1. Dial 1-712-775-7035
2. Enter Participant Access Code: 209130#

Announce yourself and organization when speaking.

Mute when not speaking.

- Use *6 to take on/off mute thru teleconference line if needed

◀ ROLL CALL (Invitees)

WHPA Staff, Wendy Worrell (5 min)

- ❑ ACCA – Don Langston
- ❑ AHRI – Garrett McGuire
- ❑ CALBO – Bob Barks
- ❑ CEC – Lea Haro
- ❑ CPUC – Peter Biermayer, Justin Hagler & Jeorge Tagnipes
- ❑ Galawish Consulting Associates – Elsia Galawish
- ❑ HARDI – Talbot Gee
- ❑ HVAC Excellence – Eugene Silberstein
- ❑ ICSC – Keith Walker
- ❑ IHACI – **Bob Wiseman (CO-CHAIR)**
- ❑ Indio Cooling & Heating Supply – Tim Mann
- ❑ JCEEP – David Dias
- ❑ NCI – Mel Johnson
- ❑ PG&E – Mark Salavitch and Christian Weber
- ❑ SCE – Scott Higa
- ❑ SDG&E – **Paul Thomas (CO-CHAIR)** & Pedro Ramirez
- ❑ SoCalGas – Harvey Bringas
- ❑ SMUD – Ravi Patel
- ❑ SynergyNexGen – Barbara Hernesman
- ❑ Transformative Wave – Joe Schmutzler
- ❑ Tre'Laine Associates – Pepper Hunziker
- ❑ WHPA Staff – Mark Lowry & Wendy Worrell



Co-Chair's Opening Comments

Co-Chairs Bob Wiseman (IHACI) & Paul Thomas (SDG&E) – (5 min)

► Agenda Overview

PDT TIME	TOPIC	FACILITATOR
5 min. 9:00-9:05	Roll Call	Wendy Worrell
5 min. 9:05-9:10	Co-Chairs' Opening Comments	Bob Wiseman/Paul Thomas
5 min. 9:10-9:15	Chartering Committee Update <ul style="list-style-type: none">• Decision: Focus on 501(c)(3)• Deliverable Development Status	Dave Dias
75 min. 9:15-10:30	Continued Scoping Development Discussion <ul style="list-style-type: none">• Preferred Meeting Structure/Cadence for Member Engagement• Funding/Budgeting and Membership Levels• Sample Membership Tier Structure• Board of Directors• Officers of the Corporation	Mark Lowry
by 10:30am	Adjournment	Paul Thomas

► Next Meeting

- Friday, December 8, 2017
- 9:00am – 10:30am PST (30 min extension)



Chartering Committee Update

Chartering Chair Dave Dias (JCEEP) – (5 min)

▶ Deliverable Development Status

- Held 2 meetings: Nov 22nd (60 min) & 29th (75 min)
- Decided on 501(c)(3) Nonprofit Benefit Corp Status
(More details on slide 5)
- Started discussion of WHPA Staff suggested Vision, Mission and Goals' redlines reflective of HSES and Chartering Committee recommendations
(More details on slide 6)
- Chartering Committee review of Nov 29th live redline edits to Vision, Mission and Goals in process

▶ Next Steps:

- Additional 90 min meetings scheduled for Dec 4th & 6th
- Final Draft Vision, Mission & Goals as Bylaws
- Draft Articles of Incorporation



Chartering Committee Update

Chartering Chair Dave Dias (JCEEP) – (5 min)

▶ Decision: Focus on 501(c)(3) Nonprofit Benefit Corporation Status

- Unanimous Chartering Committee “Aye” Vote Nov 22nd
- More conservative approach “for the time we have”
- Closely aligns to the initial intent of WHPA being for the benefit of the public
- Enables continued neutrality and avoids impression that WHPA is becoming a lobbying organization
- Allows public comments or letters on topics or subjects as long as funds received or provided are not related to lobbying or associated with voting or candidates



◀ Chartering Committee Update

Chartering Chair Dave Dias (JCEEP) – (5 min)

▶ **VISION – General Concept Agreement Nov 29th**

“This organization will serve as a credible, reliable, influential, and effective resource for the broad-based community of HVAC stakeholders who have joined forces to transform the marketplace focused on energy, environmental quality, and the sustainability goals of California.”

▶ **MISSION – General Concept Agreement Nov 29th**

“This organization will work as the guiding light for the state of California HVAC stakeholders to condition, educate, and inform the marketplace and to benefit consumers by continuing our history of bringing together resources and facilitating communications among a wide set of market actors in inclusive action. The consumer is the recipient of these actions.”



Continued Scoping Development Discussion

WHPA Staff, Mark Lowry – (75 min)

▶ Preferred Meeting Structure/Cadence for Member Engagement

- Meeting Type Options (Previously Mentioned)
 - Teleconference/Webinar Meetings (Historically Used)
 - In-Person Charrettes (Used w/EBEE, WHPA Leadership)
 - Subject Matter Expert Email Campaigns/Strike Teams
 - Some Combination of Above/Other
- Meeting Cadence Options (Per History/Notes)
 - Weekly (Historically Done with Working Groups)
 - Monthly (Historically Done with Committees)
 - Quarterly (Suggested for Subject Focused Charrettes)
 - Annual (Historically for WHPA Leadership)
 - As Needed (Historically done for Ad Hoc activities)

Continued Scoping Development Discussion

WHPA Staff, Mark Lowry – (75 min)

▶ **Funding/Budgeting and Membership Levels**

◦ Establish a Tiered Membership Fee Structure?

- Sample(s) for Consideration
- Chartering Committee to fine tune if concept agreement

◦ What Other Funding Sources are possible and/or should be pursued? (Previously Noted)

- Blind Member Contributions beyond Dues
- Grants
- Other



Continued Scoping Development Discussion

WHPA Staff, Mark Lowry – (75 min)

▶ **Funding/Budgeting and Membership Levels**

◦ **HARDI (company/organization membership)**

▪ **5 Wholesaler/Distributor Categories**

- Voting Members
- Can be Officers/Directors
- **Dues Permutations:**
 - 19 variations; Ranging from \$1200–\$15,000

▪ **7 “Other” Categories**

- NON-voting Members
- Can NOT be Officers/Directors
- **Dues Permutations**
 - 21 variations; Ranging from \$100 – \$10,000

▪ **Bylaws spell out in detail, except for dues amounts**



Continued Scoping Development Discussion

WHPA Staff, Mark Lowry – (75 min)

▶ Funding/Budgeting and Membership Levels

◦ ASHRAE (individual membership)

▪ 8 Membership Categories

- 7 categories are Voting Members
- 3 categories can be Officers/Directors
- **Dues Permutations:**
 - 2 variations; \$0 or \$206

▪ 1 Student Category

- NON-voting Members
- Can NOT be Officers/Directors
- **Dues Permutations**
 - 1 variation (tiered, 3-year duration, leading to full member)

▪ Bylaws spell out in detail, except for dues amounts



Continued Scoping Development Discussion

WHPA Staff, Mark Lowry – (75 min)

▶ Funding/Budgeting and Membership Levels

◦ IHACI (company + individual membership)

▪ 4 Company Membership Categories

- Voting Members
- 3 categories can be Officers/Directors
- **Dues Permutations:**
 - 6 variations; ranging from \$185–\$495

▪ 1 Individual “Affiliate” Category

- NON-voting Members
- Can NOT be Officers/Directors
- **Dues Permutations**
 - 1 variations = \$75

▪ Bylaws spell out in detail, except for dues amounts



Continued Scoping Development Discussion

WHPA Staff, Mark Lowry – (75 min)

▶ Funding/Budgeting and Membership Levels

◦ EGIA (company/organization membership)

▪ 4 “Full” Membership Categories

- Voting Members
- 3 categories can be Officers/Directors

▪ 8 “Associate” Member Category

- NON-voting Members
- Can NOT be Officers/Directors

▪ Bylaws spell out in general, except for dues amounts

▪ Dues based more on value

- Geared for 1 “Full” Member categories (Contractor)
- 3 Dues permutations; ranging from \$600–\$6,000



Continued Scoping Development Discussion

WHPA Staff, Mark Lowry – (75 min)

▶ Funding/Budgeting and Membership Levels

◦ WHPA (company/organization membership)

▪ Currently 26 Membership Categories

- Voting Members
- 16 Categories eligible to serve on COA & EC
- 3 “Permanent” EC & COA members (IOUs, CPUC, CEC)
- IOUs = 1 “seats” each on EC; 2 “seats” each on COA

▪ 1 Member Emeritus Category

- NON-voting Members

▪ Critical Decision Points for Incorporation:

- Which Categories are eligible to Vote
- Which Categories are eligible to serve as Officer/Director



Continued Scoping Development Discussion

WHPA Staff, Mark Lowry – (75 min)

▶ Board of Directors:

- Should the current EC become the initial Board of Directors?
- Should the current EC be surveyed/evaluated for participation desire and/or engagement history, including the option to change member organization representatives?
 - If so, who should do this and when?
- Should the Board of Directors regularly refresh (such as every 1–3 years) to keep WHPA focused on near term and intermediate goals?
 - Chartering Committee to handle the details if concept agreement



Continued Scoping Development Discussion

WHPA Staff, Mark Lowry – (75 min)

▶ Officers of the Corporation

- President or Chair
- Secretary
- Treasurer/CFO
 - Who fills these roles?





Meeting Close

Co-Chair, Paul Thomas (SDG&E)

- ▶ Adjourment by 10:30am PST



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For More Information, Contact ...

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