



**WHPA Existing Buildings Energy Efficiency Action Plan Committee (EBEE)
Teleconference Summary Minutes
Thursday, October 19, 2017 (Scheduled for 9:00 – 10:30am PDT)**

Call to Order

Per Co-Chair request, WHPA Staff (Wendy Worrell) started the audio recording and called the meeting to order at 9:03 am PDT.

Roll Call

The following 13 participants attended the meeting with a quorum (6+) of voting members.

Organization	First Name	Last Name	WHPA Category	Attendance
CEC Advisors (non-voting)				
CEC (California Energy Commission)	Erik	Jensen+	Government (Other than CPUC)	P
Voting Members				
Air-Tro	Robert	Helbing	Contractor (Nonresidential)	P
Charles Segerstrom Consultant	Charles	Segerstrom	Energy Efficiency Program Consultant	P
HHEA (Healthy Home Environment Association)	Susan	Davison	Educator, Trainer	A
Honeywell E&ES (Energy & Environmental Solutions)	Mike	Lawing	Controls (Manufacturer or Distributor)	P
IHACI (Institute of Heating and Air Conditioning Industries)	Bob	Wiseman	Contractor Association	A
Indio Cooling & Heating Supply	Tim	Mann	Distributor	P (Co-Chair)
Daniel Jones Consulting	Daniel	Jones	Energy Efficiency Program Consultant	P
SynergyNexGen	Barbara	Hernesman	Energy Efficiency Program Consultant	P (Co-Chair)
Tre'Laine Associates	Pepper	Hunziker	Energy Efficiency Program Consultant	P
Valley Contractors Exchange	Kate	Leyden	Contractor Association	P
Non-Voting Members				
CalCERTS	Shelby	Gatlin	Certifying Body	P (first 20 min)
Stone Energy Associates	Nehemiah	Stone	Energy Efficiency Program Consultant	P
Guests				
SCE (Southern California Edison Company)	Jose	Buendia+	California IOU	P
WHPA Staff				
InfoPlast	Wendy	Worrell	Other Stakeholder	P (Scribe/Host)

*** Organization is Not a Member of the WHPA; + Individual is NOT Registered with the WHPA; ^(P) after last name = Member/Registrant is Pending Approval from the WHPA Executive Committee*

AGENDA

WHPA Staff email distributed the following agenda to the roster prior to the meeting.

GENERAL REMINDERS

- Adherence to the WHPA **Code of Conduct** is required.
- Disclose any potential conflicts of interest as it relates to meeting content, particularly prior to any votes that may occur.
- Identify yourself prior to speaking, clarifying the organization on whose behalf you are speaking, or if you are making a personal comment.
- Mute yourself when not speaking. (*6 will take you on and off mute.)

AGENDA ITEMS

- 1) **Roll Call of Voting Members** – WHPA Staff (Wendy Worrell) – 5 min
- 2) **Co-Chairs' Opening Comments** – Co-Chairs (Barbara Hernesman & Tim Mann) – 5 min
- 3) **WP3: EBEE-AP Strategy 1.9 ME&O Presentation Series Resource** – Co-Chair (Barbara Hernesman) – 65 min
 - a) Review (primary focus on Sub-Strategy fit)
 - b) Vote (for approval and escalation to WHPA Executive Committee)
- 4) **EBEE Committee Future** – Co-Chairs (Barbara Hernesman & Tim Mann) – 15 min
- 5) **Adjournment** by 10:30am PDT – Co-Chair (Barbara Hernesman)

Opening Comments

Co-Chair Barbara Hernesman (SynergyNexGen) overviewed the agenda and noted that the Work Product III: EBEE Action Plan Strategy 1.9 Market Education and Outreach Presentation Series Resource was distributed to all prior to the meeting. She reported that due to WHPA Staff wind down activities, the resource needs to be finalized and



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approved no later than October 31, 2017, including time allowed for WHPA Staff to complete vote capture and final packaging for escalation to the WHPA Executive Committee.

Co-Chair Tim Mann (Indio Cooling & Heating Supply) voiced appreciation for all who covered for him while he was out recently. He noted that he made a hard copy of Work Product III (WPIII) to use as a reference going forward.

Michael Lawing (Honeywell) voiced thanks for the opportunity to be part of this group and expressed appreciation for the volume of information in WPIII.

WPIII: EBEE-AP Strategy 1.9 ME&O Presentation Series Resource

*The following reference documents were email distributed to the roster prior to the meeting:
“WHPA EBEE-EWG Strategy 1.9 Educational Series Work Product 171018 DRAFT.pdf”*

MEETING DISCUSSION

Co-Chair Barbara Hernesman (SynergyNexGen) facilitated vetting discussion of the above referenced document.

DECISION: There was consensus agreement that silence in response to request for comment is considered as acceptance.

Pages 1-2 Opening Content Discussion

Co-Chair Barbara Hernesman (SynergyNexGen) overviewed the opening content and asked for comments.

- No needed edits were noted.

DECISION: The opening content on Pages 1-2 of WPIII was accepted as is.

Co-Chair Barbara Hernesman (SynergyNexGen) reported that each resource presentation was captured in columns for presentation highlights, discussion highlights, and EBEE-AP Strategy 1.9 Sub-Strategy fit(s).

Pages 3-4 Michelle Costello Presentation Discussion

Co-Chair Barbara Hernesman (SynergyNexGen) provided a high-level overview for the content related to Michelle Costello’s presentation on “Building a Better Energy Efficiency Future: CAEECC and Business Plan Overview”.

- No needed edits were noted.

DECISION: The content related to Michelle Costello’s presentation on Pages 3-4 of WPIII was accepted as is.

Pages 5 Alina Zohrabian Presentation Discussion

Co-Chair Barbara Hernesman (SynergyNexGen) suggested that the content for Alina Zohrabian’s presentation on “Cal TF – eTRM: Electronic Technical Reference Manual” was laid out well, but asked for input.

- No needed edits were noted.

DECISION: The content related to Alina Zohrabian’s presentation on Page 5 of WPIII was accepted as is.

Page 6 Ellen Steiner Presentation Discussion

Co-Chair Barbara Hernesman (SynergyNexGen) brought attention to the discussion and post meeting comment content for Ellen Steiner’s presentation on “Responsible Contractor Policy for Energy Efficiency Programs: Study Overview”. The Co-Chair confirmed her agreement with the documented post meeting comments from Kate Leyden (Valley Contractors Exchange).

- Kate Leyden (Valley Contractors Exchange) confirmed that it is difficult to know how deeply “responsible contractor” can be defined.



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ACTION: On WPIII Page 6 for Ellen Steiner’s presentation, WHPA Staff to add a post meeting note from the EBEE Committee that stakeholder community engagement is an ongoing process that needs to ensure the “boots on the ground” perspective is part of the discussion for how the Responsible Contractor Policy will be defined and implemented.

DECISION: The content related to Ellen Steiner’s presentation on Page 6 of WPIII was accepted with the addition of content in the related Action Item.

Pages 7-9 Nehemiah Stone Presentation Discussion

Co-Chair Barbara Hernesman (SynergyNexGen) noted appreciation for the the level of engaged discussion when Nehemiah Stone’s presentation on “Multifamily Energy Efficiency and Health, Economics, and Decarbonization in a Whole-Building Approach” was made.

- No needed edits were noted.

DECISION: The content related to Nehemiah Stone’s presentation on Pages 7-9 of WPIII was accepted as is.

Pages 10-12 Charles Segerstrom Presentation Discussion

Co-Chair Barbara Hernesman (SynergyNexGen) provided a high-level overview of the content related to Charles Segerstrom’s presentation on “The Whole Building Approach: A Paradigm Shift”

- Kate Leyden (Valley Contractors Exchange) noted that she did not want to offend anyone with her noted post meeting comment about Sacramento legislators. She strongly believes it will take a paradigm shift for change to occur.
- Co-Chair Barbara Hernesman (SynergyNexGen) confirmed her belief that things will need to be done differently and that all in the hierarchy need to be actively engaged. She agreed that this was an incredible presentation and noted that it covered all six EBEE Action Plan Strategy 1.9 Sub-Strategies (1.9.1. thru 1.9.6).

ACTION: WHPA Staff to remove duplicative “Valley Contractors Exchange” language under Post Meeting Comments throughout WPIII.

DECISION: The content related to Charles Segerstrom’s presentation on Pages 10-12 of WPIII was accepted as is.

Pages 13-17 Linda Wigington Presentation Discussion

Co-Chair Barbara Hernesman (SynergyNexGen) asked if EBEE Action Plan Sub-Strategies 1.9.4 and 1.9.5 should be as a fit for Linda Wigington’s presentation on “Deep Reductions – 1000 Home Challenge Lessons Learned”

- Co-Chair Barbara Hernesman (SynergyNexGen) suggested that Sub-Strategy 1.9.5 should be included in the fit column, but not 1.9.4 at this point.
- Kate Leyden (Valley Contractors Exchange) agreed that Sub-Strategy 1.9.5 should be added. She also argued that Sub-Strategy 1.9.4 addresses what Program Administrators should pay attention to and that the perspective in this presentation could influence that, so it should also be included as a fit.

ACTION: WHPA Staff to add EBEE Action Plan Sub-Strategies 1.9.4 and 1.9.5 as fits for Linda Wigington’s presentation on Pages 13-17 of WPIII.

DECISION: The content related to Linda Wigington’s presentation on Pages 13-17 of WPIII was accepted with the addition of content in the related Action Item.

Pages 18-20 Megan Ching Presentation Discussion

Co-Chair Barbara Hernesman (SynergyNexGen) reported that Megan Ching’s presentation on “Achieving Energy Efficiency in Existing Multifamily Buildings” was good information on what the Association for Energy Affordability (AEA) is doing with programs.



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- WHPA Staff reported that clarification is needed for the name of the technology Megan Ching (AEA) had referenced when describing a study with AEA and CEC focused on changing tenant behavior based on LED interface feedback.
 - Nehemiah Stone (Stone Energy Associates) reported he is working on the project Megan Ching referenced and that the technology is NEXI by Canary Systems (Canarysystems.org).

ACTION: WHPA Staff to add the link for [NEXI by Canary Systems](#) to WPIII for Megan Ching’s presentation in place of the existing related red text.

DECISION: The content related to Megan Ching’s presentation on Pages 18-20 of WPIII was accepted with the addition of content in the related Action Item.

Pages 21-22 Daniel Jones Presentation Discussion

Co-Chair Barbara Hernesman (SynergyNexGen) provided a high-level overview of the content related to Daniel Jones’ presentation on “Financing Options for HVAC/Energy Efficient Applications and Compliance of Multifamily, Small & Medium Commercial Facilities”.

- WHPA Staff confirmed that all the blue text are links.
- Daniel Jones (Consultant) confirmed that all his presentation content was appropriately captured.
- Nehemiah Stone reported that CASA – The Committee to House the Bay Area is holding a meeting next week to talk about financing. He suggested adding information about that to the post meeting comments for this presentation.

ACTION: WHPA Staff to add Nehemiah Stone’s (Stone Energy Associates) suggestion about the October 25, 2017 CASA meeting related to financing to the post meeting comments for Daniel Jones’ presentation on Pages 21-22 of WPIII. (*The meeting schedule and related materials are available at: <https://mtc.ca.gov/our-work/plans-projects/casa-committee-house-bay-area/casa-meeting-schedule>*)

DECISION: The content related to Daniel Jones’ presentation on Pages 21-22 of WPIII was accepted with the addition of content in the related Action Item.

Formatting Discussion

Co-Chair Barbara Hernesman (SynergyNexGen) noted that Shelby Gatlin (CalCERTS) had presented a question about formatting prior to the meeting. The Co-Chair asked for input on if any formatting adjustment was needed.

- No needed edits were noted.

DECISION: WPIII formatting was accepted as is.

VOTE

Co-Chair Barbara Hernesman (SynergyNexGen) asked for direction on voting given the agreed upon edits.

- WHPA Staff clarified that voting can occur at this point with notation that the document be approved with the modifications noted.
- The Co-Chairs agreed with WHPA Staff’s expressed preference that the vote be completed today and that no further comments be received.

MOTION: Daniel Jones (Consultant) motioned to approve WPIII with the modification noted during the meeting. Kate Leyden (Valley Contractors Exchange) seconded the motion.

DECISION: The motion to approve WPIII with the modifications noted carried with a consensus “aye” vote with no opposed and no further discussion. Pepper Hunziker (Tre’Laine Associates) abstained.



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ACTION: Co-Chair Barbara Hernesman (SynergyNexGen) confirmed she will present WPIII to the WHPA Executive Committee for review and approval at its November 2017 meeting. (*WHPA Staff to ensure Barbara Hernesman is invited to the referenced meeting. - DONE*)

EBEE Committee Future

Co-Chair Barbara Hernesman (SynergyNexGen) expressed sincere appreciation for all the work done through this Committee from Work Product I thru Work Product III. She encouraged all to remain engaged with anything connected to Existing Buildings as much as possible. The Co-Chair opened the meeting was opened for comment about experiences, wishes, and desires about Existing Buildings.

Daniel Jones (Consultant) commented that the work done from WHPA about Workforce Education & Training (WE&T) has been tremendous and that it helped educate CEC and CPUC on the importance of this aspect of the industry. He commented that he “definitely wants” to remain connected with the “brain bank” and noted that “we need to keep working as an industry” regardless of what happens with WHPA in the future.

WHPA Staff reported a recap of the October 18th WHPA Executive Committee (EC) meeting, which included:

- A status summary on the existing WHPA Committees. It was reported that the EBEE Committee was not planning to meet in November and December without Staff support. Given that WPIII was just approved, WHPA Staff suggested that there was probably not reason to meet unless another task is identified.
- EC approval of an HVAC Stakeholder Engagement Strategy Committee (HSES) recommendation to take WHPA to legal entity structure with nonprofit status as an option and authorization to (re)form a Chartering Committee, reporting to the Executive Committee, to support taking the WHPA to Legal Entity Structure with Non-Profit Status as an Option.
 - WHPA Staff clarified that the details for WHPA’s overall goals, funding sources, etcetera, are still being worked out for how it will happen with a roadmap target by the end of the year, but that Mark Lowry and BBI will be involved in helping to steer those activities. The thought is that by taking this course it takes away the IOU administrative burden and balances the leadership out from that level. This would allow for continued stakeholder engagement but perhaps does not prevent as many obstacles in communication with regulatory bodies as in the past. It was reported that the consensus of all involved is that no one wants WHPA to go away. There may be a period of darkness while decision making occurs, but all agree that WHPA has value for stakeholder engagement in a neutral way and all are committed to keeping engagement going and not reverting to prior siloed activities.

Co-Chair Barbara Hernesman (SynergyNexGen) commented that the Existing Building Whole Building approach/paradigm shift for energy goals still needs to be at the forefront of people’s mind. She expressed her opinion that this must be part of the Action Plan and Business Plan for the CPUC and the CEC.

Charles Segerstrom (Consultant) commented that he does understand the need to restructure WHPA and its administrative support entity, but noted for the benefit of anyone listening to the recording that the work that needs to be done for Existing Buildings to communicate consistent messages is already late and cannot wait for 6 months to a year for a new administrative structure to continue the discussion. He asserted that something needs to be figured out to determine a smooth transition from one form of WHPA to the next without losing momentum. “We have been working on this for 10 years and it still is not on the launching pad.” He noted that more activity and more stakeholder engagement are needed in the field to give a voice or “they will try to block progress” in the future. Charles expressed hope that there is a way to figure a smooth transition with all of that in mind. “Plan on a transition in advance so deliberations can continue, and they do not get cut off for long periods.”

Co-Chair Barbara Hernesman (SynergyNexGen) agreed with Charles Segerstrom’s statements. She noted that when WPIII is presented to the EC, she hoped the above conversation would also be presented. The Co-Chair further suggested that EWG members willing to help with the WHPA transition let it be known.



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ACTION: WHPA Staff to notify the appropriate parties that the following WHPA EBEE-EWG members expressed interest in providing input for WHPA’s transition to legal entity structure: Barbara Hernesman (SynergyNexGen), Daniel Jones (Consultant), Mike Lawing (Honeywell), and Kate Leyden (Valley Contractors Exchange).

WHPA Staff confirmed that her support of the WHPA EBEE Committee ends October 31, 2017.

Adjournment

Co-Chair Barbara Hernesman (SynergyNexGen) adjourned the meeting at 9:56am PDT.

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Summary of Action Items and Key Decisions (from above discussion)

ACTION ITEMS

1. **ACTION:** On WPIII, page 6 for Ellen Steiner’s presentation, WHPA Staff to add a post meeting note from the EBEE Committee that stakeholder community engagement is an ongoing process that needs to ensure the “boots on the ground” perspective is part of the discussion for how the Responsible Contractor Policy will be defined and implemented. (DONE)
2. **ACTION:** WHPA Staff to remove duplicative “Valley Contractors Exchange” language under Post Meeting Comments throughout WPIII. (DONE)
3. **ACTION:** WHPA Staff to add EBEE Action Plan Sub-Strategies 1.9.4 and 1.9.5 as fits for Linda Wigington’s presentation on Pages 13-17 of WPIII. (DONE)
4. **ACTION:** WHPA Staff to add the link for [NEXI by Canary Systems](#) to WPIII for Megan Ching’s presentation in place of the existing related red text. (DONE)
5. **ACTION:** WHPA Staff to add Nehemiah Stone’s (Stone Energy Associates) suggestion about the October 25, 2017 CASA meeting related to financing to the post meeting comments for Daniel Jones’ presentation on Pages 21-22 of WPIII. (DONE - The meeting schedule and related materials are available at: <https://mtc.ca.gov/our-work/plans-projects/casa-committee-house-bay-area/casa-meeting-schedule>)
6. **ACTION:** Co-Chair Barbara Hernesman (SynergyNexGen) confirmed she will present WPIII to the WHPA Executive Committee for review and approval at its November 2017 meeting. (WHPA Staff to ensure Barbara Hernesman is invited to the referenced meeting. - DONE)
7. **ACTION:** WHPA Staff to notify the appropriate parties that the following WHPA EBEE-EWG members expressed interest in providing input for WHPA’s transition to legal entity structure: Barbara Hernesman (SynergyNexGen), Daniel Jones (Consultant), Mike Lawing (Honeywell), and Kate Leyden (Valley Contractors Exchange).

KEY DECISIONS (Recommendations)

1. **DECISION:** There was consensus agreement that silence in response to request for comment is considered as acceptance.
2. **DECISION:** The opening content on Pages 1-2 of WPIII was accepted as is.
3. **DECISION:** The content related to Michelle Costello’s presentation on Pages 3-4 of WPIII was accepted as is.
4. **DECISION:** The content related to Alina Zohrabian’s presentation on Page 5 of WPIII was accepted as is.
5. **DECISION:** The content related to Ellen Steiner’s presentation on Page 6 of WPIII was accepted with the addition of content in the related Action Item.
6. **DECISION:** The content related to Nehemiah Stone’s presentation on Pages 7-9 of WPIII was accepted as is.
7. **DECISION:** The content related to Charles Segerstrom’s presentation on Pages 10-12 of WPIII was accepted as is.
8. **DECISION:** The content related to Linda Wigington’s presentation on Pages 13-17 of WPIII was accepted with the addition of content in the related Action Item.
9. **DECISION:** The content related to Megan Ching’s presentation on Pages 18-20 of WPIII was accepted with the addition of content in the related Action Item.



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10. **DECISION:** The content related to Daniel Jones' presentation on Pages 21-22 of WPIII was accepted with the addition of content in the related Action Item.
11. **DECISION:** WPIII formatting was accepted as is.
12. **DECISION:** The motion to approve WPIII with the modifications noted carried with a consensus "aye" vote with no opposed and no further discussion. Pepper Hunziker (Tre'Laine Associates) abstained.