



**WHPA Existing Buildings Energy Efficiency (EBEE) Action Plan Committee  
Exploratory Working Group (EWG) Teleconference Summary Minutes  
Thursday, May 4, 2017 (Scheduled for 9:00 – 10:00am PDT)**

**Call to Order**

Per Co-Chair request, WHPA Staff (Wendy Worrell) started the audio recording and called the meeting to order at 9:01 am PDT.

**Roll Call**

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

P = Present at meeting				
A = Absent from meeting; if proxy has been assigned it will be noted below.				
The EWG is the voting panel of the Existing Buildings Energy Efficiency Action Planning Committee.				
<b>CEC Advisors (Non-Voting)</b>				
CEC (California Energy Commission)	Tav	Commins	Government (Other than CPUC)	A
CEC (California Energy Commission)	Bill	Dietrich+	Government (Other than CPUC)	A
CEC (California Energy Commission)	Brian	Samuelson+	Government (Other than CPUC)	P
<b>Exploratory Working Group Members (Voting)</b>				
Air-Tro	Robert	Helbing	Contractor (Nonresidential)	P
CalCERTS, Inc.	Susan	Davison	Certifying Body	P
Charles Segerstrom Consultant	Charles	Segerstrom	Industry Consultants	P
Daniel Jones Consultant	Daniel	Jones	Other Stakeholder	P
Honeywell ECC	Michael	Lawing	Controls (Manufacturer or Distributor)	A
IHACI (Institute of Heating and Air Conditioning Industries)	Bob	Wiseman	Contractor Association	A
Indio Cooling & Heating Supply	Tim	Mann	Distributor	P (Co-Chair)
SynergyNexGen	Barbara	Hernesman	Certifying Body	P (Co-Chair)
Tre'Laine Associates	Pepper	Hunziker	Energy Efficiency Program Consultant	P
Valley Contractors Exchange	Kate	Leyden	Contractor Association	P
<b>Exploratory Working Group Guests (Non-Voting)</b>				
CalCERTS, Inc.	Charlie	Bachand	Certifying Body	A
City of Davis**	Greg	Mahoney+	Codes & Standards Official (Association or Jurisdiction)	A
Goodman Manufacturing	Aniruddh	Roy	HVAC Manufacturer	A
SCE (Southern California Edison)	Matthew	Horwitz	California IOU	A
SCE (Southern California Edison)	Bach	Tsan	California IOU	A
SDG&E (San Diego Gas & Electric)	Michelle	Costello	California IOU	A
SDG&E (San Diego Gas & Electric)	Jeremy	Reefe	California IOU	A
SDG&E (San Diego Gas & Electric)	Paul	Thomas	California IOU	P
SDG&E (San Diego Gas & Electric)	Toan	Trinh+	California IOU	P
SDG&E (San Diego Gas & Electric)	Joe	Shiau	California IOU	A
<b>WHPA Staff</b>				
InfoPlast	Wendy	Worrell	Other Stakeholder	P (Host/Scribe)
Opinion Dynamics	Ellen	Steiner	Other Stakeholder	P (Speaker)

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

WHPA Staff Note: Toan Trinh (SDG&E) announced that he was asked to attend the call by Brandi Turner (SDG&E) due to the SB 350 Responsible Contractor Policy Survey agenda item. As IOU guests have standing approval, Toan Trinh's unexpected attendance at the meeting was approved.

**AGENDA**

WHPA Staff email distributed the following agenda to the WHPA EBEE-EWG 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**



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- 1) **Roll Call of Voting Members** – WHPA Staff (Wendy Worrell) – 5 min
- 2) **Co-Chairs’ Opening Comments** – Co-Chairs (Barbara Hernesman & Tim Mann) – 15 min
  - a. Agenda Overview
  - b. WPIII Focus Overview: Addressing California EBEE-AP Strategy 1.9 Through the HVAC Lens - Stakeholder Community Outreach and Education
  - c. EWG Questions about Sub-Strategy 1.9.2: CAEECC to WHPA Staff ([wendy@performancealliance.org](mailto:wendy@performancealliance.org)) for May 18<sup>th</sup> Presentation Prep
- 3) **Presentation: SB 350 “Responsible Contractor”** – Ellen Steiner (Opinion Dynamics) – 30 min
  - a. Presentation
  - b. Facilitated Discussion/Q&A
- 4) **Update: [Pacific Energy Center \(PEC\) HVAC Survey](#)** – Co-Chair (Barbara Hernesman) – 5 min
  - a. Introductory Overview (from [Megan Dawe](#) with TRC Solutions)
  - b. Response Deadline: May 17, 2017 (extended)
  - c. Communication Outreach
- 5) **Scheduling** – WHPA Staff (Wendy Worrell) – 5 min
  - a. EBEE (all) – May 18<sup>th</sup> from 9-10am PDT
    - i. Suggested Sub-Strategy 1.9.2 CAEECC Implementation Plan – Susan Davison, Brian Samuelson, & Paul Thomas
- 6) **Adjournment** by 10:00am PDT – Co-Chairs (Barbara Hernesman and Tim Mann)

**Opening Comments**

The Co-Chairs, Barbara Hernesman (SynergyNexGen) and Tim Mann (Indio Cooling and Heating Supply), overviewed the agenda.

Co-Chair Barbara Hernesman (SynergyNexGen) encouraged those who have input about specific Sub-Strategies 1.9.1 thru 1.9.6 to send them to WHPA Staff ([wendy@performancealliance.org](mailto:wendy@performancealliance.org)), particularly in advance of the planned May 18<sup>th</sup> Sub-Strategy 1.9.2 presentation to aid discussion.

**ACTION:** Susan Davison (CalCERTS), Brian Samuelson (CEC), and Paul Thomas (SDG&E) to coordinate the May 18<sup>th</sup> presentation on the suggested Sub-Strategy 1.9.2 CAEECC Implementation Plan with Susan as lead. Draft content is requested to be emailed to the Co-Chairs by May 16<sup>th</sup>.

The Co-Chairs hope that EWG members will take the reins on other Sub-Strategy education and presentations.

**Presentation: SB 350 “Responsible Contractor”**

The reference documents, “WHPA EBEE Ref: Responsible Contractor Slides”, were emailed to the roster for review prior to the meeting.

Co-Chair Barbara Hernesman (SynergyNexGen) welcomed guest speaker Ellen Steiner with Opinion Dynamics.

**PRESENTATION**

Ellen Steiner reported that for the presentation, she is acting as a Vice President representing Opinion Dynamics (rather than as part of WHPA Staff). Opinion Dynamics is a cross-cutting evaluation, measurement and valuation contractor for the California Public Utilities, with this project falling under that large umbrella set of research tasks. Ellen’s comments are from her understanding as a CPUC evaluator for Opinion Dynamics. She is not speaking directly for the CEC or the CPUC. Information beyond reference slide content follows:

**Slide 2: Study Overview**

- The slide content shows the only reference to “responsible contractor policy” in the mandated SB 350 Clean Energy and Pollution Reduction Act of 2015 (SB 350).
- While there is history of the term in previous legislative and/or regulatory mandates, plus IOU and other studies, this is the first time (to the presenter’s knowledge) that the concept has extended to quality and performance. Previously it was referenced as OSHA requirements, fair wage concerns, insurance/worker’s compensation guidelines, etcetera.



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- The study is not about writing or operationalizing the responsible contractor policy. Rather, it is doing an exploratory, qualitative study of multiple stakeholders to provide guidance for what may be considered as elements of the contractor policy and to illuminate the pros and cons of each of those considerations.
- Although this has been directed to the CEC, the CEC has been clear that they will work with other Commissions, including the CPUC who theoretically will need to enforce the policy based on the definitions of the two parties' roles.

**Slide 3: Study Objectives**

- Objective 1 spans to aggregators as well as it is a broad sweep.
- Objective 3 for feasibility includes elements such as cost effectiveness, enforcement, program impact and participation, etcetera.

**Slide 4: Research Methods**

- Secondary Data Analysis is from information gathered from policy documentation and research done in this area in the areas of energy efficiency, labor, WE&T, and other related fields.
- In-Depth Interviews are conducted with IOUs, CSLB, CEC, contractors, technicians, credentialing bodies, training providers, etcetera. This is not specific to HVAC, although HVAC is a large component of the study.
- Peer Comparison looks at elements that rise to the top looking at what other State's Commissions and/or Utilities are doing that may provide guidance and lessons learned for implementing some of the pieces.
- Focus Groups are conducted with contractors for the "boots on the street" perspective.

**COMMENT:** Regarding in-depth interviews, Co-Chair Barbara Hernesman (SynergyNexGen) commented that she saw in prior research that the same people tend to be interviewed. She suggested that builder groups be used more and that specifically Kate Leyden with Valley Contractors Exchange be used as a resource.

- **REPLY:** Ellen Steiner (Opinion Dynamics) confirmed that that the process covers input from all within the value chain but that she would follow up on the Co-Chair's suggestion.

**ACTION:** Ellen Steiner (Opinion Dynamics) to reach out to Kate Leyden (Valley Contractors Exchange) to further discuss how builder groups relate to the SB 350 Responsible Contractor study conducted by Opinion Dynamics.

**COMMENT:** Charles Segerstrom (Consultant) noted that he liked seeing "peer comparison" as a research method, particularly since other states have treated contractor licensing and credentialing differently, including credentialing individuals in the field in HVAC and not just the owner of the company. He encouraged looking carefully elsewhere.

- **REPLY:** Ellen Steiner (Opinion Dynamics) confirmed that they have identified Florida's unique approach to the quality/performance question as one resource, but that they would appreciate additional resource input from others, including Charles Segerstrom.

**ACTION:** Ellen Steiner (Opinion Dynamics) to reach out to Charles Segerstrom (Consultant) to further discuss peer comparison resources as they relate to the SB 350 Responsible Contractor study conducted by Opinion Dynamics.

**ACTION:** Per Co-Chair Barbara Hernesman's (SynergyNexGen) suggestion, Ellen Steiner (Opinion Dynamics) to reach out to [NREL](http://www.nrel.gov) (National Renewable Energy Laboratory which developed a 4-tiered education model) as a resource for definitions of contractor technicians, responsible parties, plus identified programs, and the like.

**COMMENT:** Daniel Jones (Consultant) pointed out that from the contractor perspective, there needs to be some communication about how achievement of the required steps is a market differentiator for contractors.

**COMMENT:** Pepper Hunziker (Tre'Laine) asked if the study is referencing the "Employer Support" document that is already in WHPA resources.



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- **REPLY:** Ellen Steiner (Opinion Dynamics) confirmed it is there as well.

**COMMENT:** Paul Thomas (SDG&E) asked if in-depth interviews have already been done with the IOUs.

- **REPLY:** Ellen Steiner (Opinion Dynamics) confirmed they have identified a list from the WE&T perspective from each of the IOUs. IOU preference is for them to conduct the in-depth interviews as facilitated, in-person, longer meetings with at least 2 Utilities at a time to reduce time and cost. They are also working with other groups, such as the Consortium for Energy Efficiency, as well as the CSLB. They have finished the secondary data analysis and are starting in-depth interviews. The interviews have a list of talking points but is not as structured as other interviewing. The focus is to illuminate where people are currently at in their thinking and capture needed elements going forward.

**COMMENT:** Paul Thomas (SDG&E) believes there may be some IOU concern about some of the secondary data analysis resources.

- **REPLY:** Ellen Steiner (Opinion Dynamics) confirmed they are learning the process but to close the gap, they have shared what was sent to them to the IOUs, and particularly with SDG&E.

**ACTION:** Paul Thomas (SDG&E) offered to assist Ellen Steiner (Opinion Dynamics) reach out to relevant SDG&E contacts for Opinion Dynamics' SB 350 Responsible Contractor Study.

**COMMENT:** Toan Trinh (SDG&E) noted that SDG&E is implementing a 2-tier Trade Pro Alliance with 2-tier meaning that contractors who have a CSLB license can receive incentives and rebates directly, but those who do not have a CSLB license, cannot receive incentives or rebates directly, although they can act as project coordinator. The payee would go to the customer or to the subcontractor who has the CSLB license and is also part of the SDG&E Trade Pro Alliance. Project Coordinators do not have to work for a CSLB licensee since they have a lot of trade folks who cannot be contractors, such as distributors who cannot have a license but do have customers.

**ACTION:** Toan Trinh (SDG&E) agreed to provide further information about SDG&E's Trade Pro Alliance to the WHPA EBEE Committee for further discussion about the definition of "responsible contractor".

Slide 5: Secondary Data Review Efforts

- "Policy" is not the right word and will be changed. It is primarily documentation, such as program handbooks, program logic models, and eligibility information, etcetera.

Slide 6: Program Data Review – Preliminary Data

- Preliminary data identified 94 programs that include information on insulation and maintenance on retrofits across the different IOUs, CCAs, and others who are able to provide energy efficiency programs in California.
- They can't split the study to cover everything so the larger CSLB licenses are used as framework.

Slide 7: In-Depth Interviews

- The graphic provides a list of types of stakeholders being interviewed, which does include builder groups.

Slide 8: Peer Comparison

- Peer comparison resources will emerge through the in-depth interviews.

Slide 9: Focus Groups

- This is potentially a first step of a study like this. It is somewhat linear and would be near the end of the project with people actually affected by it.



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**COMMENT:** Co-Chair Barbara Hernesman (SynergyNexGen) commented that those doing high performance or the performance measured approach for retrofitting should be approached, such as [Balance Point Home Performance](#) (Dan Perunko and Gavin Healy), plus [Energy Docs](#) (Mike MacFarland and Brain Terrell) as they are the next generation.

**ACTION:** Co-Chair Barbara Hernesman (SynergyNexGen) to send a list of potential contacts to Ellen Steiner for Opinion Dynamics to approach about high performance measures for retrofitting.

**COMMENT:** Pepper Hunziker (Tre’Laine) asked how this fits with SB 1414 and with acceptance testing technician efforts.

- **REPLY:** Ellen Steiner (Opinion Dynamics) believes elements of enforcement compliance issues will come up, but it is unclear how that is fed into the two pieces as it is not technically in the scope of the project. However, if helpful information arises, Opinion Dynamics will make sure that input gets to the appropriate parties.

**ADDITIONAL DISCUSSION/Q&A**

The Co-Chairs noted that the following questions related to reference of the SB 350 “Responsible Contractor” policy arose in previous discussions within the WHPA Existing Buildings Energy Efficiency Committee/Exploratory Working Group:

1. *What is the definition of “Responsible Contractor”? Has it been decided or not?*

**RESPONSE:** Per Ellen Steiner (Opinion Dynamics), the statement in SB 350 and the study Opinion Dynamics is conducting is an attempt to provide some research content to help State Legislators and Commission servants define the elements and operationalize the responsible contractor policy.

2. *What is the IOU’s definition of “Responsible Contractor”?*
  - a. *Are they using the C-10 and C-20 licensing protocol?*
  - b. *If so, what are those definitions?*

3. *Does the “Responsible Contractor” definition include technicians?*

**RESPONSE:** Per Ellen Steiner (Opinion Dynamics), at this point determination of if the definition includes technicians is “up in the air”.

4. *Is there a verification process in place for “Responsible Contractor”?*

**RESPONSE:** Per Ellen Steiner (Opinion Dynamics), at this point determination of if a verification process is in place is “up in the air”.

5. *What are the guidelines for toting the title of “Responsible Contractor”?*

**RESPONSE:** Per Ellen Steiner (Opinion Dynamics), at this point determination of the guidelines for toting the title of “responsible contractor” is “up in the air”.

6. *Is the “Responsible Contractor” definition” being adopted as protocol in all IOU programs?*
  - a. *If so, when?*

**ACTION:** The WHPA EBEE Committee to look at the list of additional questions related to SB 350 Responsible Contractor Policy (above) to incorporate into future meeting discussion.

**QUESTION:** Kate Leyden’s (Valley Contractors Exchange) asked about the timing of the study.



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- **ANSWER:** Ellen Steiner (Opinion Dynamics) noted they are looking to complete the study in September/October. They will provide preliminary information as it is ready.

**ACTION:** WHPA Staff to send out the list of additional WHPA EBEE Questions for the SB 350 Responsible Contractor Policy Presentation, along with the meeting recording.

**COMMENT:** Charles Segerstrom (Consultant) informed that from an historical perspective, the topic goes back to needs assessment and recommendations from the Don Vial Center, then ended up in SB 350 directly as a result of lobbying by that organization.

- **REPLY:** Ellen Steiner (Opinion Dynamics) agreed with that perception, but acknowledged that she could not completely validate that as fact. She clarified that there was also the IOU advice letter that expanded the concept.

**ACTION:** Per Co-Chair Barbara Hernesman (SynergyNexGen) suggestion, when ready, Ellen Steiner (Opinion Dynamics) to come back to provide an SB 350 Responsible Contractor Survey update to the WHPA EBEE Committee.

**Discussion: Proposed Work Product III Sole Focus on EBEE-AP Strategy 1.9**

The following reference content was emailed to the roster prior to the meeting:

*“After some conversation and further thought, the Co-Chairs of the WHPA Existing Buildings Energy Efficiency Action Plan Committee (Barbara Hernesman with SynergyNexGen and Tim Mann with Indio Cooling & Heating Supply) agree that the 2017 EBEE Committee Implementation Plan should focus on Stakeholder Community Outreach and Education. With recent CAEECC (California Energy Efficiency Coordinating Committee) and EBEE-AP (Existing Buildings Energy Efficiency Action Plan) Update Plan approvals, the Co-Chairs realized that “drilling into and down on” details of the CPUC Business Plan/CAEECC, Cal TF, and the EBEE-AP Update Plan, specifically Strategy 1.9 and Sub-Strategies 1.91 through 1.9.6 to provide education and understanding to WHPA Stakeholders is the best focus for the EBEE Committee’s Work Product III (WPIII).*

**THE PROPOSED PLAN**

1. Continue two (2) meetings for May 2017 (planned for May 4<sup>th</sup> – EWG only and May 18<sup>th</sup> – EBEE and EWG).
  2. The full EBEE Committee to meet once per month from June 2017 thru October 2017 with voting rights staying only with EWG members.
  3. EWG members to meet one (1) additional time per month from June 2017 thru October 2017 as needed to further flush out potential solutions.
  4. Identify Subject Matter Experts (SME’s) that can inform WHPA EBEE members via:
    - a. Power Point Presentations and Q & A sessions by designated SME’s on selected topics (such as those already held on the CAEECC overview, IOU Business Plans, Cal TF, plus the May 4<sup>th</sup> presentation on the Responsible Contractor Policy for Energy Efficiency Programs’ Study).
    - b. Power Point Presentations and Q & A sessions by selected/interested EWG members on Sub-Strategies 1.9.1 through 1.9.6 (such as the planned May 18<sup>th</sup> presentation on the suggested Sub-Strategy 1.9.2 CAEECC Implementation Plan for clarification of how WHPA Stakeholders have feedback opportunities in alignment with CAEECC goals and actions thru the HVAC lens to make it applicable to the real world “boots on the ground” situation.)
  5. With WHPA Staff assistance (assuming budget approval), prepare an informative document (WPIII) capturing identified stakeholder comments, concerns, and highlighted potential solutions from meeting content for WHPA Executive Committee approval and distribution to interested IOU Staff and CEC EBEE-AP Staff. This would also include a repository of links for EBEE/EWG Committee reference presentations/educational webinars on the WHPA website (thru the EBEE Committee’s and Industry Insights’ webpages and others as deemed appropriate).
- This covers what the EBEE Committee thinks are the solutions and entrance points to the regulatory agencies, etc. for consideration.*
6. Co-Chairs to present findings at the November 2017 WHPA In-Person Leadership Meeting (if approved by the In-Person Agenda Planning Team).”



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Co-Chair Barbara Hernesman (SynergyNexGen) overviewed the above reference content, clarifying that it is a redefined proposed focus for WHPA EBEE goals for 2017 with the end product being an information resource for those within and outside of WHPA who seek answers. The primary effort is to clarify the large amount of information that needs to be digested in EBEE-Action Plan Strategy 1.9 and its Sub-Strategies. To accomplish the deliverable and its associated tasks, the Co-Chairs are requesting meeting allocation for July thru December as defined above to complement the allocation provided through June. The first meeting of the month would be for EWG to discuss content from the prior presentation meeting and the second meeting of the month be for subject matter expert presentations.

Co-Chair Tim Mann (Indio Cooling & Heating Supply) agreed that two (2) meetings per month is important to process and appropriately discuss presented information.

Co-Chair Barbara Hernesman (SynergyNexGen) confirmed that the In-Person Charrette idea is no longer requested for this focus in 2017.

**DISCUSSION**

**COMMENT:** Kate Leyden (Valley Contractors Exchange) endorsed this proposed focus for Work Product III.

**COMMENT:** Co-Chair Barbara Hernesman (SynergyNexGen) commented that this is an open-ended conversation so any further questions should be sent to WHPA Staff who will keep the Co-Chairs informed.

**ACTION:** EBEE-EWG Members to submit comments/questions about the proposed Work Product III Plan to WHPA Staff ([wendy@performancealliance.org](mailto:wendy@performancealliance.org)).

**Update: Pacific Energy Center (PEC) HVAC Survey**

Per WHPA Existing Buildings Energy Efficiency Action Plan Committee Co-Chair request, notification of the following “Input Requested for PG&E PEC Commercial HVAC Courses” was emailed to the roster on April 27, 2017.

*TRC SOLUTIONS DISTRIBUTION EMAIL (On Behalf of PG&E Pacific Energy Center)*

“Hello,

“ PROVIDE INPUT ON FREE HVAC CLASSES PROVIDED BY PG&E PACIFIC ENERGY CENTER ”

“ CHANCE TO WIN \$200 RAFFLE ”

*We are reaching out to you with an opportunity to provide input on the educational programs provided through the PG&E Pacific Energy Center (PEC). We are specifically seeking input on our HVAC curriculum from individuals located in the PG&E service territory with jobs related to commercial building HVAC systems (design, construction, analysis, maintenance/management).*

*The Pacific Energy Center (PEC) has provided publicly-funded (free) trainings, advice and measurement tools to California commercial building customers since 1991. You can learn more about our services at [www.pge.com/pec](http://www.pge.com/pec).*

*We would appreciate it if you took the following survey by May 17th. It should take just 10-15 minute to complete.*

*<https://www.surveymonkey.com/r/XJDV82W>*

*At the end you will be asked to input your contact information to be entered in a raffle to win one of two \$200 gift cards.*

*Gwelen Paliaga, PE*

*Technical Director, TRC Energy Services*

*On Behalf of PG&E Pacific Energy Center”*

*INTRODUCTORY OVERVIEW (from Megan Dawe with TRC Solutions)*

*“This survey will help PG&E develop a relevant and effective commercial building HVAC curriculum at the Pacific Energy Center (PEC). Survey questions gather feedback on the importance of specific skill development trainings, courses around emerging technologies and solutions, experience from previous PEC courses, and recommendations for future courses or other modifications to PEC course offerings. The survey is administered by TRC on behalf of PG&E’s PEC. Survey responses will be used to identify modifications and additions to PEC commercial HVAC curriculum. The survey should take 10-15 minutes to complete. We look forward to gathering your feedback. You can reach Megan Dawe with any further questions at [mdawe@trcsolutions.com](mailto:mdawe@trcsolutions.com).”*



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RESPONSE DEADLINE

The deadline has been extended to May 17, 2017 (from May 5<sup>th</sup>).

COMMUNICATION OUTREACH (from WHPA Resources)

- WHPA Staff (Bonnie Gustavson) distributed the initial survey information to the EBEE and WE&T Committees per request.
- WHPA Staff (Wendy Worrell) notified all WHPA Staff of the survey information for distribution to other Committees/Working Groups as deemed appropriate.
- WHPA EBEE Co-Chairs encouraged Member networking, such as Valley Contractors Exchange (Kate Leyden) reaching out to her Builder Exchanges/Contractor Associations for their input.

On behalf of Megan Dawe with TRC Solutions who was unable to attend the meeting, Co-Chair Barbara Hernesman (SynergyNexGen) provided an update on the Pacific Energy Center (PEC) HVAC Survey focused on PG&E territory based on the above reference information.

**ACTION:** EWG members encouraged to send the PEC HVAC Survey with a May 17<sup>th</sup> deadline to those in PG&E territory for valuable input.

**COMMENT:** Kate Leyden (Valley Contractors Exchange) commented that she found the survey content to be good and would pass it along. She liked that it asked about processes.

<b>Scheduling</b>
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The next EBEE Committee meeting (includes the EWG and “Community” members) was confirmed for Thursday, May 18, 2017 from 9:00am – 10:00am PDT. The meeting will primarily focus on the suggested Sub-Strategy 1.9.2 CAEECC Implementation Plan, including the proposed stakeholder feedback loop.

**COMMENT:** Susan Davison (CalCERTS) commented that they will “play off of” Michelle Costello’s (SDG&E) prior presentation although any comments from the group would be appreciated prior to them taking “a deep dive” into it. Susan confirmed that each player comes at it from their own perspective. She is thinking of the value of the CAEECC presentation for what it is and how we access it. Others may be thinking of it from what is in HVAC, what we do now and how we move forward, so it may take more than one presentation to cover it.

- **REPLY:** Co-Chair Barbara Hernesman (SynergyNexGen) agreed. There are questions for how it rolls out, how it affects “my constituents”, etcetera. She also expressed that a more specific responsible contractor definition is needed.

**ACTION:** WHPA Staff to distribute the proposed stakeholder engagement feedback loop process to the roster for review and input to Susan Davison (CalCERTS)/WHPA Staff ([wendy@performancealliance.org](mailto:wendy@performancealliance.org)) as soon as possible.

**ACTION:** Charles Segerstrom (Consultant) to coordinate timing for when Nehemiah Stone (Stone Energy Associates) will present his perspective on “Whole Building/Systems Approaches to Comprehensive Energy Efficiency in the Multi-Family Sector” to the EBEE Committee.

**ACTION:** Co-Chair Barbara Hernesman (SynergyNexGen) to continue coordinating with Gavin Healy about presenting on HVAC Performance Measures at a future EBEE Committee meeting.

*WHPA Staff Note:* The [WHPA EBEE Committee’s webpage](#) is regularly updated with meeting recordings, notes, and developing work product document(s).

<b>Adjournment</b>
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Co-Chair Barbara Hernesman (SynergyNexGen) adjourned the meeting at 9:58 am PDT.

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

ACTION ITEMS (Related to EBEE Committee Activities)

1. **ACTION:** EBEE-EWG Members to submit comments/questions about the proposed Work Product III Plan to WHPA Staff ([wendy@performancealliance.org](mailto:wendy@performancealliance.org)). (DONE)
2. **ACTION:** Susan Davison (CalCERTS), Brian Samuelson (CEC), and Paul Thomas (SDG&E) to coordinate the May 18<sup>th</sup> presentation on the suggested Sub-Strategy 1.9.2 CAEECC Implementation Plan with Susan as lead. Draft content is requested to be emailed to the Co-Chairs by May 16<sup>th</sup>. (INDEFINITELY POSTPONED)
3. **ACTION:** WHPA Staff to distribute the proposed stakeholder engagement feedback loop process to the roster for review and input to Susan Davison (CalCERTS)/WHPA Staff ([wendy@performancealliance.org](mailto:wendy@performancealliance.org)) as soon as possible. (DONE)
4. **ACTION:** EWG members encouraged to send the PEC HVAC Survey with a May 17<sup>th</sup> deadline to those in PG&E territory for valuable input. (DONE)
5. **ACTION:** Toan Trinh (SDG&E) agreed to provide further information about SDG&E's Trade Pro Alliance to the WHPA EBEE Committee for further discussion about the definition of "responsible contractor".
6. **ACTION:** Charles Segerstrom (Consultant) to coordinate timing for when Nehemiah Stone (Stone Energy Associates) will present his perspective on "Whole Building/Systems Approaches to Comprehensive Energy Efficiency in the Multi-Family Sector" to the EBEE Committee. (DONE)
7. **ACTION:** Co-Chair Barbara Hernesman (SynergyNexGen) to continue coordinating with Gavin Healy about presenting on HVAC Performance Measures at a future EBEE Committee meeting. (IN PROCESS)

ACTION ITEMS (Related to Stakeholder Input for Opinion Dynamics SB 350 Responsible Contractor Study)

8. **ACTION:** Ellen Steiner (Opinion Dynamics) to reach out to Kate Leyden (Valley Contractors Exchange) to further discuss how builder groups relate to the SB 350 Responsible Contractor study conducted by Opinion Dynamics.
9. **ACTION:** Ellen Steiner (Opinion Dynamics) to reach out to Charles Segerstrom (Consultant) to further discuss peer comparison resources as they relate to the SB 350 Responsible Contractor study conducted by Opinion Dynamics.
10. **ACTION:** Per Co-Chair Barbara Hernesman's (SynergyNexGen) suggestion, Ellen Steiner (Opinion Dynamics) to reach out to [NREL](http://www.nrel.gov) (National Renewable Energy Laboratory which developed a 4-tiered education model) as a resource for definitions of contractor technicians, responsible parties, plus identified programs, and the like.
11. **ACTION:** Paul Thomas (SDG&E) offered to assist Ellen Steiner (Opinion Dynamics) reach out to relevant SDG&E contacts for Opinion Dynamics' SB 350 Responsible Contractor Study.
12. **ACTION:** Co-Chair Barbara Hernesman (SynergyNexGen) to send a list of potential contacts to Ellen Steiner for Opinion Dynamics to approach about high performance measures for retrofitting.
13. **ACTION:** The WHPA EBEE Committee to look at the list of additional questions related to SB 350 Responsible Contractor Policy to incorporate into future meeting discussion.
14. **ACTION:** WHPA Staff to send out the list of additional WHPA EBEE Questions for the SB 350 Responsible Contractor Policy Presentation, along with the meeting recording. (DONE)
15. **ACTION:** Per Co-Chair Barbara Hernesman (SynergyNexGen) suggestion, when ready, Ellen Steiner (Opinion Dynamics) to come back to provide an SB 350 Responsible Contractor Survey update to the WHPA EBEE Committee.