



**WHPA Existing Buildings Energy Efficiency Action Plan Committee (EBEE)
Exploratory Working Group (EWG) Teleconference Summary Minutes
Thursday, October 5, 2017 (Scheduled for 9:00am – 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 10 participants attended the meeting with a quorum (6+) of voting members.

P = Present at meeting A = Absent from meeting; if proxy has been assigned it will be noted below.				
Organization	First Name	Last Name	WHPA Category	Attendance
CEC Advisors (non-voting)				
CEC (California Energy Commission)	Bill	Dietrich+	Government (Other than CPUC)	A
CEC (California Energy Commission)	Brian	Samuelson+	Government (Other than CPUC)	P
CEC (California Energy Commission)	Erik	Jensen+	Government (Other than CPUC)	A
CEC (California Energy Commission)	Joe	Loyer	Government (Other than CPUC)	A
CEC (California Energy Commission)	Judy	Roberson	Government (Other than CPUC)	A
CEC (California Energy Commission)	Tav	Cummins	Government (Other than CPUC)	A
Voting Members				
Air-Tro	Robert	Helbing	Contractor (Nonresidential)	A
Charles Segerstrom Consultant	Charles	Segerstrom	Energy Efficiency Program Consultant	P
HHEA (Healthy Home Environment Association)	Susan	Davison	Educator, Trainer	P
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	P
Indio Cooling & Heating Supply	Tim	Mann	Distributor	A (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
WHPA Staff				
InfoPlast	Wendy	Worrell	Other Stakeholder	P (Host/Scribe)

*** 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) – 3 min
- 2) **Co-Chairs’ Opening Comments** – Co-Chair (Barbara Hernesman) – 5 min
- 3) **Work Product Draft Review and Strategy 1.9 (Sub-Strategies 1.9.1 – 1.9.6) Fit** – Co-Chair (Barbara Hernesman) – 50 min
- 4) **Scheduling** – WHPA Staff (Wendy Worrell) – 2 min
 - a. EBEE: October 19th from 9:00 a.m. - 10:30 a.m. PDT
 - b. Agenda:
 - i. Work Product Draft Review, Finalization and Escalation Vote
 - ii. EBEE Committee Future Without WHPA Staff Support
- 5) **Adjournment** by 10:30am PDT – Co-Chair (Barbara Hernesman)

Opening Comments

Co-Chair Barbara Hernesman (SynergyNexGen) overviewed the agenda. She expressed her sincere appreciation for the honor of working with all on the Exploratory Working Group (EWG) in achieving the Committee’s efforts.



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Work Product Draft Review and Strategy 1.9 (Sub-Strategies 1.9.1 – 1.9.6) Fit

Co-Chair Barbara Hernesman (SynergyNexGen) reported that the developing Work Product III will summarize the educational presentations made through September of this year into a Market Education and Outreach (ME&O) resource document. This meeting's focus is on quick review of the content with an ask that the EWG members take time after the meeting to fully review the content. It is up to each member to decide if they want to look back through the slide decks and audio recordings as part of that review. The Co-Chair directed additional comments to be emailed to WHPA Staff, so they can be captured and incorporated into the final draft product, which will be reviewed at the full EBEE Committee at the next meeting.

ACTION: The Co-Chairs and WHPA Staff to incorporate initial 2017 strategizing conversations with the CEC and SDG&E into the opening narrative for the work product.

Co-Chair Barbara Hernesman (SynergyNexGen) clarified that the left-hand column in the draft Work Product includes link to the presentation made and then provides a summary of important slide content and commentary. The right column captures highlights from meeting discussion in the recording.

WHPA Staff reported that draft content has been generated for six of the of the eights presentations in the Draft Work Product.

7-20-17 Presentation Column Development Discussion

Co-Chair Barbara Hernesman (SynergyNexGen) asked for volunteers to help draft content for the 7-20-17 presentations made by Charles Segerstrom (Consultant) and by Linda Wigington (1000 Home Challenge).

ACTION: Charles Segerstrom (Consultant) to help complete summarization content on his 7-20-17 presentation for the related row in the Draft Work Product.

CAEECC Presentation Columns Review Discussion

Co-Chair Barbara Hernesman (SynergyNexGen) overviewed the existing content in the CAEECC presentation section of the Draft Work Product and facilitated discussion.

Susan Davison (HHEA) who developed this section of the Work Product clarified that there were 40 CAEECC meetings as well as ad hoc and special subcommittee meetings. There was a range of meetings so the "40 meeting" reference was a random number. Susan reported that when Michelle Costello (SDG&E) made the presentation, it was noted that it was a transparent and broad process to educate and bring voices to the table, but that emphasis was also made on the importance of the public regulatory process that was not going away.

There was general agreement that the EWG supports the CAEECC community engagement and stakeholder process and encourages keeping the process open and going to the public.

Daniel Jones (Consultant) noted that this engagement, not just for the Workforce Education & Training (WE&T) area, but for WHPA as a whole with industry engagement from the public, including industry, academia, etcetera, has been the most beneficial result of creating WHPA in the first place. He suggested the need for that point to be included in the overall statement somehow.

- Susan Davison (HHEA) agreed that a statement about the value of WHPA being an example of two-way communication across the HVAC industry is needed.
- Daniel Jones (Consultant) added that consumers and all stakeholders have benefited from conversation and work done in WHPA and that Commitment is needed to continue this. He added that from the industry side, clarification and understanding of where the vision is going is "huge". Clarification on where the State is



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going, etcetera, is needed so industry can move on. He reported that WHPA provides that clarity to the industry for “what is happening regardless of whatever position each stakeholder takes for whatever they are doing in the industry”. The guidance is there through WHPA and is part of the WE&T process for educating the workforce. “Market transformation is happening. It is not as rapid as we would like, but it is happening. Not only do we see where we need to go, but how we need to get there as a community.”

- Co-Chair Barbara Hernesman (SynergyNexGen) summarized that the EWG at large has been a pivotal part of the process to get stakeholder engagement from all sectors out of its silos and working to make things better especially with the regulatory agencies at hand.

In reply to Charles Segerstrom’s (Consultant) request for clarification on if the group is making comments on highlighted comments in the Draft Work Product or adding the EBEE-AP Strategy 1.9 fit, Co-Chair Barbara Hernesman (SynergyNexGen) clarified that the group is looking for the that fit as well.

ACTION: Per general agreement, WHPA Staff to add CAEECC presentation fit for EBEE-AP Sub-Strategies 1.9.2 and 1.9.6.

Draft Work Product Development Next Steps Discussion

ACTION: EWG Members to review the Draft Work Product template and add email comments, including EBEE-AP Strategy 1.9 its Sub-Strategies (1.9.1 thru 1.9.6) fits by October 13, 2017. *(Bob Wiseman - IHACI, Daniel Jones - Consultant, Kate Leyden – Valley Contractors Exchange committed to the needed review during the meeting.)*

ACTION: WHPA Staff to consolidate received input and distribute the revised Draft Work Product to the EBEE Committee for review on October 16, 2017 as October 19, 2017 EBEE Committee meeting preparation.

ACTION: Daniel Jones (Consultant) to review and provide any needed comments related to his presentation columns.

Draft Work Product Format Discussion

Co-Chair Barbara Hernesman (SynergyNexGen) reported that the draft layout is intended to be the format for the final Work Product (III) from this group, but asked for input on if it is comprehensive enough.

DECISION: There was general agreement to keep the current format for Work Product III.

Closing Comments/Scheduling

Future EBEE Committee and WHPA Engagement Discussion

Co-Chair Barbara Hernesman (SynergyNexGen) strongly suggested that this type of Committee impact and this type of forum be passed along to the WHPA HVAC Stakeholder Engagement Strategy Committee (HSES) for understanding of what can be achieved and the importance of something like this for successful stakeholder engagement with development work product results. She opened the meeting for EWG comments to “say what you need to say”.

Charles Segerstrom commented that this type of WHPA format is needed, particularly for discussion about existing buildings and whole buildings beyond just HVAC if progress is going to be made. “WHPA dialogue needs to continue somewhere. If not here, where? If not now, when? The sticker shock for how it has been done certainly needs review, but there are other ways to do this and discussion is needed.” Charles confirmed his belief that the issue of dealing with existing buildings is a critical discussion and the “hardest nut to crack” that needs to continue in a forum such as WHPA.

- Kate Leyden (Valley Contractor Exchange) voiced “complete agreement” with the above stated comments. She noted that each presentation brought out the challenges that are faced as this is not an easy solution. She has appreciated be part of this process and has felt more able to bring contractors into the conversation. For the first time, she “felt” like she knew what was being discussed and that she finally understood what CEC is



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thinking. She commented that she also knows that many contractors are not paying attention and that education is needed.

- Co-Chair Barbara Hernesman (SynergyNexGen) confirmed her agreement that contractors and technicians view the process as “how much can I get done, how much can I gain from this, and how can I keep my doors open?”

Pepper Hunziker (Tre’Laine Associates) requested clarification on the ask going forward in terms of the overarching feedback loop that is part of the conversation as well as a specific ask for this Work Product, including specific instructions for what is requested for each. She indicated that one piece of the conversation is more about the WHPA platform.

- Co-Chair Barbara Hernesman (SynergyNexGen) clarified that the mapping exercise is to focus on the Work Product and is the priority, but that if anyone wants to add comments at the bottom about the need for the WHPA platform for this particular group, they should “feel free to do so”.

WHPA Staff reminded that there is time planned on the October 19, 2017 EBEE Committee meeting agenda to discuss “the future of the EBEE without WHPA Staff support” and recommended advanced thoughts for that discussion.

Bob Wiseman (IHACI) reported that he has been around since the beginning of WHPA when everything was done in silos. He noted that having this type of forum has really made a huge difference for everyone. For CEC and the IOUs to do their jobs correctly, they need this type of feedback. In his mind moving forward, it is not “how” to do it, it is a matter of “who” will support this process. Who has enough stake in the game to see the value in this? He reminded that the IOUs are not the only stakeholders with a huge vested interest in this process, as the CEC, manufacturers, etcetera are also key players in the process. Who will put forward the leadership and the money to continue this engagement at some level?

- Co-Chair Barbara Hernesman (SynergyNexGen) confirmed her agreement with the above comments and noted that it speaks to what Sub-Strategy 1.9.6 clarifies for an Energy Efficiency Collaborative – Statewide Agency Leadership. It does not have to only be funded by ratepayer taxes. Because of the value provided, she suggested that all the state regulatory agencies need to support these efforts going forward if existing buildings improvements and goals are to be achieved. “Going back into silos is not an option for success.”

Daniel Jones (Consultant) asked how the EBEE Committee as a collective whole can propagate the conversation between all the stakeholders.

- Pepper Hunziker (Tre’Laine Associates) made a three-pronged suggestion for how the EBEE Committee could proceed with fostering stakeholder engagement going forward.
 1. Use feedback as one layer once there is clarification for where the repository is for WHPA members to provide feedback on how WHPA has impacted them, as well as their thoughts for how the type of stakeholder engagement that has occurred in WHPA can continue in the future.
 2. Continue connection as a group, although some creativity may be needed in the interim while the larger decisions are being made at the HSES and Executive Committee (EC) level. (Pepper expressed “hope” that this level of engagement will continue in some way.)
 3. Use the current Work Product and what is presented as it goes through the escalation stages as another important avenue for communication.
- Co-Chair Barbara Hernesman (SynergyNexGen) confirmed agreement that it makes sense to “tease out” those three suggestions. She clarified that the EBEE Committee does need to decide how they want to proceed.
- WHPA Staff reported that while decisions are being made in November and December, there is nothing preventing WHPA Committees from continuing to meet as member supported, nor anything requiring stakeholder engagement to stop once WHPA Staff is no longer there to help the process. There are Committee Chair resources on the WHPA website that can help Committees stay engaged if someone is willing to host meetings and capture notes. Staff reported that both the EBEE Co-Chairs have clarified that they do not intend



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to continue in 2018 without Staff support and that the information has been reported internally as needed, but noted that she would personally “hate to see the stakeholder engagement within WHPA go away”.

- Co-Chair Barbara Hernesman (SynergyNexGen) commented that she, Bob Wiseman (IHACI), Tim Mann (Indio Cooling & Heating Supply), and Pepper Hunziker (Tre’Laine Associates) are all involved in the HSES Committee. She clarified that it is important for the EWG group to make statements, so they can be a catalyst to move that communication forward to the HSES Committee. “What is the desire to move this forward for whatever WHPA and stakeholder engagement looks like in the future?”

ACTION: WHPA Staff to bring the suggestion for a feedback repository for WHPA member input to the WHPA Staff leadership for review.

The next EBEE Committee meeting (includes the EWG and “Community” members) was confirmed for Thursday, October 19, 2017 from 9:00am – 10:30am PDT. The agenda will include review, finalization, and escalation voting on the Draft Work Product, as well as discussion of the EBEE Committee’s future without WHPA Staff support which ceases October 31, 2017.

Adjournment

Co-Chair Barbara Hernesman (SynergyNexGen) adjourned the meeting at 10:04 am PDT.

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

ACTION ITEMS

1. **ACTION:** The Co-Chairs and WHPA Staff to incorporate initial 2017 strategizing conversations with the CEC and SDG&E into the opening narrative for the work product. (DONE)
2. **ACTION:** Charles Segerstrom (Consultant) to help complete summarization content on his 7-20-17 presentation for the related row in the Draft Work Product. (DONE)
3. **ACTION:** Per general agreement, WHPA Staff to add CAEECC presentation fit for EBEE-AP Sub-Strategies 1.9.2 and 1.9.6. (DONE)
4. **ACTION:** EWG Members to clarify the EBEE-AP fit for Strategy 1.9 and its Sub-Strategies (1.9.1 thru 1.9.6) for all presentations as part of the Draft Work Product review and input. (DONE)
5. **ACTION:** EWG Members to review the Draft Work Product template and add email comments, including EBEE-AP Strategy 1.9 its Sub-Strategies (1.9.1 thru 1.9.6) fits by October 13, 2017. (*Bob Wiseman - IHACI, Daniel Jones - Consultant, Kate Leyden – Valley Contractors Exchange committed to the needed review during the meeting.*) (DONE)
6. **ACTION:** WHPA Staff to consolidate received input and distribute the revised Draft Work Product to the EBEE Committee for review on October 16, 2017 as October 19, 2017 EBEE Committee meeting preparation. (DONE)
7. **ACTION:** Daniel Jones (Consultant) to review and provide any needed comments related to his presentation columns. (DONE)
8. **ACTION:** WHPA Staff to bring the suggestion for a feedback repository for WHPA member input to the WHPA Staff leadership for review. (DONE)

KEY DECISIONS (Recommendations)

1. **DECISION:** There was general agreement to keep the current format for Work Product III.