

Call to Order

The meeting was called to order at 10:06 a.m. PDT by meeting facilitator, Elsia Galawish (Staff), in Chair Rob Falke's (NCI) absence. Meetings are normally scheduled for 60 minutes.

Roll Call & Agenda

There are eight (8) voting members and meeting quorum is 5.

| Organization | First Name | Last Name | WHPA Category | P=Present |
|--|------------|-----------|--------------------------------------|-----------|
| Voting Members | | | | |
| BMI (BuildingMetrics Inc.) | Pete | Jacobs | Energy Efficiency Program Consultant | P |
| Cumming Corporation | Brian | Mauleon | Energy Efficiency Program Consultant | P |
| Green Link Mechanical | Jerry | Hernandez | Contractor (Nonresidential) | P |
| Tre'Laine Associates | Pepper | Hunziker | Energy Efficiency Program Consultant | P |
| Non-Voting Members | | | | |
| AMS (American Mechanical Services) | Marc | Pickett | Contractor (Nonresidential) | P |
| NCI (National Comfort Institute) | Ben | Lipscomb | Educator, Trainer | P |
| Staff | | | | |
| Galawish Consulting Associates (Staff Support) | Elsia | Galawish | Energy Efficiency Program Consultant | P |

Elsia Galawish (Staff) reviewed the agenda. Due to Chair Rob Falke's (NCI) absence, the CI WG and ASHRAE SPC 221 updates were the only presentations presented.

| ITEM | AGENDA TOPICS | DISCUSSION LEADER |
|--|--|-------------------|
| 5 min | Welcome and Roll Call | Falke/Galawish |
| 2 min | Approval of April 21, 2017 Meeting Notes | Galawish |
| 5 min | Review Agenda and 2017 Goals | Falke |
| 10 min | CI Data Spec Working Group Update | Jacobs |
| 20 min | Goals 2 and 6 Update: Work Products for 2017 | Falke |
| 10 min | ASHRAE SPC 221 Update | Lipscomb |
| 3 min | New Business | Falke |
| 5 min | Closing Comments/Adjournment | Galawish |
| | Next Meeting – July 21, 2017: 10 a.m. - 11 a.m. PDT | Galawish |
| <p><u>GENERAL REMINDERS</u></p> <ul style="list-style-type: none"> • 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 voting. • Identify yourself prior to speaking with your name and 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.) | | |

Approve Minutes of Previous Meeting

There was not a quorum to approve the April 21, 2017, CQI Meeting minutes; an email vote request for approval has been sent to members.

CI Data Spec Working Group Update – Pete Jacobs (BMI)

- Goal #3: *Data Specs – Complete and approve a specification to measure and score the performance of installed commercial maintenance and residential installation HVAC systems.*
 - The Working Group is pretty close to wrapping up data specs activities:
 - CQI data specs approved by EC in January 2017;
 - Delivered the RQI data specs in April 2017 to the RQI Committee;
 - QM Specs: WG members are still reviewing the draft QM specs. Pete Jacobs (BMI) will incorporate feedback and send to the CQM Committee for their consideration in early July.
- Goal #4: *Determine the calculation methods for “developing a standardized, repeatable performance-based method for system evaluation.*
 - Pete Jacobs (BMI) is working on the HVAC system’s calculation methods in conjunction with the ASHRAE SPC 221 Committee.
- Goal #5: *Develop simplified test protocols supporting procedures forming a HVAC system performance assessment process that could be effectively utilized by HVAC and EM&V professionals in the field to measure and score the performance of installed HVAC systems.*
 - Pete Jacobs (BMI) noted that work will begin later in the year.

ASHRAE SPC 221 Update – Ben Lipscomb (NCI)

- On track with original schedule to have approval by December 2017. The SPC 221 Committee will review and discuss the final Draft Proposed Standard at the 6/26/17 ASHRAE Summer Meeting in Long Beach.
 - Close to having public review. Various task groups have been working on finalizing the standard.
 - Scope and title revisions were submitted to ASHRAE. The scope more clearly defines the types of systems that are applicable. It calls out air-sourced HP or air-delivery DX. The title has been shortened.
 - Current proposed schedule for approval:
 - Final revisions, comments, and edits are due by Monday, July 10, 2017.
 - Final version sent to SPC 221 Committee on by August 17, 2017.
 - Email vote from SPC 221 Committee on August 21, 2017.
 - Distributed for public review in late August.
 - Public review in September and October.
 - Responses to Public Review comments.
 - Final Standard 221 Committee vote in November.
 - Approval by ASHRAE Standards Committee at Winter Meeting; publication to follow.

Closing Comments/Adjournment

Next Meeting: Friday, July 21, 2017 at 10:00 a.m. PDT.

The meeting was adjourned earlier than usual at 10:21 p.m. PDT.

*(PPT Presentation and **ACTION ITEMS** posted on page 3)*

PowerPoint Presentation



CI Committe Meeting
Slides 6-16-17 (2).ppt

ACTION ITEMS

1. Elsia Galawish (Staff) to send email to voting members for approval of 4/21/2017 minutes.
2. Send email reminder to the CQI WG for review of QM data specs and comments – due 6/23/17.

Submitted by Elsia Galawish, WHPA Staff
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