

Call to Order

Mark Lowry (BBI CEO) called the meeting to order at 12:04 p.m. PST.

Agenda

Topic	Facilitator
Roll Call	Bonnie Gustavson
Approve Minutes of October 18, 2017, EC Meeting Announcements: 2017 Staff Support Ceased 10/31/17	Mark Lowry
Vote on Chairperson for the Re-Established Charter Committee	Mark Lowry
Update on HVAC Stakeholder Engagement Strategy Committee	Paul Thomas, Bob Wiseman, HSES Co-Chairs
Compliance Committee: <i>“Understanding the Residential HVAC Compliance Shortfall”</i> White Paper	Bob Barks, Chair CALBO
Compliance Online Permitting Working Group: <i>“Feasibility of Online Permitting Memo”</i>	Louis Fuentes, Chair Air Conditioning Guys
Existing Buildings Energy Efficiency Action Plan Committee: <i>“WPIII: EBEE Action Plan Strategy 1.9 Market Education and Outreach Presentation Series Resource”</i>	Barbara Hernesman, Co-Chair SynergyNexGen
New Business and Adjourn	Mark Lowry

Roll Call – Attendance

A quorum (eight or more) of the Executive Committee (EC) was present or represented by proxy.
To avoid repetition, the abbreviation for the name of the member organization will be used in the body of the minutes.

Organization	First Name	Last Name	WHPA Category	P=Present
Executive Committee				
ACCA (Air Conditioning Contractors of America)	Don	Langston	Contractor Association	Standing proxy to Louis Fuentes
AHRI (Air-Conditioning, Heating, and Refrigeration Institute)	Garrett	McGuire	HVAC Manufacturer Association	P
ASHRAE	Ron	Jarnagin (Co-Chair)	Engineering Society	P
CEC (California Energy Commission)	Lea	Haro	Government (Other than CPUC)	P
CPUC (California Public Utilities Commission)	unassigned		CPUC	
HARDI (Heating, Airconditioning & Refrigeration Distributors International)	Talbot	Gee	Distributor Association	P
IHACI (Institute of Heating and Air Conditioning Industries)	Bob	Wiseman	Contractor Association	P
JCEEP (Joint Committee on Energy and Environmental Policy) Western States Council	Dave	Dias	Organized Labor	P-proxy for UA @ 1pmPST
NCI (National Comfort Institute)	Dominick	Guarino	Educator, Trainer	
PG&E (Pacific Gas and Electric Company)	Christian	Weber	California IOU	P
SCE (Southern California Edison)	Scott	Higa	California IOU	P
SDG&E (San Diego Gas & Electric)	Paul	Thomas (Co-Chair)	California IOU	P
SoCalGas (Southern California Gas Company)	Harvey	Bringas	California IOU	

Organization	First Name	Last Name	WHPA Category	P=Present
UA (United Association)	Don	Tanaka	Organized Labor	P-proxy @ 1pmPST to JCEEP
ACCA (Air Conditioning Contractors of America)	Louis	Fuentes	Contractor Association	P-proxy for ACCA
CALBO (California Building Officials) (presenter)	Bob	Barks	Codes & Standard Official (Association or Jurisdiction)	P
PG&E (Pacific Gas and Electric Company)	Mark	Salavitch	California IOU	P
SynergyNexGen (presenter)	Barbara	Hernesman	Energy Efficiency Program Consultant	P
BBI (Better Buildings, Inc. CEO) (Facilitator)	Mark	Lowry	Energy Efficiency Program Consultant	P
BJGustavson Consulting (WebEx)	Bonnie	Gustavson	Other Stakeholder	P
InfoPlast	Wendy	Worrell	Other Stakeholder	P
Key SEO/Key Marketing Group (Scribe)	Judy	Johnson	Other Stakeholder	P
Opinion Dynamics	Ellen	Steiner	Energy Efficiency Program Consultant	P

Approve Minutes of October 18, 2017, Meeting – posted on WHPA website

MOTION made by Ron Jarnagin (ASHRAE) and seconded by Dave Dias (JCEEP) to approve the Meeting Minutes of October 18, 2017. All EC members present or represented by proxy voted in favor of passing the motion. Motion **CARRIED**.

Announcements

COMMENT by Mark Lowry (BBI CEO) – WHPA Staff support for most WHPA activities, including Working Groups and most Committees, ceased October 31, 2017, due to the wind-down of IOU funding. (Scribe comment – Staff funding will continue for a limited period for the Executive Committee, the HVAC Stakeholder Engagement Strategy (HSES) Committee, the website, and a few other tasks.)

COMMENT by Mark Lowry (BBI CEO) – An electronic communication will be sent out to the general WHPA membership within the next few days to inform them of the re-engagement of the Charter Committee and the work of the HVAC Stakeholder Engagement Committee in terms of their work for the WHPA to become a separate entity.

Vote on Chairperson for the Re-Established Charter Committee

COMMENT by Mark Lowry (BBI CEO) – Dave Dias (JCEEP) has agreed to chair the re-established Charter Committee which will work with the HSES Committee to carry out the decisions of the Executive Committee from the October 2017 EC Meeting regarding the potential future of the WHPA. (Scribe note – The Executive Committee is required to vote on the chair’s appointment as the Charter Committee reports to the Executive Committee.) The work will start immediately after Friday’s Stakeholder Engagement Committee Meeting.

COMMENT by Dave Dias (JCEEP) – I am happy to do this.

MOTION made by Paul Thomas (SDG&E) and seconded by Bob Wiseman (IHACI) to approve David Dias (JCEEP) as Chair of the re-established Charter Committee. All EC members present or represented by proxy voted in favor of passing the motion. Motion **CARRIED**.

Update on HVAC Stakeholder Engagement Strategy (HSES) Committee

COMMENT by Bob Wiseman (IHACI and Industry Co-Chair of HSES Committee) – We had discussion on scoping at the last meeting. We are thinking on the HSES Committee to work on the bigger issues and the Charter Committee to work on the details.

The Committee started discussion on the basic questions about the WHPA. We came to some consensus on a few issues:

- Having a California-centric organization makes sense, although there are national implications for what we do.
- The mission/vision/goals are a bit up in the air as there is not a recent Strategic Plan as we originally had.
- There was thought that the scope of the WHPA might grow a little, perhaps adding some generation. No major changes were seen for the scope of the group.
- In the next HSES Meeting (November 10), we will discuss, “Will the member paradigm remain the same? Will we open this up to charitable contributions? Should the WHPA be involved in political action? Who will be the Board of Directors? What will it look like?”

COMMENT by Paul Thomas (SDG&E and IOU Co-Chair of HSES Committee) – I want to represent all the IOUs in stating our appreciation for all the hard work associated with this effort. I think that we are moving pretty quickly in the right direction.

Compliance Committee: “Understanding the Residential HVAC Compliance Shortfall” White Paper – Work Product posted on WHPA website

PRESENTATION by Bob Barks (CALBO and Chair of the Compliance Committee) – This Compliance Committee Work Product, “Understanding the Residential HVAC Compliance Shortfall” is the Committee’s primary Work Product for 2017 and is being presented to the Executive Committee for adoption.

To give some background on this Work Product, the California Energy Commission (CEC) issued the Existing Buildings Energy Efficiency Action Plan (Action Plan) in late 2016. The Action Plan is a 10-year roadmap to activate market forces and transform California’s existing residential, commercial, and public building stock into high-performing and energy-efficient buildings.

The WHPA Compliance Committee was tasked to provide input to the CEC regarding perceived gaps that impact higher rates of code compliance. This Work Product is a follow-up to an EBEE Work Product of 2016. Through charrettes and by working with the CEC, the EBEE Committee identified an extensive list of gaps that need to be addressed in the Strategic Plan. Among those gaps in the report are 1.5.5 Shortfalls. These five gaps are very relevant to the compliance problem that we see in the state of California. The specific gaps discussed by the Compliance Committee include:

1. Insufficient Data
2. Insufficient Tools.
3. Lack of Effective Enforcement
4. Low Stakeholder Value Proposition
5. Motivating Behaviors

The Committee had valuable discussions with many stakeholders. We came up with some unique ideas that have not been presented before and came up with a lot of areas where there is need for greater education, greater information, and greater coordination among many of the parties that are involved in the compliance process.

This Work Product captures the essence of our discussions during the year and was approved by unanimous vote of the Committee members.

MOTION made by Louis Fuentes (ACCA) and seconded by Bob Wiseman (IHACI) to adopt the Compliance Committee’s Work Product “Understanding the Residential HVAC Compliance Shortfall.” All EC members present or represented by proxy voted in favor of passing the motion with an abstention by Lea Haro (CEC). Lea Haro (CEC) said she is abstaining because this comments on the CEC Energy Efficiency Action Plan but personally wanted to comment that the report was very good and drilled down into some of the issues with compliance. (It was noted that Lea Haro (CEC) voted AYE at the Compliance Committee level). **Motion CARRIED.**

COMMENT by Bob Barks (CALBO) – The Committee thanks the EC for the vote. The Committee worked very hard on this document.

Compliance Online Permitting Working Group: “Feasibility of Online Permitting Memo” – Work Product posted on WHPA website

COMMENT by Louis Fuentes (Air Conditioning Guys and Chair of the Compliance Online Permitting Working Group) – This OPWG Work Product, “Feasibility of Online Permitting Memo,” is being presented to the Executive Committee for adoption. There were five documents that made up this whole process. It was a major task for this Committee. Thanks to the original chair of this Working Group, Allison Paul (California Homebuilding Foundation) for getting this work started. Compliance Committee Chair Bob Barks was also very helpful in contributing his experience on the government side. There was also input from surveys. We concluded that online permitting is feasible, but there are funding questions and other concerns, some of which we address in the document.

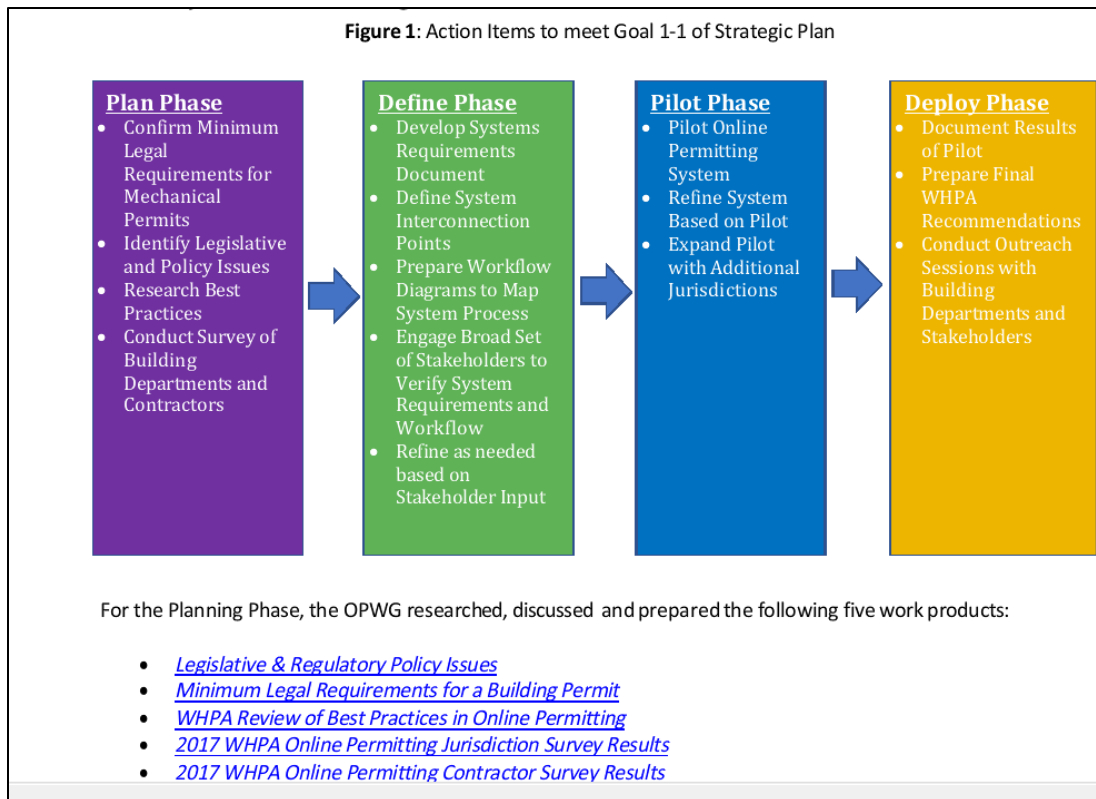
COMMENT by Scott Higa (SCE) – I can see from the document that there has been a lot of work, including all the memos that went into this. I want to thank the members of the Working Group for doing that. However, I want to point out that, in regard to the conclusion that online permitting for HVAC alterations is feasible, I don’t necessarily see clear evidence of facts backing up that statement. Timing and technology are issues. Is the market ready for this technology? How much will online permitting impact the compliance rates? More evidence is needed to back up the concluding statements.

RESPONSE by Louis Fuentes (Air Conditioning Guys and Chair of the Compliance Online Permitting Working Group) – This Working Group was asked to clarify **if** a statewide online permitting program would work. How it’s going to work is a larger discussion. Can we implement tools that will allow contractor to pull permits online? The conclusion is, “Yes, it is feasible.” Some municipalities are already doing it on a smaller scale, and there are pilot technologies that work.

COMMENT by Bob Barks (CALBO and Chair of the Compliance Committee) – Online permitting is being done throughout the state of California by various private firms and by a number of jurisdictions. I think the feasibility is demonstrated by the activity that is already going on in the marketplace by private industry and by government agencies that are already using online permitting systems. Probably one of the biggest drawbacks to all of the systems is a lack of coordination or clear understanding and standardization of requirements around the state with the 593 jurisdictions. It can get pretty chaotic if you have a number of players in the market. The paper and the research from the Working Group have shown that there are online permitting systems out there. They have discovered some of the gaps and some of the user preferences for those systems. That is all valuable information. The conclusion that *it is feasible* is largely supported by the current action in the marketplace by third-party companies and by the jurisdictions. This paper summarizes all the work of the Online Permitting Working Group that has been meeting twice a month for much of the past year. They took on what is a major project to figure out how to take the next steps. Also, from my perspective, I want to thank Louis Fuentes (Air Conditioning Guys) and all the Working Group members who worked on this. They took on a real tremendous task. There probably is a need for more research to move the ball forward, but the Working Group has shown in the Memo that *it is feasible* and that it is already being done. There are a lot of elements that need to be further vetted and researched.

COMMENT by Wendy Worrell (WHPA Staff Support for OPWG) – This Memo is based off of the prior research that was done; it was not for all of the other areas; and the Work Product Summary indicates that additional research is definitely needed.

COMMENT by Bob Barks (CALBO and Chair of the Compliance Committee) – Referring to Figure 1 of this paper, we should point out that the other four OPWG memos and this memo are all related only to the first box in that figure (shown below). There are four progressive elements to the subject. There is additional work needed in those other three boxes with a lot of vetting to be sure that it is done properly.



COMMENT by Scott Higa (SCE) – There is more research that needs to be done to support the conclusion of the document, specifically on improving code compliance rates in California.

MOTION made by Ron Jarnagin (ASHRAE) and seconded by Bob Wiseman (IHACI) to adopt the Compliance Online Permitting Working Group Work Product “Feasibility of Online Permitting Memo.” A roll call vote was taken. AYE votes were cast by ACCA (Louis Fuentes), AHRI (Garrett McGuire), ASHRAE (Ron Jarnagin), HARDI (Talbot Gee), IHACI (Bob Wiseman), JCEEP (Dave Dias), and UA (Don Tanaka). NAY votes were cast by PG&E (Christian Weber), SCE (Scott Higa), and SDG&E (Paul Thomas). One Abstention vote was cast by CEC (Lea Haro). Motion **CARRIED**.

Existing Buildings Energy Efficiency Action Plan Committee: “WPIII: EBEE Action Plan Strategy 1.9 Market Education and Outreach Presentation Series Resource” – Work Product posted on WHPA website

COMMENT by Barbara Hernesman (SynergyNexGen and Co-Chair of the Existing Buildings Energy Efficiency Action Plan Committee) – This Work Product, “WPIII: EBEE Action Plan Strategy 1.9 Market Education and Outreach Presentation Series Resource” is being presented to the Executive Committee for adoption.

PRESENTATION by Wendy Worrell (WHPA Staff Support to EBEE Committee) – There was a prior Work Product adopted which identified gaps and barriers and was focused on the Existing Buildings Energy Efficiency Action Plan (EBEE-AP). The EBEE-AP covers all existing buildings in the Single-Family, Multifamily, Commercial, and Public Buildings sectors. To determine the 2017 focus of the Committee, the Committee Co-Chairs met with advisors from the California Energy Commission’s (CEC) Existing Buildings Unit and with San Diego Gas and Electric (SDG&E) to discuss how the WHPA EBEE Committee might best provide collaborative input into EBEE Action Plan activities through the HVAC lens. After also evaluating the CEC’s expressed EBEE Action Plan priorities for 2017, the WHPA EBEE Committee elected to focus on EBEE Action Plan Strategy 1.9: State Policy Leadership.

The goal of the EBEE in 2017 was to develop and provide an educational presentation series to provide understanding of the concepts presented in EBEE-AP Strategy 1.9 and its Sub-Strategies 1.9.1 thru 1.9.6. This EBEE-AP Strategy 1.9 Market Education and Outreach Presentation Series Resource summarizes that presentation series in a single document.

This Market Education and Outreach (ME&O) Resource Work Product (about 23 pages) consolidates several presentation materials, audio recordings, and key highlights into a single document and links those resources to the Existing Buildings Energy Efficiency (EBEE) Action Plan Strategy 1.9: State Policy Leadership. The specific resources included in the Work Product include:

1. “Building a Better Energy Efficiency Future: CAEECC and Business Plan Overview” – Presented by Michelle Costello with SDG&E on April 6, 2017
2. “Cal TF – eTRM: Electronic Technical Reference Manual” – Presented by Alina Zohrabian with PG&E on April 20, 2017
3. “Responsible Contractor Policy for Energy Efficiency Programs: Study Overview” – Presented by Ellen Steiner with Opinion Dynamics on May 4, 2017
4. “Multifamily Energy Efficiency and Health, Economics, and Decarbonization in a Whole-Building Approach” – Presented by Nehemiah Stone with Stone Energy Associates on June 15, 2017
5. “The Whole Building Approach: A Paradigm Shift” – Presented by Charles Segerstrom, Consultant, on July 20, 2017
6. “Deep Reductions – 1000 Home Challenge Lessons Learned” – Presented by Linda Wigington with 1000 Home Challenge on July 20, 2017
7. “Achieving Energy Efficiency in Existing Multifamily Buildings” – Presented by Megan Ching with the Association for Energy Affordability (AEA) on September 21, 2017
8. “Financing Options for HVAC/Energy Efficient Applications and Compliance of Multifamily, Small & Medium Commercial Facilities” – Presented by Daniel Jones, Consultant, on September 21, 2017

The expectation is that this Work Product, which includes links to the actual source presentation materials and highlights of discussions within the Working Group about the presentation, will be housed on the Western HVAC Performance Alliance (WHPA) website as a public document.

COMMENT by Barbara Hernesman (SynergyNexGen and Co-Chair of the Existing Buildings Energy Efficiency Action Plan Committee) – Thank you for the opportunity to serve for the past three years on this Committee.

MOTION made by Paul Thomas (SDG&E) and seconded by Ron Jarnagin (ASHRAE) to adopt the EBEE-AP Committee’s Work Product “WPIII: EBEE Action Plan Strategy 1.9 Market Education and Outreach Presentation Series Resource.” All EC members present or represented by proxy voted in favor of passing the motion. Motion **CARRIED**.

New Business and Adjourn

No other new business was presented.

The next Executive Committee Meeting is by conference call on Wednesday, November 15, 2017, at noon Pacific Time. This is an additional meeting during November in order to review additional Work Products.

The meeting adjourned at 1:08 p.m. PST.

Notes by Judy Key Johnson, WHPA Staff
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