

Call to Order

Mark Lowry (BBI COO) called the meeting to order at 12:07 p.m. PDT.

Agenda

Topic	Discussion Leader
Roll Call	Bonnie Gustavson
Approve Minutes of May 17, 2017, Quarterly Joint Meeting	Mark Lowry
Approve New Member Applications	Mark Lowry
Announcements: <ul style="list-style-type: none"> Welcome Christian Weber, PG&E In-Person Meeting Location and Dates Committee Resource Allocations 	Mark Lowry
HVAC Compliance Work Product	Bob Barks
Industry Perspective	Bob Wiseman
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	Assigned proxy to ACCA
ASHRAE	Ron	Jarnagin (Co-Chair)	Engineering Society	P
CEC (California Energy Commission)	Lea	Haro	Government (Other than CPUC)	P
CPUC (California Public Utilities Commission) Energy Division	Steve	Rickert	CPUC	P
HARDI (Heating, Airconditioning & Refrigeration Distributors International)	Talbot	Gee	Distributor Association	Assigned proxy to ACCA
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	Had proxy for UA; email voted “Aye” for Minutes, Apps, and Work Product
NCI (National Comfort Institute)	Dominick	Guarino	Educator, Trainer	P
PG&E (Pacific Gas and Electric Company)	Christian	Weber	California IOU	P
SCE (Southern California Edison)	Scott	Higa	California IOU	P

Organization	First Name	Last Name	WHPA Category	P=Present
SDG&E (San Diego Gas & Electric)	Paul	Thomas (Co-Chair)	California IOU	P
SoCalGas (Southern California Gas Company)	Harvey	Bringas	California IOU	P
UA (United Association)	Don	Tanaka	Organized Labor	Assigned proxy to JCEEP
Guests				
ACCA (Air Conditioning Contractors of America)	Louis	Fuentes	Contractor (Nonresidential)	P-standing proxy for ACCA; had proxies for HARDI and AHRI
CALBO (California Building Officials) (presenter)	Bob	Barks	Codes & Standards Official (Association or Jurisdiction)	P
Staff				
BBI (Better Buildings, Inc. COO) (Facilitator)	Mark	Lowry	Energy Efficiency Program Consultant	P
BJGustavson Consulting (WebEx)	Bonnie	Gustavson	Other Stakeholder	P
InfoPlast (Compliance Staff Support/presenter)	Wendy	Worrell	Other Stakeholder	P
Key SEO/Key Marketing Group (Scribe)	Judy	Johnson	Other Stakeholder	P

Approve Minutes of May 17, 2017, EC Minutes – posted on WHPA website

MOTION made by Paul Thomas (SDG&E) and seconded by Louis Fuentes (ACCA) to approve the EC Meeting Minutes of May 17, 2017. All EC members present or represented by proxy voted in favor of passing the motion, except for Steve Rickert (CPUC) who abstained. Motion **CARRIED**.

Approve New Member Applications

1. **Cumming Corporation:** Energy Efficiency Program Consultant Category; Brian Mauleon, Project Manager):
COMMENT by Mark Lowry (BBI COO) – Brian Mauleon (Cumming Corporation) will continue to participate in the CQI Committee and also wants to participate in the EBEE Committee.
2. **HHEA (Healthy Home Environment Association):** Educator, Trainer Category; Susan Davison, President:
COMMENT by Mark Lowry (BBI COO) – Susan Davison (HHEA) has been a contributor to WHPA for a long time when she was with CalCERTS, and she wishes to remain active on both the EBEE and WE&T Committees

MOTION made by Paul Thomas (SDG&E) and seconded by Ron Jarnagin (ASHRAE) to approve the two applications for membership. All EC members present or represented by proxy voted in favor of passing the motion, except for Steve Rickert (CPUC) who abstained. Motion **CARRIED**.

Announcements

ANNOUNCEMENT by Mark Lowry (BBI COO) – Welcome Christian Weber (PG&E Product Manager) to the Executive Committee who is replacing Jeanne Duvall’s PG&E’s seat. He is also representing PG&E on the Council of Advisors.

COMMENT by Christian Weber (PG&E) – My assignment on the Executive Committee may be interim.

ANNOUNCEMENT by Mark Lowry (BBI COO) – The annual In-Person Meeting is confirmed for Pasadena at the same time as the IHACI Trade Show. WHPA tentative meeting dates are Wednesday, November 1, and the morning of Thursday, November 2.

ANNOUNCEMENT by Mark Lowry (BBI COO) – At the beginning of 2017, the Implementation Plans for the SMART Goals were established, and the Committee resource allocations were announced for the first six months of the year. With the end of the first half of 2017, Ellen Steiner (Staff) is finalizing the resource allocations with the committee chairs for the second half of 2017.

HVAC Compliance Work Product – posted on WHPA website

BACKGROUND – At the January 18 EC Meeting, the Compliance Definition Matrix Work Product was presented by Compliance Committee Chair Bob Barks (CALBO). The EC had questions on that Work Product and requested changes; hence, a revised version of the Compliance Definition Matrix Work Product was presented at the March 15 EC Meeting. During that discussion, there was confusion as to what changes had been made so the Work Product was not put up for a vote. Subsequently, additional changes were made collaboratively at the Compliance Committee level before again putting the Work Product to vote and submitting it to the EC for a final vote.

The Work Product presented today includes the following updates to the March document made by the Compliance Committee:

- Addition of an Owner Definitions tab to further define the color coding of “Owner,” “Shared,” and “Factor”;
- Market Actor column changes for Utility, Certifying Body, Third Party Quality Assurance Provider, and Educator/Trainer on the Residential and Nonresidential HVAC Compliance tabs;
- Components of HVAC Installation Process row changes for removal of Utility row boxes except for the added factor for “Implement Codes and Standards Programs (e.g. Energy Code Ace)” with clarification that the component is not a Compliance Item;
- Cross-referencing of Compliance Items to the Components of the HVAC Installation Process on the Component Definitions tab for consistency with the Residential and Nonresidential HVAC Compliance tabs;
- Adjustment to the representative WHPA member organizations listed under the Third-Party Quality Assurance Provider row on the Market Actor Glossary tab.

PRESENTATION by Bob Barks (CALBO), Chair of the Compliance Committee – There have been multiple parties to the Matrix—not only by the IOUs but others have also made changes to the Matrix. Two versions of the Work Product were developed:

1. **OPTION A** – Altered the Matrix per the request of the IOUs to remove them from the Matrix completely.
 2. **OPTION B** – Moves the utilities under “Other Stakeholders” and adds a new row at the bottom of the matrix that states “Implements Codes and Standards Programs (e.g. Energy Code Ace)” under which the utilities are listed as a “factor.” Option B is the version of the Work Product that is supported by the Compliance Committee and presented to the EC.
- An email vote was held with the Compliance Committee, and they voted Aye or Nay on either or both documents. The CEC and the IOUs abstained from voting.
 - The preferred document by the majority of the voting panel was Option B that includes the IOUs but minimizes their place in the document. The feeling of the Committee was, “We’re all in this together.”
 - The Committee worked over a year on this Work Product. It addresses an HVAC system changeout but also includes other areas.
 - The Work Product explains what compliance is, and the Matrix shows the interactions of the parties. It shows not only that compliance responsibilities fall heavily on contractors and building officials but also that other parties come into the compliance sphere and have an impact on producing a compliant system.

QUESTION by Paul Thomas (SDG&E) – What was changed since the last version of the proposed Work Product other than the requests for change by the IOUs and CEC?

ANSWER by Wendy Worrell (Staff) – Changes are noted in the accompanying Work Product Summary (*Note from Scribe: See the bulleted items under “Background” on this page*). The only other major change, highlighted in red on page 1 and page 4 of the Matrix, is the inclusion of third-party quality control providers in the Matrix. The third-party quality control providers were included in the original Matrix, however at this time there are none in place.

QUESTION by Paul Thomas (SDG&E) – If we eliminate the language in red, does the Work Product need to go back to the Committee?

ANSWER by Wendy Worrell (Staff) – No, the EC has the authority to modify the Work Product and then adopt the revised document.

COMMENT by Paul Thomas (SDG&E) – I have the lead on this document for the IOUs, and we appreciate the work of the Compliance Committee. I believe that we can approve this document as presented today.

COMMENT by Scott Higa (SCE) – The language in red regarding third-party quality control providers is not significant to the IOUs in terms of approving this document.

COMMENT by Bob Barks (CALBO) – The language in black is legally required by regulations; the language in red is not required.

MOTION made by Paul Thomas (SDG&E) and seconded by Ron Jarnagin (ASHRAE) to approve the Work Product Option B as presented to the Executive Committee with the change to remove the language in red about third-party quality control providers. All EC members present or represented by proxy voted in favor of passing the motion, except for the CPUC (Steve Rickert) and CEC (Lea Haro) who abstained. Motion **CARRIED**.

Industry Insights

PRESENTATION by Bob Wiseman (IHACI) – IHACI, the Institute of Heating and Air Conditioning Industries, is a long-established HVAC industry association which includes contractors, IOUs, distributors, and covers pretty much the entire industry. I am Chairman of the Board of IHACI and president of Canoga Park Heating & Air.

IHACI is focused on two primary issues:

1. Training for a skilled HVAC workforce
2. Having a level playing field so the appropriate quality of work can be done

IHACI has aligned itself with NATE for its training. The training is supported by the IOUs and the manufacturers of the equipment that is installed. Often there is a requirement in IOU programs that a certain percentage of the workforce be certified by NATE. Therefore, in 2017 IHACI launched a new-hire training program—a four-night training program and a NATE exam proctored by IHACI. It has been very successful. This is the first time that IHACI has had a program for new entries into the industry.

IHACI has a total of 59 different classes and specialized training all over California. Many of the class sessions are offered in partnership with the IOUs. More than 90,000 students have been trained.

Just last week, IHACI was awarded the Partner of the Year award from the California Community Colleges.

In terms of growing the potential of the HVAC workforce, IHACI is beginning an initiative to bring more qualified young people into this industry by developing an educational outreach initiative planned to go into high schools and even into junior high schools.

IHACI fully recognizes that once you train a technician, you need an environment where you can use those skills. In California, the cost of doing permitted work is much higher than the cost of doing non-permitted work. After much work by many organizations and people, the compliance environment is better but not yet significantly better. A California homeowner must spend an extra \$1,000 for a permitted project, driving the total cost of a residential HVAC project from around \$2,000 (non-permitted) up to \$3,000 (permitted). What is needed is an environment where every contractor does permitted work.

QUESTION by Mark Lowry (BBI COO) – A lot of the IHACI training is done in conjunction with the IOUs. Does IHACI have a perspective about the changes in IOU program design and structure as it relates to training?

ANSWER by Bob Wiseman (IHACI) – IHACI has always focused on having very knowledgeable instructors in the classroom; i.e., people who do the work in the field. In order to better evaluate training and instructors, in recent years, IHACI has tried to quantify what students know before they start the class and what they know when they finish the class.

COMMENT from Paul Thomas (SDG&E) – I have taken a number of the courses and have enjoyed them. It dovetails nicely with the IOU programs and is a good example of the integration of WE&T and energy efficiency programs.

New Business and Adjourn

- No other new business was presented.
- The next Executive Committee Meeting is by conference call on Wednesday, July 19, 2017, at noon Pacific Time.
- The meeting adjourned at 12:55 p.m. PDT.

Notes by Judy Key Johnson
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