



# WHPA CHARTERING COMMITTEE MEETING

December 4, 2017 (11:00am – 12:00pm PST)

## AGENDA

1. Roll Call
2. Chair's Opening Comments
3. Continued WHPA Vision, Mission & Goals Development and Finalization
4. Next Steps
5. Adjournment by 12:30pm

**Note:** Rather than take agenda time, Chartering Committee Minute Minutes will be emailed for review and stated vote approval as soon as possible post meetings.



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For Telephone access:

1. Dial 1-712-775-7035
2. Enter Participant Access Code: **209130#**

Announce yourself and organization when speaking.

**Mute when not speaking.**

- Use \*6 to take on/off mute thru teleconference line if needed

## ◀ ROLL CALL (Invitees)

WHPA Staff, Wendy Worrell (5 min)

- ASHRAE – Ron Jarnagin
- CALBO – Bob Barks
- IHACI – Bob Wiseman
- JCEEP – **David Dias (CHAIR)**
- NCI – Mel Johnson
- SynergyNexGen – Barbara Hernesman
  
- **WHPA Staff** – Mark Lowry (WHPA Transition Lead)  
Wendy Worrell (Committee Staff Support)  
Judy Johnson (Work Product Development)



# Chair's Opening Comments

Chair David Dias (JCEEP) – (5 min)

## ► Agenda Overview

### 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) – 5 min
- 2) **Chair's Opening Comments** - Chair (David Dias, JCEEP) – 5 min
- 3) **Continued WHPA Vision, Mission & Goals Development/Finalization** – Chair (David Dias, JCEEP) - 75 min  
*Live Edits – Judy Johnson (WHPA Staff, Key SEO)*
- 4) **Next Steps** – Chair (David Dias, JCEEP) - 5 min
  - a. Next Meeting: December 6, 2017 from 11:00am – 12:30am PST
  - b. Next Agenda:
    - i. Bylaws Review and Discussion
    - ii. Articles of Incorporation Development
- 5) **Adjournment** by 12:30pm PST – Chair (David Dias, JCEEP)



# ◀ WHPA Vision, Mission & Goals Review/Discussion

Chair, David Dias (JCEEP) – (30 min)

## ▶ Redline Version Review and Updates

- Live edits onscreen during meeting –  
*Judy Johnson (WHPA Staff – Key SEO)*



## Next Steps

Chair, David Dias (JCEEP) – (5 min)

### ▶ Next Meeting(s):

- Wednesday, December 6, 2017
- 11:00am – 12:30pm PST

### ▶ Next Agenda(s) to include:

- Bylaws Review and Discussion
- Articles of Incorporation Development
- Other (As Needed)





## Meeting Close

Chair, David Dias (JCEEP)

- ▶ Adjourment by 12:30pm PST



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## For More Information, Contact ...

### ▶ WHPA Committee Chair

- David Dias (JCEEP)
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- 925-208-4903

### ▶ WHPA Staff

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- Wendy Worrell (Committee Staff Support)
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