



# WHPA HVAC STAKEHOLDER ENGAGEMENT STRATEGY (HSES) COMMITTEE MEETING

December 15, 2017 (9:00am – 10:30am PST)

## AGENDA

1. Roll Call
2. Co-Chairs' Opening Comments
3. Bylaws Overview & Final Development Discussion
4. Articles of Incorporation for Nonprofit Organization in Illinois Overview & Vetting
5. Adjournment by 10:30pm

**Note:** Rather than take agenda time, HSES Committee Minute Minutes will be emailed for review and stated vote approval outside of meetings.



WESTERN HVAC  
PERFORMANCE  
ALLIANCE

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)

- ❑ ACCA – Don Langston
- ❑ AHRI – Garrett McGuire
- ❑ ASHRAE – Ron Jarnagin (Guest)
- ❑ CALBO – Bob Barks
- ❑ CEC – Lea Haro
- ❑ CPUC – Peter Biermayer, Justin Hagler & Jeorge Tagnipes
- ❑ Galawish Consulting Associates – Elsia Galawish
- ❑ HARDI – Talbot Gee
- ❑ HVAC Excellence – Eugene Silberstein
- ❑ ICSC – Keith Walker
- ❑ IHACI – **Bob Wiseman (CO-CHAIR)**
- ❑ Indio Cooling & Heating Supply – Tim Mann
- ❑ JCEEP – David Dias
- ❑ NCI – Mel Johnson
- ❑ PG&E – Mark Salavitch and Christian Weber
- ❑ SCE – Scott Higa
- ❑ SDG&E – **Paul Thomas (CO-CHAIR)** & Pedro Ramirez
- ❑ SoCalGas – Harvey Bringas
- ❑ SMUD – Ravi Patel
- ❑ SynergyNexGen – Barbara Hernesman
- ❑ Transformative Wave – Joe Schmutzler
- ❑ Tre'Laine Associates – Pepper Hunziker
- ❑ WHPA Staff – Mark Lowry, Wendy Worrell, & Judy Johnson (Guest)



# Co-Chairs' Opening Comments

Co-Chairs Bob Wiseman (IHACI) & Paul Thomas (SDG&E) – (5 min)

- ▶ Chartering Committee Welcome
- ▶ Agenda Overview

PDT TIME	TOPIC	FACILITATOR
5 min. 9:00-9:05	Roll Call	Wendy Worrell
10 min. 9:05-9:15	Co-Chairs' Opening Comments <ul style="list-style-type: none"><li>• Chartering Committee Welcome</li><li>• Agenda Overview  (Ctrl)</li><li>• Report Out on Transition Status Update to Executive Committee</li></ul>	Bob Wiseman & Paul Thomas
75 min. 9:15-10:30	Bylaws Overview & Final Development Discussion <ul style="list-style-type: none"><li>• Articles 1 thru 7 Decisions (Live Edits as Needed)</li><li>• Articles 8+ Vetting (Live Edits as Needed)</li></ul> Articles of Incorporation for Nonprofit Organization in Illinois Overview & Vetting	Mark Lowry & Dave Dias
by 10:30am	Adjournment	Paul Thomas



# ◀ Co-Chairs' Opening Comments

Co-Chairs Bob Wiseman (IHACI) & Paul Thomas (SDG&E) – (10 min)

- ▶ Report Out on Dec 13<sup>th</sup> Transition Status Update to WHPA Executive Committee (EC)
  - Mark Lowry (WHPA Staff – BBI) overviewed Scoping Outputs for proposed Incorporation Documents
  - **New Information for HSES Committee Knowledge**
    - **State of Incorporation:** California, Illinois, other?
      - Legal Counsel Recommendation for Illinois Incorporation
    - **Specific Purpose (for Bylaws – IRS app. package)**

“The specific purpose of the Corporation shall include without limitation to serve as a credible, reliable, influential, and effective resource for a broad-based community of stakeholders who have joined forces to transform the Heating, Ventilation, Air Conditioning, and Refrigeration marketplace focused on energy efficiency, environmental quality, and sustainability goals and outcomes.”



# ◀ Co-Chairs' Opening Comments

Co-Chairs Bob Wiseman (IHACI) & Paul Thomas (SDG&E) – (10 min)

## ▶ Report Out on Dec 13<sup>th</sup> Transition Status Update to WHPA EC (continued)

### ◦ New Information for HSES Committee Knowledge

#### ▪ Board Composition:

- Interim = Current WHPA EC?

#### • Go-Forward:

- Minimum 2 Directors from Each Voting Member Category
- Range = 11-17
- Terms = 3 years, rotating (1/3 annually)
- Election:
  - Nominating Committee Slate
  - Vote by General Membership



# ◀ Co-Chairs' Opening Comments

Co-Chairs Bob Wiseman (IHACI) & Paul Thomas (SDG&E) – (10 min)

## ▶ Report Out on Dec 13<sup>th</sup> Transition Status Update to WHPA EC (continued)

### ◦ New Information for HSES Committee Knowledge

#### ▪ Officers of the Corporation Composition:

##### • Positions:

- Chair
- Vice-Chair
- Secretary
- Treasurer

##### • Term: 2 years

##### • Election: Drawn/Elected from Board





# Incorporation Documents' Overview & Final Vetting

WHPA Staff, Mark Lowry (BBI)/Chartering Chair, Dave Dias (JCEEP) – (75min)

## ▶ Bylaws Overview & Final Development Discussion

- Articles 1 thru 7 Decisions Overview
- Articles 8+ Vetting

## ▶ Articles of Incorporation for Nonprofit Org in IL Overview & Vetting

- ## ▶ Live Onscreen Edits During Meeting –
- *Judy Johnson (WHPA Staff – Key SEO)*





## Meeting Close

Co-Chair, Paul Thomas (SDG&E)

- ▶ Next Steps
- ▶ Adjournment by 10:30am PST





## For More Information, Contact ...

### ▶ WHPA Committee Co-Chairs

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