



## Western HVAC Performance Alliance Executive Committee and Council of Advisors Meeting Summary Minutes November 14, 2012

### Call to Order

The meeting host, Jeremy Reefe of San Diego Gas & Electric, called the meeting to order at 9:15 am.

### Roll Call - Council of Advisors

Eleven of the 12 members of the Executive Committee (EC) were present in person or by phone or were represented by proxy (a quorum is 7); 22 members of the 27 members of the Council of Advisors (COA) were present or represented by proxy (a quorum is 14).

X = Present at meeting			
A = Absent voting member; if proxy has been assigned it will be noted below.			
* indicates member of Executive Committee			
WHPA Council of Advisors Member Organizations			
*ACCA	Don	Langston*	X
ACTA	Jill	Mojica	A
*AHRI	Warren	Lupson*	X
*ASHRAE	Robert (Bob)	Baker*	X
BPI	Tiger	Adolf	X
CALBO	Tom	Garcia	X
CEC	Eurlyne	Geiszler	X
*Energy Division, CPUC	Hazlyn	Fortune*	phone
*HARDI	Talbot	Gee*	X
HVAC Excellence – Tom Tebbe proxy to Howard Weiss of HVAC Excellence	Howard	Weiss	X
IAPMO	Hugo	Aguilar	phone
ICC (International Code Council)	Jay	Peters	phone
*IHACI	Bob	Wiseman*	X
NATE (North American Technical Excellence)	Don	Freundberg	A – proxy to Warren Lupson
NCI	Dominick	Guarino	X
*Pacific Gas & Electric- IOU Statewide Lead	James	Tuleya*	X
Pacific Gas & Electric – IOU At-Large	K.C.	Spivey	A - proxy to James Tuleya
RESNET	Steve	Baden	A
RSES	Mark	Lowry	A
SCE – IOU At-Large	Mel	Johnson	X
*SCE- IOU Statewide Lead	Mugi	Lukito*	X
*San Diego Gas & Electric	Jeremy	Reefe*	X
SMACNA (Cal SMACNA)	Josh	Rosa	A
SMUD	Ravi	Patel	phone
*SMWIA Western States Council	Erik	Emblem*	A
*SoCalGas – IOU Statewide Lead	Carlos	Ruiz*	X
*UA (So. Calif. United Association Union of Plumbers, Fitters, Welders, and HVAC Service Techs)	Don	Tanaka*	X
Guests (non – voting)			
Energy Division, CPUC	Simon	Baker	X
Energy Division, CPUC	Nils	Strindberg	X
Energy Division, CPUC	Peter	Jacobs	phone
WHPA Sr. Advisor (BBI) Key Initiatives	Dale	Gustavson	X
WHPA Sr. Advisor (RSG)) Key Initiatives	Paul	Kyllo	X
WHPA Staff (KMG) Website/ Newsletter/Staff	Scott	Johnson	X
WHPA Sr. Advisor (NBI) HVAC Action Plan	Kristin	Heinemeier	X
WHPA Staff (KMG) Scribe	Judy	Johnson	X



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<b>Agenda</b>	
<b>Topic</b>	<b>Discussion Leader</b>
Roll Call	Judy Johnson (scribe) – WHPA staff
HVAC Action Plan Updates	Jeremy Reefer – SDG&E
HVAC Energy Savings Updates, including HVAC Research Roadmap	Nils Strindberg – Energy Division
WHPA Key Initiatives	Paul Kylo--WHPA senior advisor
Overview of CPUC Proposed Decision for 2013-2014 IOU Programs	Nils Strindberg – Energy Division
Role of the Executive Committee and Council of Advisors	Group
Goal 1-4: Committee Updates	Committee Chairs
Next Steps	Jeremy Reefer – SDG&E
Adjourn	Jeremy Reefer– SDG&E

**Remarks (non-agenda item)**

Talbot Gee (HARDI): Regarding role of the EC panelists on the Public Forum that immediately follows this session: There has been no preparation of the panel for this event, and no input by the EC into the agenda or questions for the Public Forum.

- Jeremy Reefer (San Diego Gas & Electric) – Questions will primarily be fielded by IOUs. Additionally, no member of the EC is required to participate.

**DECISION** – Expressed by James Tuleya, Chair of the Executive Committee (Pacific Gas & Electric) - Participation on the Public Forum panel by EC industry members is voluntary. Also, each industry panelist is representing his own opinion or, optionally at each panelist’s choice, the opinion of his organization; they are not speaking for the WHPA.

DISCUSSION by EC members, with general willingness to participate.

**HVAC Action Plan Updates**

Jeremy Reefer: (Addressing the group) how do we get the HVAC Action Plan moving forward at a pace to meet the goals of the Strategic Plan?

- Bob Baker (ASHRAE) – It’s too time-consuming to read all of the WHPA documents including all the committee and subcommittee proceedings. It would be very helpful to receive a summary of the activities within the full breadth of the WHPA. The content as presently provided is too massive to do what I think ASHRAE has asked me to do within the WHPA.
  - Talbot Gee – Receiving an activities summary should be a part of the funded work of WHPA staff. His request is to consolidate and help interpret all the various elements within the state, not just the WHPA. For example, how does the statewide WE&T committee interact with the WHPA committees? A chart showing all the acronyms and the interactions would be really helpful. I sometime call Dale Gustavson (WHPA Staff Senior Advisor) and EC Chair James Tuleya to get their perspective.
  - Warren Lupson (AHRI) – I agree (with Talbot Gee’s comment). If we knew what the significant items of the WHPA were, I could contribute, but presently I just can’t handle the workload of sorting through a lot of material.



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- Dale Gustavson (WHPA Sr. Advisor (BBI) Key Initiatives) – It is a very difficult task to provide a consolidated summary, because each consolidation involves judgment, and some things would get left out, content that someone else thinks should be in the summary document.
- Mel Johnson (SCE – IOU At-Large) the EMI report emphasized the need for clear two-way communication within the WHPA. The underlying frustration is in how the information gets processed.
- Don Langston (ACCA) – As a California-based contractor, I left the Nov. 2011 in-person WHPA meeting full of hope and optimism. I think of the last year of the WHPA year as a lost year, due to funding gaps and other things. We need to get the WHPA momentum back.
- QUESTION – Talbot Gee – Is there a forum for input to the WHPA staff 2013/2014 Scope of Work? In looking at the 6-page Scope of Work now, there should be an EC meeting solely to go through the Scope of Work.
- EC Chair Tuleya stated that a draft version of the Scope of Work was distributed to the EC prior to finalization, with almost no feedback. At this point the SOW has been distributed to potential service providers.

**ACTION** – Chair Tuleya to re-circulate the Scope of Work to the EC, while making everyone aware that the timing for receiving comments is very tight. If the contract is not awarded soon there will be a period with no WHPA staffing, which is not desirable.

### **HVAC Energy Savings Updates, including HVAC Research Roadmap – Nils Strindberg, Energy Division, CPUC**

*(A PowerPoint was shown; Nils seeking guidance within the CPUC as to if the PowerPoint can be provided to meeting attendees with the EC/COA notes, and also if it can be posted on the WHPA website with the meeting notes- scribe Judy Johnson)*

Introduction by Chair Tuleya – Work papers are how an IOU or a utility program submits to the CPUC how much energy savings results from a particular program. We are working to have more collaboration among the various stakeholders starting at the early stages. In addition, through regulatory processes we are trying to establish what credit the IOUs get for energy savings from programs. Of the four vehicles to clarify energy saving issues, this HVAC research is a primary one. It is designed to settle some of the questions about energy savings. There has not been enough research in the past. The research program can be done through funding of ratepayer programs, plus finding out what research is being done by industry, for example the ACCA project. We want to pull all this information together to drive us toward fact-based decision making.

- Mel Johnson – Having come from the HVAC industry, and now working for an IOU (SCE), it is my view that we are doing the right thing by collaborating more with the industry. Programs are being designed around industry standards and industry input. This is really significant work. We, the IOUs, want to hear from the HVAC industry.

QUESTION – Talbot Gee – Is there a summary of past IOU programs? For example, was rebate participation up or down in the last cycle?

- Chair Tuleya – The Energy Division puts together an annual report. Nils Strindberg (Energy Division, CPUC) wrote the last one.

**ACTION** – Chair Tuleya and Nils Strindberg – Joint action to review the ED report and see how to make it easier for industry members to digest.

- Mugi Lukito (SCE- IOU Statewide Lead) – There are metrics (key indicators) reported; these can be reported to the WHPA.

**ACTION** (IOUs) – In the future the metrics will be presented to the EC.

Hazlyn Fortune (Energy Division, CPUC) – There is a lot of information in the CPUC ED report. It would be helpful to know what kind of information you (industry) are looking for.

- Talbot Gee – One example is the number of contractors participating in the rebate programs. But I don't know what questions to ask. Also, I know (through HARDI) the year-to-year changes in the shipment of unitary equipment within California. How does that track to the number of rebates issued?

QUESTION – Talbot Gee – At the November 2011 in-person EC/COA meeting I was encouraged by the DEER discussion. What I don't know is if it caused any changes?

- Simon Baker – The discussion did not influence 2013 and 2014 because a lot of the questions raised required research. The research program will help us address those issues and update our assumptions. Energy Division is making more of



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our research findings available to industry. In the interim it would be good to get feedback from the industry to the Energy Division.

SUGGESTION – Don Langston – It would be great to establish a dashboard of (California) energy efficiency metrics (such as participation in rebate programs, permits pulled, etc.) and post them on the WHPA website; it would drive people to the website and help inform the HVAC industry.

PRESENTATION on Research roadmap by Nils Strindberg, Energy Division, CPUC

Commercial upstream HVAC programs – The upstream research going on is fairly limited.

- Chair Tuleya – This “impact evaluation” research is, in essence, a check that a program is working and succeeding as expected since this rebate program for commercial equipment purchase started in 2004. On the commercial side, this seems to have the highest cost-effectiveness, even more than residential, due to the hours of operation of the equipment.
- Talbot Gee – This program impacts our equipment distributors (Talbot Gee is COO for HARDI, a national trade association of HVAC equipment distributors). We would like to see the metrics in order to be able to see if the program is being measured as effective, so that we can get back to our distributors and let them know what the view is of the program.
- Chair Tuleya – We have briefed the participating distributors during the process, even if your association is not aware. What impacts the budget is largely the result of the research, if the savings being claimed are there. This commercial program has been a shining star.

QUESTION – Simon Baker (Energy Division, CPUC) – Did the 2013/14 budget for upstream programs go up or down?

- Mugi Lukito (SCE) – It went up, but in the process of rebalancing and redistributing the budget. We can allocate budget within the segment portfolio, between upstream and downstream among other variables.
- Jeremy Reeve (SDG&E) – QI and QM programs are harder to implement. You can burn through money really fast with just an upstream program.

SUMMARY – Jeremy Reeve – WHPA feedback is critical; the more industry feedback and dialog, the better the success of the Strategic Plan. I will be asking the industry to look at our research roadmap and then ask what research may exist in industry that they can share with us.

QUESTION – Talbot Gee – If it is found by industry data that the install base is further behind than expected, would that impact the programs?

- (Bob Baker was out of the room) – It was stated that he should respond to the question.
- Peter Jacobs (Energy Division) – There are many factors, but in an early replacement scenario we take account of the energy efficiency of the equipment. It is a different situation if the equipment is end of life.

Other research programs were presented; details on PowerPoint

1. Residential and commercial quality installation
2. Residential and commercial quality maintenance
3. HVC Laboratory Testing

Market evaluations included in 2013-2014 research roadmaps

1. Title 24 compliance
2. HVAC contractor and technician behavior phase
3. Quality maintenance process evaluation

Summary by Nils Strindberg – The next steps for the research roadmap are to finalize the EM&V programs; we are looking for last comments. This roadmap is near final, although there may be some budget shifts. In early December, ED plans a stakeholder review meeting. On December 11<sup>th</sup> they will present the finalized programs and then make a decision about the research plan for the next two years in Jan. 2013.

**ACTION** – Chair Tuleya – Offered to be the focal point for any questions on the research roadmap from WHPA members, and then get a response back to them.

**WHPA Key Initiatives – Paul Kylo, WHPA staff, Senior Advisor**

**Background** - Paul Kylo (project manager for Key Initiative process).



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The Key Initiatives is a project envisioned by IOUs and the Energy Division. The goal is to dedicate sufficient staff resource to projects that need a lot of industry input, with the staff (Paul Kylo of RSG and Dale Gustavson of Better Buildings Inc.) going out in the industry and helping focus the discussion on a few topics.

The Key Initiative process was introduced at the June 2012 WHPA Executive Committee meeting. The staff started with a list of about 18 initiatives and through interviews with industry stakeholders in the WHPA during June and July we ended up with 22 proposed initiatives. This list was prioritized by staff, who recommended six Key Initiatives to the EC at the August 8<sup>th</sup> meeting. The EC reviewed all 22 initiatives and selected six as the Key Initiatives (some variation from the six proposed by staff).

### Approved Key Initiatives

1. Facilitate consensus on energy savings attributable to economizer retrofits and different economizer strategies
2. Coordinate WHPA input for Statewide “Action Plan” Efforts
3. Coordinate current industry-led efforts to quantify energy savings attributable to QI and QM
4. Facilitate discussions on non-energy savings benefits of HVAC programs
5. Implement recommendations from the WHPA Progress Report, written by EMI
6. Start dialog on the energy savings attributable to portable Fault Detection and Diagnostics (FDD)

QUESTION to Paul Kylo – Are the Key Initiatives in a prioritized order?

- Response – Not exactly, but there were weights assigned for multiple factors and applied to each initiative, so you can say that the first initiatives had an overall higher weight than the lower-numbered ones.

### Discussion of Key Initiative #1

Don Langston (HVAC contractor) – It’s a struggle to explain economizer savings to our customers. We need better tools to capture economizer data, including failure points, to provide sales points to potential buyers. Also, it is important that the industry (“real-world people”) is engaged in this research project.

- Paul Kylo – There is a need for more and better data than the current “one size fits all” economizer data.
- Dale Gustavson – The private sector may have better economizer data than the IOUs and ED; I encourage industry to provide any data they think may be helpful.
- Simon Baker – ED and its consultants need to hear from industry on this topic, and see industry data even if it is not complete.
- Warren Lupson – It is premature for training (WE&T) to take place on economizers until more progress has been achieved in understanding.
- Mel Johnson – Economizers needs to be dealt with through the industry standards (ASHRAE, ACCA, etc.), which are only now being updated for economizers. Standards work is continuing.

**ACTION** – EC and COA industry members to notify Jeremy Reeve if they want to provide economizer input on this Key Initiative.

Agenda change - It was determined that there was insufficient time on today’s agenda to discuss the remaining five Key Initiatives in the necessary detail and with input and interaction from all stakeholders.

**ACTION:** Paul Kylo with Chair Tuleya – Review each Key Initiative in detail at a future Executive Committee conference call.

Paul Kylo – Very quick review of status of the remaining five initiatives:

2. Coordinate WHPA input for Statewide “Action Plan” Efforts
  - Staff to coordinate. Mark Cherniack has already done so for the main HVAC Action Plan.
3. Coordinate current industry-led efforts to quantify energy savings attributable to QI and QM
  - Lot of research is underway or planned. Need to figure out how to leverage all those efforts into one common goal for QI and QM. This is a staff effort to figure out and bring it back, so we can benefit from each other’s research.
4. Facilitate discussions on non-energy savings benefits of HVAC programs
  - Need to share information.
5. Implement recommendations from the EMI WHPA Progress Report
  - The EMI report has been posted on WHPA website including a summary. Activities to review and implement as appropriate will be ongoing in 2013.
6. Start dialog on the energy savings attributable to portable Fault Detection and Diagnostics (FDD)
  - This Key Initiative was added by the EC during the August EC meeting. The issue is similar to #1 (Economizers), namely what are the savings and what is the role in persistence and reliability of savings? This Initiative needs to be better defined, and will benefit from a long dialog about next steps.



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**ACTION** – Jeremy Reefe – to keep the WHPA informed of various statewide meetings relevant to HVAC

Comment – Dale Gustavson (co-leader of the Key Initiative project) – Lisa Shell of PG&E is the IOU HVAC sector lead; she has been engaged with the WHPA, and will keep the WHPA involved as appropriate.

### Overview of CPUC Proposed Decision for 2013-2014 IOU Programs

This agenda item was not covered due to lack of time

### Goal 1-4: Committee Updates

MOTION by Talbot Gee to defer all committee updates, except Res QI and Compliance, in the interest of time remaining. Second by Warren Lupson. Unanimous Ayes. The motion passed.

MOTION by Talbot Gee to take last the 30 minutes of this EC/COA meeting for an EC-only meeting to discuss WHPA governance and process. Second by Warren Lupson. Vote by EC– Unanimous Ayes except one Abstention (Chair Tuleya) and no No's. The motion passed.

### Compliance Committee

Presentation by Tom Garcia (CALBO) – Chair of the Compliance committee (*Judy has requested a copy of Tom's PPT from Jeremy and also directly from Tom*)

This is an active committee, which met most recently on November 8, 2012. They recently sent out a survey to active committee members as part of the input process.

The Compliance Committee has seven goals, with the bandwidth to work on the first three goals. The goals are posted on the WHPA website under Compliance Committee meeting notes.

<http://www.performancealliance.org/Portals/4/Documents/Committees/Goal1/WHPA%20Meeting%20Minutes%20-%20Compliance%20Committee%20GOALS%20as%20of%20121108.pdf>

The PowerPoint described status of the goals.

Tom Garcia offered an assessment of how the remaining four goals might be addressed:

- Goal 4 – The County of Los Angeles has done some work that might be useful on a statewide basis.
- Goal 5 – The consulting firm PECE developed a clear and useful graphic on the acceptance process for use by building departments, etc. PECE may do something similar for the HVAC change out process.
- Goal 6 – Want to make sure IOU programs that offer rebates do require permits.
- Goal 7 – This goal has been sidelined due to concerns expressed by HARDI and AHRI on the idea of serial number tracking as a possible contributor to supporting code compliance. Talbot Gee of HARDI delivered a 30 minute presentation on this issue at the November Compliance committee meeting (the PPT is posted on the WHPA website under Compliance committee meeting notes.)  
<http://www.performancealliance.org/Committees/Goal1ComplianceCommittee/tabid/200/Default.aspx>
  - **ACTION** – Talbot Gee to send the presentation to Simon Baker, per Baker's request.
  - There remains a wide diversity of opinion on the topic. Request for ACTION from Executive Committee.

### Residential Quality Inspection Committee

Introduction by Mel Johnson (SCE) – Chair of the Goal 2 Residential and Commercial QI and QM Committee (with four subcommittees). The Res QI committee is in a holding pattern, awaiting feedback on the white paper from the EC. The paper was presented to the EC at the June 13 meeting, and also discussed at the October 14 meeting. The EC has not yet taken any official action on the report.

- Talbot Gee – The compliance comments (about serial number tracking) need to be removed from the Res QI report; the subcommittee also needs to remove some prescriptive language (“shalls” and “wills”) from the report.
- Warren Lupson – It is a great document; he supports the changes listed by Talbot Gee and then suggests that the report be returned to the EC for action.



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**ACTION** – Chair Tuleya volunteered to redline the document and get it out to the EC by Monday Nov. 19, with a goal of EC feedback and then email vote. If accelerated timing does not work, the revised report can be put on the agenda for the Dec. 12<sup>th</sup> EC meeting.

### Role of the Executive Committee and Council of Advisors

Jeremy Reeve – Reeve and Energy Division personnel Nils Strindberg and Hazlyn Fortune are interested in how to get the COA more engaged in the WHPA. For example, the Res QI document is an amazing document. If we get a lot of these industry reports moving through the committees we can shine as an example of industry collaboration.

Dale Gustavson – As a reminder, in Nov. 2011 the EC was 12 governing bodies and there was no COA. Then there was the major reorganization. A piece of work not yet done is to revise and update the WHPA charter to reflect all these changes, and to determine what duties are handled by the COA and which by EC, and other issues.

- Dale Gustavson reported that Mark Lowery, the COA chair (who was not in attendance at this meeting) wants the COA to play a more active role in the WHPA, with more collaboration. One idea – the COA get updates from the committees and helps direct communication within the WHPA, while the EC focuses more on governance and sustainability. The COA membership, which includes all EC members, is very broadly-based.

Chair Tuleya – The WHPA staff Scope of Work for 2013/2014 has plans for staff support for two face-to-face meetings of the combined COA and EC, plus additional webinar meetings.

Heinemeier (WHPA Sr. Advisor) – There are about 15 WHPA committees and subcommittees, and over time they will each issue one or more reports.

### Adjourn

The joint meeting of the Executive Committee and the Council of Advisors adjourned at 12:30 p.m.

Minutes submitted by Judy Johnson, WHPA Staff. [judy@betterbuildings.com](mailto:judy@betterbuildings.com)