September 29th, 2008
Conference Call

MINUTES

1800 Massachusetts Ave,
NW, Suite 300
Washington, DC 20036
T: 202 828-7422
F: 202 828-5110
www.usgbc.org

LEED Steering Committee (LSC)

Title	LSC Member	Attendance	Proxy	Voting	Attendance
Chair	Scot Horst*	X	n/a	Yes	
Vice Chair	Joel Ann Todd*		n/a	Yes	
LEED-NC	Muscoe Martin	X	Craig Kneeland	Yes	
LEED-EB	Stu Carron		Sheila Sheridan	Yes	
LEED-CI	Holley Henderson*	X	Denise Van Valkenburg	Yes	
LEED-CS	Christine Magar	X	Jerry Lea	Yes	
LEED-H	Kristin Shewfelt		Steven Winter	Yes	
LEED-ND	Jessica Millman		Burt Gregory/Susan Mud	Yes	
SS TAG	Bryna Dunn	X	Stewart Comstock	Yes	
WE TAG	Neal Billetdeaux	X	John Koeller	Yes	
EA TAG	Greg Kats		Marcus Sheffer	Yes	X
MR TAG	Mark Webster	X		Yes	
IEQ TAG	Bob Thompson	X	Steve Taylor	Yes	
TSAC	Malcolm Lewis*		Joel Ann Todd	Yes	
Curriculum	John Boecker*		Lynn Simon	Yes	X
Chapters	Sara O'Mara	X	Charlie Tomlinson	Yes	
USGBC CEO	Rick Fedrizzi *		n/a	No	
Board Liaison	Lauren Yarmuth		n/a	No	
Canada Liaisons	Alex Zimmerman	X	Ian Theaker	No	
Other LSC Meeting Attendees				**Voting**	**Attendance**
USGBC Staff	Deon Glaser Christopher Davis Vinod Aranha Miranda Gardiner		X	No	
Guest Attendees	Brenda Morawa (VC Cert Comm)		X	No	

* LEED Management Sub Committee

Quorum met at 2:23 pm EST.

1. **Declarations of Conflict**
   a. None declared.

2. **Minutes Review**
   a. 7/21 – Approved by general consent
   b. 9/15 – Approved by general consent

3. **DISCUSSION: Document changes post LSC Approval**
   a. Scot introduced the issue surrounding the changing of documents post LSC approval and the suggestion that this be brought to ExCom. A suggestion was made to pass changes that occur post LSC approval by the chair & vice chair for review if there is not enough time to run it back past LSC.

4. **Reminder: Next LSC Call**
   a. Staff reminded that the next LSC call is October 13th and the committee will be reviewing the LEED 2009 final draft rating systems for consideration for ballot.

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Staff emphasized the importance of committee member participation if at all possible and to ensure a proxy is available if the member is not.

5. DISCUSSION/ACTION: Healthcare Chair Transition

a. Staff relayed that the LEED for Healthcare committee chair will be transitioning into the USGBC Board of Directors chair position in January and that a new chair will be needed to fill the duties on the Healthcare committee. It was proposed that the current chair remain on the committee in a non-voting capacity to provide historical knowledge and advice for the committee.
b. The proposed chair has been involved in both LEED for Healthcare and the Green Guide for Health Care and has the qualification necessary to provide proper support as the chair.
c. MOTION: BT: The LEED Steering Committee hereby approves Steve Guttmann as the chair of the LEED for Healthcare Committee.
d. SECOND: HH
e. VOTE: 11 ayes, 0 nays, 0 abstentions. MOTION PASSES.
f. MOTION: BT: The LEED Steering Committee hereby approves Gail Vittori to continue on the LEED for Healthcare Committee in a non-voting, advisory capacity.
g. SECOND: HH
h. VOTE: 11 ayes, 0 nays, 0 abstentions. MOTION PASSES.
i. A final vote for this will be made by the Executive Committee.

6. DISCUSSION/ACTION: MR TAG Vice Chair Approval

a. MW introduced the recommendation to appoint Steve Baer as the vice chair of the MR TAG. He noted that Steve has been very involved in the committee since becoming a member and noted his support for his appointment to the vice chair position.
b. MOTION: MS: Be it resolved that the LEED Steering Committee hereby approves Steve Baer as the vice chair of the MR TAG.
c. SECOND: BT
d. VOTE: 11 ayes, 0 nays, 0 abstentions. MOTION PASSES.
e. A final vote for this will be made by the Executive Committee.

7. DISCUSSION/ACTION: LEED 2009 EQc4.5

a. Staff introduced the issue surrounding that during the finalization of the credit revisions for LEED 2009 2nd public comment period, a misinterpretation of an EQ TAG decision was integrated into LEED-CI EQc4.5 and Schools EQc4, Option 5. The EQ TAG has requested that this mistake be corrected for the ballot version.
b. The EQ TAG has agreed that these levels do need to be reviewed for the future versions of LEED but that presently this must be reversed for LEED 2009 until more research can be done.
c. MOTION: CM: Because the original 50 ppb requirement for formaldehyde was included in the LEED 2009 1st PC draft, the LSC agrees to revert the 27 ppb formaldehyde threshold in CI-EQc4.5 & Schools EQc4, Option 5 in LEED 2009 back to 50 ppb without an additional public comment period.
d. SECOND: SO
e. VOTE: 11 ayes, 0 nays, MM & JAT abstain. MOTION PASSES.

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8. DISCUSSION: CS Energy Modeling

a. The committee discussed key members meeting during the TAG meeting later this week to discuss and find a path forward concerning the CS Energy Modeling concerns with projects. The group agreed to meet at the TAG meeting later in the week to develop a proposal for the LSC to discuss.

Meeting Adjourned. The next LSC call is scheduled for Monday, October 13th at 2 pm ET.