February 17, 2009
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*	X	n/a	Yes	
LEED-NC	Muscoe Martin		Craig Kneeland	Yes	
LEED-EB	Stu Carron	X	Sheila Sheridan	Yes	
LEED-CI	Holley Henderson*	X	Denise Van Valkenburg	Yes	
LEED-CS	Christine Magar		Jerry Lea	Yes	X
LEED-H	Kristin Shewfelt		Steven Winter	Yes	X
LEED-ND	Jessica Millman		Burt Gregory/Susan Mud	Yes	
SS TAG	Bryna Dunn	X	Stewart Comstock	Yes	
WE TAG	Neal Billetdeaux		John Koeller	Yes	
EA TAG	Greg Kats	X	Marcus Sheffer	Yes	
MR TAG	Mark Webster	X	Steve Baers	Yes	
IEQ TAG	Bob Thompson	X	Steve Taylor	Yes	
TSAC	Malcolm Lewis*		Joel Ann Todd	Yes	
Curriculum	Lynn Simon*		Barry Giles	Yes	
Chapters	Sara O'Mara	X	Charlie Tomlinson	Yes	
USGBC CEO	Rick Fedrizzi *		n/a	No	
Board Liaison			n/a	No	
Canada Liaisons	Alex Zimmerman	X	Ian Theaker	No	X
Other LSC Meeting Attendees				**Voting**	**Attendance**
USGBC Staff	Deon Glaser Brendan Owens Mike Opitz Cara Mae Cirignano		X	No	
Guest Attendees	Susan Kaplan		X	No	

* LEED Management Sub Committee

Quorum met at 2:06 pm EST.

1. **Declarations of Conflict**
   a. No conflicts were declared.

2. **DISCUSSION/ACTION: Minimum Program Requirements (MPR)**
   a. Mike Opitz from USGBC staff introduced the final proposal for LEED 2009 Minimum Program Requirements. The list has been reduced to the most straightforward requirements to be implemented now, with a list of items to discuss for LEED 2011.
   b. Staff developed responses to address any concerns the LSC has voiced during previous MPR discussions. The committee discussed the "registration and certification activity must comply with reasonable timetables and rating system sunset dates" MPR which staff believes takes a first step toward holding projects to current LEED standards.
   c. The committee discussed timeframes for LEED projects to certify under any Design & Construction rating systems and the need for exemptions to be granted on a case-by-case basis in cases of very large projects.

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d. The committee discussed the proposal to require projects that have energy & water meters to provide data to USGBC for performance data collection. USGBC has been working with Energy Star to utilize the existing infrastructure of data collection for LEED projects. It was suggested that a pilot Prereq or credit be developed with minimum requirements for metering.
e. A concern was raised that item 2 does not include language on additions. This will be added to clarify that additions can be LEED projects as long as a mechanical system is separate.
f. HH & BT left the call
g. MOTION: BD: Be it resolved that the LEED Steering Committee approves the Minimum Program Requirements as presented with revisions to items 2 & 7.
h. SECOND: SC
i. DISCUSSION: A proposal to add information for non-US projects with regards to MPRs in the supplemental guide was given.
j. VOTE: 9 ayes, 0 nays, 0 abstentions. MOTION PASSES.

Meeting Adjourned. The next LSC call is scheduled for Monday, February 23rd at 2 pm ET.