



June 22, 2009
Conference Call

MINUTES

2101 L St., NW
Suite 500
Washington, DC 20037
T: 202 828-7422
F: 202 828-5110
www.usgbc.org

LEED Steering Committee (LSC)

Title	LSC Member	Attendance	Proxy	Voting	Attendance
Chair	Joel Ann Todd*	X	n/a	Yes	
Vice Chair			n/a	Yes	
LEED-NC	Muscoe Martin		Craig Kneeland	Yes	X
LEED-EB	Stu Carron	X	Sheila Sheridan	Yes	
LEED-CI	Holley Henderson*	X (1/2)	Denise Van Valkenburg	Yes	X
LEED-CS	Christine Magar	X	Jerry Lea	Yes	X
LEED-H	Kristin Shewfelt		Steven Winter	Yes	X
LEED-ND	Jessica Millman	X	Burt Gregory/Susan Mud	Yes	X(SM)
SS TAG	Bryna Dunn	X	Stewart Comstock	Yes	
WE TAG	Neal Billetdeaux		John Koeller	Yes	
EA TAG	Greg Kats	X	Marcus Sheffer	Yes	X
MR TAG	Mark Webster	X	Steve Baer	Yes	
IEQ TAG	Bob Thompson		Steve Taylor	Yes	
TSAC	Malcolm Lewis*	X	Joel Ann Todd	Yes	
Curriculum	Lynn Simon*	X	Barry Giles	Yes	
Chapters	Sara O'Mara	X	Elaine Hsieh	Yes	
USGBC CEO	Rick Fedrizzi *		n/a	No	
Board Liaison			n/a	No	
Canada Liaisons	Alex Zimmerman	X		No	
Other LSC Meeting Attendees				Voting	Attendance
USGBC Staff	Deon Glaser Scot Horst Chris Marshall Chrissy Ungaro Sophie Lambert Meghan Bogaerts		X	No	
Guest Attendees	Susan Kaplan Dave Sheridan Lisa Matthiessen Brenda Morawa Ted Bardacke		X	No	

* LEED Management Sub Committee
Quorum met at 2:02 pm EST.

1. Declarations of Conflict

- a. None declared

2. DISCUSSION/ACTION: LEED Foundations Documents Revisions

- a. Joel introduced the proposed revisions to the LEED Foundations Documents for consideration by the LSC. The Foundations of LEED is a document meant to serve as the foundational underpinning upon which the processes for LEED continuous improvement are built. As with LEED, this document is a work in-progress, to be updated on an as



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- needed basis as LEED evolves. The most recent revisions to the Foundations of LEED were approved in August 2006.
- b. The document currently includes procedures for piloting, balloting and appeals of the LEED rating system which are attached as appendices, as well as the LEED Steering Committee charter. The document will be worked on further and brought back to the LSC & Board in the early fall for final additions. Scot clarified that the documents not ready for LSC review include details of the development process, corrections & revisions, and the structure of various LSC subcommittees.
 - c. A committee assessment task force has been commissioned by the Board to review and provide recommendations for the USGBC committee structure and operations. The Foundations Docs committee section is meant to reflect these recommendations for structure and procedure. Joel clarified that the TAGs will be standing sub-committees of the LSC. Scot added that the LEED committee structure follows the proposed recommendations of the CATF that have not been approved yet. The structure is intended to remove the idea of a hierarchy. The LSC is the only standing committee of the Board and will determine what sub-committee needs are for LEED. LSC will maintain its role as the final approval body for changes to LEED.
 - d. An LSC member voiced concern regarding the Energy & Atmosphere's expertise in Climate Change not being addressed at the LSC level. There are several ways this expertise could be represented including the Technical Committee Chair and Vice Chair as well as 3 at-large appointments on the LSC meant to meet the needs of LEED as determined by the LSC.
 - e. Another LSC member voiced that values are not integrated into the FDs the way they should be. Another suggested that there should be a document that can provide a way forward to allow the work on hold to begin moving forward.
 - f. This document will be revised further to add material that is under development and resubmitted to the Board in the fall.
 - g. Approval of the FDs would allow the new LSC to stand up along with the MS, Tech & Imp sub-committees.
 - h. The committee discussed the level of approval that ExCom has over committees. Staff clarified that now ExCom approves appointments of all committee members; in the new structure ExCom only approves chairs & vice chairs of subcommittees.
 - i. CaGBC voiced their concern about LSC having the ability to limit the scope of adaptations might negatively affect international uptake.



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USGBC is working on licensing of international adaptations which is not complete. Joel clarified that previous development of LEED has sometimes resulted in reation of entirely new rating systems. The FDs differentiates between modifying or adapting LEED vs. creating a whole new version of LEED.

- j. Concern was raised about the TAGs not being a part of the LSC and the views not being represented. Joel clarified that the Technical Committee will allow for focused discussion of all Technical issues regarding LEED so that these discussions actually receive more attention. When something comes to the LSC for approval the LSC will ensure that cross-review of all subcommittees will occur to cover all aspects of LEED. Further, LSC will invite TAG representatives to attend LSC meetings when one of the TAG's proposals is presented and discussed.
- k. LSC member asked to add "operations" to the LEED strategic goals. The TAGs aren't called out in the FDs – Scot replied that the Board is asking for the LSC to determine the needs of LEED and so it is not necessary to describe the TAGs or other LSC subcommittees in the FDs. The member also asked where a new rating system (cities, ecosystems, etc) would fit in. Joel responded that it would fit under Next Version.
- l. MOTION: CM: Be it resolved that the LEED Steering Committee hereby approves the proposed revised LEED Foundations Documents as drafted, with editorial changes.
- m. SECOND: ML
- n. VOTE: 9 ayes, 0 nays, 3 abstentions (JM, BD, GK). MOTION PASSES.

3. DISCUSSION/ACTION: LEED for Neighborhood Development Regional Credit Identification

- a. ND is currently going through the regionalization process and will be incorporating the partners in the process. ND is proposing that every credit in the rating system be eligible for selection as regional credits.
- b. It was asked whether ND can consider alternatives to zip codes when determining the regional boundary. Constraints of LEED Online limit the possibility for alternatives at this point but confirmation will be made by staff.
- c. MOTION: CK: Approve that the entire LEED for Neighborhood Development rating system be eligible for regionalization by the regional task teams, and that each list of six Regional Priority credits must include at least one credit from each of the three credit categories.
- d. SECOND: LS



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e. VOTE: 10 ayes, 0 nays, 0 abstentions. MOTION PASSES.

Meeting Adjourned. The next LSC call is scheduled for Tuesday, June 29th at 2 pm ET.