August 17, 2009
Conference Call

MINUTES

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

LEED Steering Committee (LSC)

Title	LSC Member	Attendance	Proxy	Voting	Attendance
Chair	Joel Ann Todd	X	N/A	No	
Vice Chair	TBD		N/A	Yes	
Market Advisory Committee	Muscoe Martin	X	Lisa Matthiessen	Yes	
Technical Committee	Malcolm Lewis	X	Susan Kaplan	Yes	X
Implementation Committee	David Sheridan		Brenda Morawa	Yes	X
Education Steering Committee	Lynn Simon	X	Barry Giles	Yes	X
Chapter Steering Committee	Sara O'Mara		Elaine Hsieh	Yes	X
At-large Member (TBD)	N/A			N/A	
At-large Member (TBD)	N/A			N/A	
At-large Member (TBD)	N/A			N/A	
SVP, LEED	Scot Horst	X	N/A	No	
VP LEED Technical Development	Brendan Owens	X	N/A	No	
VP LEED Implementation	Mike Opitz	X	N/A	No	
VP Market Development	Doug Gatlin		N/A	No	
VP International Activities	Tim McEnery		N/A	No	
GBCI Representative	TBD		N/A	No	
Other LSC Meeting Attendees				**Voting**	**Attendance**
USGBC Staff	Deon Glaser Chrissy Ungaro Chris Marshall Mark Heisterkamp Whit Faulkner			No	X
Guest Attendees	Connie McDermott			No	X

* LEED Management Sub Committee

Quorum met at 2:08 pm EST.

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

2. **Review of Minutes 8/03/09**
   a. Approved by general consent with revisions to item 7.

3. **DISCUSSION/ACTION: Revised Forest Certification Scheme Benchmarks for 2nd Public Comment**
   a. Staff introduced the proposed revisions to the forest certification scheme benchmark for consideration by the LSC. The committee discussed the benchmark regarding member-based organizations and the need to clarify what that means. It was also raised that it could be viewed that USGBC

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believes the only way to create a valuable standard is through a member-based organization and it could potentially preclude universities from participating. Decision making is potentially more important than whether an organization is member-based.

b. There was also general concern raised about the required governance items and that may be more restrictive than originally intended. It was clarified that no system has been run through the benchmarks so the process would remain neutral.
c. MOTION: ML: Be it resolved that the LEED Steering Committee hereby approves the proposed Forest Certification Scheme Benchmarks for a second public comment period.
d. SECOND: LS
e. VOTE: 5 ayes, 0 nays, 0 abstentions. MOTION PASSES.

4. DISCUSSION/ACTION: Technical Committee Charges

a. Staff introduced the proposed revisions to the Technical Committee charges. The LSC agreed that there should be residential and building operations & maintenance expertise on the Technical Committee in addition to the TAG chairs.
b. MOTION: BM: Be it resolved that the LEED Steering Committee hereby approves the proposed LEED Technical Committee charge for immediate use and to replace the existing LEED Technical Committee charter.
c. SECOND: ML
d. VOTE: 5 ayes, 0 nays, 0 abstentions. MOTION PASSES

5. DISCUSSION/ACTION: Technical Advisory Groups Charge

a. Staff introduced the proposed revisions to the TAG charges. The committee discussed the increase in size and the need to make sure that each committee is individually assessed to ensure the most efficient size is reached. The restructure will provide more opportunities for various levels of involvement in the LEED development process by creating working groups for specialized technical issues.
b. MOTION: BL: Be it resolved that the LEED Steering Committee hereby approves the proposed LEED Technical Advisory Group charge for immediate use and to replace the existing LEED Technical Advisory Group charter.
c. SECOND: BM
d. VOTE: 5 ayes, 0 nays, 0 abstentions. MOTION PASSES

Meeting Adjourned. The next LSC call is scheduled for Monday, August 31st at 2 pm ET.