September 29, 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	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	
Chapter Steering Committee	Sara O'Mara	X	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	X	N/A	No	
VP International Activities	Tim McEnery	X	N/A	No	
GBCI Representative	Peter Templeton		N/A	No	
Other LSC Meeting Attendees				**Voting**	**Attendance**
USGBC Staff	Deon Glaser Chris Marshall Chrissy Ungaro Lauren Riggs Corey Enck Vinod Aranha Miranda Gardiner Marc Heisterkamp			No	X
Guest Attendees				No	

* LEED Management Sub Committee

Quorum met at 2:05 pm EST.

1. **Declaration of Conflicts**
   a. None declared

2. **Minutes Review – 9/14/09**
   a. Approved by general consent

3. **UPDATE: Next Version of LEED Work Plan & Technical Committee Meeting**
   a. ML updated the LSC on the Technical Committees' in person meeting and presented the proposed way forward for the next version of LEED. It was

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acknowledged that USGBC needs to finalize the development cycle beyond the next version to determine the frequency of improvements and whether an interim-ballot cycle is necessary. The TAGs are working on establishing working groups with non-TAG members as well as cross-TAG groups to discuss issues that fall under multiple categories.

4. DISCUSSION/ACTION: Minimum Program Requirements

a. Staff updated the LSC that there has been considerable feedback given on the LEED 2009 Minimum Program Requirements (MPRs) now that they are being applied to projects. Language revisions are being proposed to clarify and extricate the operational portions of the MPRs.
b. Concerns were raised relating to the question of whether a brief lapse with environmental regulations would be viewed as noncompliance, and what consequence would ensure if the project owner were to have little reasonable leverage in collecting energy data. Further, there was no reference to the Green Building Certification Institute (GBCI) nor to GBCI's role in implementing LEED certification.
c. Many of the suggested revisions merely go to clarify how a particular MPR applies to a specific rating system. Of the deletions, most were struck because the application will be implemented by GBCI.
d. This item will be brought to LSC for an electronic vote with revisions based on the feedback given during the call.

5. DISCUSSION/ACTION: LEED Adaptations Working Group Membership

a. Staff presented the proposed rosters for Hospitality, Datacenters, Warehouses and EB-Retail working groups to adapt LEED based on the unique needs of their individual space types. Was relayed that individual calls were done months ago for these working groups but approval was paused while the foundations document was revised. All candidates are employees of USGBC member organizations and adhere to the policies for committee members. The working groups also have at least 5 member categories to ensure balance in discussions. No concerns were raised during the discussion. If approved staff will contact each member directly to verify contact information and make sure their company is still a USGBC member; this will be done due to the time lapse between the call and appointment phases.
b. <u>MOTION:</u> ML: Be it resolved that the LEED Steering Committee hereby approves the candidates listed in the attached spreadsheet as members of the EB Retail, Warehouses & Distribution Centers, Datacenters, and Hospitality market adaptations working groups.
c. SECOND: MM
d. VOTE: 5 ayes, 0 nays, 0 abstentions. <u>MOTION PASSES.</u>

6. DISCUSSION/ACTION: Technical Committee Charge Addition

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a. Staff introduced the proposal to add additional language to the LEED Technical Committee charge to allow for TAG vice chairs to serve as proxies when the TAG chairs are unable to attend. This will allow for representation of each credit category to occur during each Technical committee discussion, which is essential to their work.
b. MOTION: MM: To amend the Technical Committee charge to allow the TAG vice chairs to serve as proxies to the TAG chairs.
c. SECOND: SO
d. VOTE: 5 ayes, 0 nays, 0 abstentions. MOTION PASSES.

Meeting Adjourned. The next LSC call is scheduled for Monday, October 12th at 2 pm ET but will be rescheduled due to the holiday.