MINUTES

2101 L St. NW
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Technical Committee

Meeting date: December 13, 2010
Time: 2pm ET (Conference Call)
Minutes approved: Approved 1/10/11

Title	Name	Present	Substitute	Present
Chair	Malcolm Lewis	X	N/A	
Vice Chair	Susan Kaplan	X	N/A	
EA TAG	Chris Schaffner	X	Gail Hampsmire	X
EQ TAG	Dan Bruck		John McFarland	
LP TAG	Ted Bardacke	X	Justin Horner	
MR TAG	Steve Baer	X	Lee Gros	
SS TAG	Alfie Vick	X	Jenny Carney	
WE TAG	Dave Carlson		Dave Bracciano	
Single-Family Residential	TBD		N/A	N/A
Multi-Family Residential	Maureen Mahle	X	N/A	N/A
EBOM	Sheila Sheridan	X	N/A	N/A
Interdisciplinary	Jennifer Atlee	X	N/A	N/A
Interdisciplinary	Mark Frankel	X	N/A	N/A
Interdisciplinary	Tom Scarola	X	N/A	N/A
Other Technical Meeting Attendees				**Attendance**
USGBC Staff	Christopher Law Chrissy Macken Jason Hercules		N/A	X
Guest Attendees	Sarah Greenwood, CTG		N/A	X

Committee chair Malcolm Lewis called the meeting to order at 2:03 pm with the following agenda:

1. Roll Call and Conflict of Interest Declarations
2. Approve: 11/29 Meeting Minutes
3. Continued Discussion: EAc3 CIR from EA TAG
4. Discuss: Roadmap for LEED Development
5. Discuss: Technical Committee Roles, Responsibilities, and 2011 Projects

A quorum was present.

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1. **Roll Call and Conflict of Interest Declarations**
    a. Chris Schaffner declared a perceived conflict of interest in the discussion of item 3, EAc3 CIR from EA TAG as his company offers the LEED consulting services discussed in the CIR.
    b. Malcolm Lewis declared a perceived conflict of interest in the discussion of item 3, EAc3 CIR from EA TAG as his company offers the LEED consulting and LEED commissioning services discussed in the CIR.

2. **Approve: 11/29 Meeting Minutes**
    a. A motion to approve the 11/29/10 meeting minutes was made by Alfie Vick and seconded by Chris Shaffner. Motion approved by consent.

3. **Continued Discussion: EAc3 CIR from EA TAG**
    a. Chris Schaffner declared a perceived conflict of interest in the discussion of item 3, EAc3 CIR from EA TAG as his company offers the LEED consulting services discussed in the CIR.
    b. Malcolm Lewis declared a perceived conflict of interest in the discussion of item 3, EAc3 CIR from EA TAG as his company offers the LEED consulting and LEED commissioning services discussed in the CIR.
    c. Column A, #6: The TAG continued discussion on whether a LEED consultant can also act as the Commissioning Authority (CxA) for a LEED project, and formulated its ruling on the CIR. Currently, the CxA cannot provide other services in design or construction with exception of those related to LEED documentation. This issue was sent to the Committee by the EA TAG with comments as many TAG members' companies offer LEED consulting and LEED commissioning services, marking a conflict of interest for these members.
    d. A motion to accept the ruling that a consultant and consulting firm can perform both LEED consulting and independent commissioning (both Fundamental and Enhanced) as long as all requirements outlined in the Reference Guide Table 2." Commissioning Authority Qualifications" are met, was made by Mark Frankel and seconded by Sheila Sheridan, with Chris Shaffner, Malcolm Lewis, Steve Baer and Maureen Mahle abstaining. Motion approved by consent.

Meeting adjourned at 3:02 pm ET. Next meeting will be January 10th, 2011 at 2:00pm ET.