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MINUTES

Implementation Advisory Committee

Meeting date: January 6, 2011
Time: 2 pm ET (Conference Call)
Minutes approved: Approved 1/20/11

Member	Organization	Present
David Sheridan (Chair)	Aqua Cura	X
Brenda Morawa (Vice Chair)	BVM Engineering	X
Richard Schneider	U.S. Army Engineer Research and Development Center	X
Brad Pease	Paladino and Co., Inc.	X
William Worthen	Simon & Associates, Inc.	X
Natalie Terrill	Viridian Energy & Environmental, LLC	
Max Zahniser	Praxis Building Solutions, LLC	X
Adam Fransen	CB Richard Ellis	X
Subject Matter Experts		
Gregory Shank	CTG Energetics, Inc.	X
Michelle Malanca	Michelle Malanca Sustainability Consulting	X
Kenneth Potts	McGough	X
USGBC Staff		
Mike Opitz	USGBC	X
Stefanie Young	USGBC	X
Chris Law	USGBC	X
Cara Mae Cirignano	USGBC	
Courtney Yan	USGBC	X
Chrissy Macken	USGBC	X

Committee chair David Sheridan called the meeting to order at 2:01pm with the following agenda:

1. Roll Call and Conflict of Interest Declaration
2. Approve: 12/9 Meeting Minutes
3. Updates: LEED Volume, LEED Online, EBOM [Recurring]
4. FYI: Feedback Period for Healthcare Submittal Drafts
5. Discuss: EBOM Recertification & Commissioning Credits
 1. Update from EBOM Subcommittee
 2. Discuss: EAc2.2 Proposal

A quorum was present.



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1. **Roll Call and Conflict of Interest Declaration**
 1. None declared
2. **Approve: 12/09 Meeting Minutes**
 1. A motion to approve the 12/9/10 meeting minutes was made by Rich Schneider and seconded by Brad Pease. Motion approved by consent.
3. **Updates: LEED Volume, LEED Online, EBOM [Recurring]**
 1. LEED Online
 1. Courtney Yan: Sample templates online for LEED Online v3 are now available for download.
 2. EBOM
 1. Mike Optiz: EBOM DES Guidance is live as of December 2010.
4. **FYI: Feedback Period for Healthcare Submittal Drafts**
 1. Sara Cederberg from staff notified the Committee of an opportunity to provide feedback on the draft submittals for LEED for Healthcare, which are available online and open to the public. LEED for Healthcare passed member ballot in November and registration for project teams is well underway. Feedback will aid staff in finalizing the documents towards full product launch.
5. **Discuss: EBOM Recertification & Commissioning Credits**
 1. **Update from EBOM Subcommittee**
 1. Mike Optiz from staff updated the Committee on the work of IAC's EBOM Subcommittee, including its progress in refining policies and procedures regarding Recertification. Committee discussion followed on the commissioning credits for EBOM that are explicitly tied to the Recertification process.
 2. **Discuss: EAc2.2 Proposal**
 1. The Committee was presented with a proposed set of recertification requirements for EBOM EAc2.2: Existing Building Commissioning-Implementation. The Committee discussed the Capital Plan developed by project teams to implement recommendations from the commissioning process, and how to best address this plan in evaluating projects seeking Recertification. A document of "example" situations was also provided to help guide discussion.
 2. Work will continue offline within the EBOM Subcommittee and discussion will continue on a forthcoming call. All IAC members are encouraged to join the next subcommittee call if interested.

Call ended at 3:03 pm ET. The next IAC meeting will take place on Thursday, January 20th 2011 at 2pm ET.