



March 3rd 2008
Conference Call

MINUTES

1800 Massachusetts Ave,
NW, Suite 300
Washington, DC 20036
T: 202 828-7422
F: 202 828-5110
www.usgbc.org

LEED Steering Committee (LSC)

Title	LSC Member	Attendance	Proxy	Voting	Attendance
Chair	Scot Horst*	X	n/a	Yes	
Vice Chair	Joel Ann Todd*	X	n/a	Yes	
LEED-NC	Muscoe Martin	X	Craig Kneeland	Yes	X
LEED-EB	Stu Carron	X	Sheila Sheridan	Yes	
LEED-CI	Holley Henderson*	X	Denise Van Valkenburg	Yes	
LEED-CS	Christine Magar		Jerry Lea	Yes	
LEED-H	Kristin Shewfelt	X	Steven Winter	Yes	
LEED-ND	Doug Farr		Jessica Millman	Yes	X
SS TAG	Bryna Dunn		Stewart Comstock	Yes	
WE TAG	Neal Billetdeaux		John Koeller	Yes	X
EA TAG	Greg Kats	X	Marcus Sheffer	Yes	X
MR TAG	Nadav Malin*	X	Mark Webster	Yes	
IEQ TAG	Bob Thompson	X	Steve Taylor	Yes	
TSAC	Malcolm Lewis*	X	Joel Ann Todd	Yes	
Curriculum	John Boecker*	X	Lynn Simon	Yes	
Chapters	Sara O'Mara		Charlie Tomlinson	Yes	
USGBC CEO	Rick Fedrizzi *		n/a	No	
Board Liaison	Lauren Yarmuth		n/a	No	
Canada Liaisons	Alex Zimmerman	X	Ian Theaker	No	
Other LSC Meeting Attendees				Voting	Attendance
USGBC Staff	Deon Glaser Brendan Owens Cara Mae Cirignano Jen Henry Chris Marshall		X	No	X
Guest Attendees	Brenda Morawa (Cert Co-Vice Chair) Susan Kaplan (Technical Vice Chair) Lisa Matthiessen (Market Sector Vice Chair)		X	No	

* LEED Management Sub Committee

Quorum met at 2:05 pm EST.

- 1. Declaration of Conflicts**
 - a. No conflicts were declared
- 2. Review of the Minutes from 2/4**
 - a. Approved by unanimous consent
- 3. DISCUSSION/ACTION: Schools Registration**
 - a. LSC was updated on an issue Schools staff has been facing recently regarding confusion that non-traditional schools projects have when registering under LEED. This item is to provide clear guidance to project teams as to what constitutes a "school" under LEED.
 - b. The group discussed precedent in other LEED rating systems for a 75% project type threshold and whether CI and EB apply to schools projects. Question was raised whether it is the right decision to allow schools projects to certify



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under EB or CI instead of requiring those projects to register under LEED for Schools. The group agreed there should be review of CI and EB for applicability for Schools projects under the bookshelf.

- c. **MOTION:** JAT: To require that all LEED projects with 75% or more total project square footage that falls under the category of core and ancillary learning spaces as defined by the ANSI S12.60-2002 Standard Acoustical Performance Criteria, Design Requirements, and Guidelines for Schools, page 3, are required to register under LEED for Schools unless the total core learning space is less than 25% of the total project square footage, or it intends to certify under LEED for Commercial Interiors or LEED for Existing Buildings.
- d. **SECOND:** CK
- e. **VOTE:** 13 ayes, 0 nays, 0 abstentions. **MOTION PASSES.**

4. **UPDATE: New Committees**

- a. Staff updated the LSC that the call for nominations for the Technical, Certification and Market Sector committees is now closed with good response. There was brief discussion about the need to revise these committee charters to realign with the direction of USGBC and committee responsibility shifts.
- b. Staff is also in process of reviewing the TAG charter and aligning it with the new committee structure to best utilize these committees. Some TAG representation has concern that the LSC needs to discuss to ensure TAG members are aware and comfortable with the decisions of the new committee structure. It was agreed that this needs to be discussed at length in the future prior to the LSC retreat in April.

5. **DISCUSSION: EB and Homes Committees Retirement**

- a. The group discussed at what point the LEED for Existing Buildings committee and LEED for Homes committee should be retired. It was suggested that these committees are not retired until the Market Sector committee is up and running so that adequate market representation is available for LEED discussions. It was raised that committees also need to stay official until the reference guides are complete and available for use.

6. **UPDATE: Weightings**

- a. Staff updated the group on the progress of weightings and the matrix created that allows projects to see their building carbon footprints. During the LSC retreat in April, the group will be voting on the body of the completed matrix and the weightings allocations for LEED credits.

7. **UPDATE: Regionalization**

- a. The group received an update on the progress of regionalization and the identification of credits in each rating system to be applied as regional credits. EB, CI and NC have been completed by the group so far and work is on track



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for completion in time for the LSC retreat. The TAGs will be involved in the review process before it goes out for public comment. There was clarification that the work done to date involved identifying which credits are regionally adaptable and does not include how they would be adapted to each region.

8. DISCUSSION: Extra call time

- a. Due to the extra work in preparation for the LSC retreat, the next call will be held on March 10th. If necessary, there might be a call on the 24th.

9. DISCUSSION: Retreat thoughts

- a. The group is encouraged to have as many voting members or their proxies as possible at the retreat.