December 8th, 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		Craig Kneeland	Yes	X
LEED-EB	Stu Carron		Sheila Sheridan	Yes	X
LEED-CI	Holley Henderson*	X	Denise Van Valkenburg	Yes	X
LEED-CS	Christine Magar	X	Jerry Lea	Yes	
LEED-H	Kristin Shewfelt		Steven Winter	Yes	
LEED-ND	Jessica Millman	X	Burt Gregory/Susan Mud	Yes	
SS TAG	Bryna Dunn	X	Stewart Comstock	Yes	
WE TAG	Neal Billetdeaux	X	John Koeller	Yes	
EA TAG	Greg Kats	X	Marcus Sheffer	Yes	
MR TAG	Mark Webster	X	Steve Baers	Yes	
IEQ TAG	Bob Thompson	X	Steve Taylor	Yes	
TSAC	Malcolm Lewis*	X	Joel Ann Todd	Yes	
Curriculum	John Boecker*		Lynn Simon	Yes	
Chapters	Sara O'Mara	X	Charlie Tomlinson	Yes	
USGBC CEO	Rick Fedrizzi *		n/a	No	
Board Liaison	Lauren Yarmuth	X	n/a	No	
Canada Liaisons	Alex Zimmerman	X	Ian Theaker	No	X
Other LSC Meeting Attendees				**Voting**	**Attendance**
USGBC Staff	Deon Glaser Brendan Owens		X	No	
Guest Attendees	Susan Kaplan Nadav Malin		X	No	

* LEED Management Sub Committee

Quorum met at 2:07 pm EST.

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

2. **Minutes Review**
   a. 11/10 – Approved by general consent

3. **REMINDER: TAG-A-Palooza Availability**
   a. Staff reminded the LSC to identify their availability for the March retreat to kick off LEED 2011.

4. **REMINDER: LSC Call Dates**
   a. Staff reminded the LSC that the next few calls are December 15th & January 12th to accommodate for the holidays.

5. **UPDATE: LSC 2009**
   a. Scot updated the committee that staff met with the chairs and vice chairs of the new LEED committees (Market Sector, Technical & Certification) to discuss what a revised charter for the LSC might look like. This will come back to the LSC with recommendations in early 2009 for discussion and consideration.

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6. DISCUSSION/ACTION: LEED Minimum Program Requirements

a. Staff introduced the idea of providing minimum program requirements (MPR) for each rating system so that projects will be able to know up front which system to pursue as well as if their project is a good candidate for LEED. This will rule out certain project types that do not clearly fit into LEED and minimize confusion for projects and reviewers.
b. The intent of this discussion was to get an indication from LSC whether staff should proceed with the development of minimum program requirements. These requirements would apply to projects beginning with LEED 2009 and not be retroactive with other LEED registered projects. By January staff should have the details in a form ready for discussion by the LSC.
c. The group discussed what projects would do if they could not meet the minimum program requirements in LEED. It was relayed that MPRs are not to add additional restrictions to projects, but to rule out certain project types that LEED does not have the infrastructure to support.
d. Concern about the line between MPR and ballot-able requirements was raised. Staff agrees that some might be right for balloting but would need to be discussed specifically by the LSC to decide which would fall into the ballot category.
e. Staff relayed that while many of these requirements may not be enforceable, it is important to include requirements that if USGBC becomes aware of law-breakers the organization reserves the right to revoke certification.
f. Concern was raised about how government regulations will be affected by MPR if a project does not meet them.
g. The group voiced their support for the idea of developing Minimum Program Requirements and look forward to reviewing the specifics in January.
h. MOTION: SO: To approve the concept of Minimum Program Requirements and request that LEED staff continue their work on the details.
i. SECOND: HH
j. VOTE: 14 ayes, 0 nays, 0 abstentions. MOTION PASSES.

7. DISCUSSION/ACTION: Hospitality & New Working Groups

a. Scot introduced the discussion regarding the moratorium on new LEED rating systems that was put in place after Labs was given the green light. It was proposed that the LSC lift the moratorium on developing credits related to new markets. The group also discussed getting the Hospitality group up and running soon to begin the work on new credit development.
b. Concern was raised about approving a group before the process is developed and the group agreed that there needs to be a framework for how to begin this next step. This will be part of the discussion for the next call.

8. DISCUSSION/ACTION: Healthcare Pilot Credit

a. Some outstanding questions regarding the piloting of LEED for Healthcare's MRc4.1: PBT Reduction – Dioxins & Halogenated Compounds were discussed by the LSC so that communications can go out to the public about the decision for this credit to go into the library.
b. Question: Will this credit be piloted to any LEED project or just LEED for Healthcare projects? The group agreed that since this was a pilot credit it would be beneficial to gather data from as many project types as possible.
c. MOTION: CM: To approve placement of LEED for Healthcare credit MRc4.1 in the Pilot Library for application to projects involving New Construction & Major

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Renovation, Core and Shell, Commercial Interiors, Schools, Retail & Healthcare and to review the credit language for applicability to Homes, EB:O&M and Neighborhood Development, and report to LSC for potential action.

d. SECOND: MW
e. VOTE: 14 ayes, 0 nays, 0 abstentions. MOTION PASSES
f. Question: What is the general timeframe for piloting this credit? The group agreed to a minimum pilot period but agreed if sufficient data was not collected that timeframe could be lengthened.
g. MOTION: JAT: To approve that the pilot period be for 1 year with the possibility of extension if sufficient feedback is not received.
h. SECOND: CM
i. VOTE: 14 ayes, 0 nays, 0 abstentions. MOTION PASSES
j. Question: Will revisions to the credit occur in real time or at the end of the pilot period only? The group discussed keeping the language the same until the pilot has come to an end to minimize confusion. It was agreed that this is not intended to set a precedent for other credits but applies only to this credit for now.
k. MOTION: SS: To not revise LEED for Healthcare MRc4.1 until the pilot period has come to an end.
l. SECOND: NB
m. VOTE: 14 ayes, 0 nays, 0 abstentions. MOTION PASSES
n. Question: What group is in charge of the pilot? The LSC agreed to ask the new Technical Committee to work with the LEED for Healthcare and Market Sector Committees to set up the rules and come up with a group to work on this. The group will be made up of Tech, MS & Healthcare committee members.
o. MOTION: ML: To approve the Technical Committee to take responsibility for monitoring the piloting of Healthcare credit MRc4.1and to form an ad hoc sub-committee to do this, which will include members from LEED Market Committee and from the LEED for Healthcare Committee.
p. SECOND:CK
q. VOTE: 14 ayes, 0 nays, 0 abstentions. MOTION PASSES

1. DISCUSSION/ACTION: CaGBC-LEED 2009 NC Review

a. CaGBC introduced the proposed version of LEED 2009 New Construction. The group discussed the last LSC call which a member voiced their concern for this not going to the TAGs prior to public comment, especially concerning EQp2 with respect to MURBs. The group discussed how CaGBC rating systems go through USGBC process and agreed that the relationship should be treated as a partnership
b. MOTION: SS: To approve the CaGBC version of the LEED 2009 New Construction for member ballot.
c. SECOND: ML
d. VOTE: 12 ayes, 0 nays, 2 abstentions. MOTION PASSES.

Meeting Adjourned. The next LSC call is scheduled for Monday, December 15th at 2 pm ET.