CHAPTER BOARD MEETING MINUTES

Date: Wednesday, August 30th, 2017  Time: 4:00 – 5:09

Meeting Called By: Charles Hutchinson  Type of Meeting: Monthly Chapter Board Meeting

Attendees: Charles Hutchinson, Lyn Gomes, Brian Graham, Bradley Brooks, James Anderton, Chris Kerr

Discussion:

National Governance Documents

- Lots of discussion about the conflict of interest and anti-trust documents. Brad is not comfortable with signing the documents although he generally is okay with the verbiage of the document.
- Brian noted that the Chapter Advisory call discussed the documents being reviewed by an attorney. Charles will ask Liz if modifications to the document will occur and what happens if a board member doesn’t sign it.
- Anti-trust policy is very broad. We are concerned that the language is too broad and heavily limits what board members can discuss. As a group, we would like to see more specific language.

Partnership Meeting

- James and Steve touched base about starting a meeting for IFMA. Former president of IFMA is still interested. James will try to coordinate a 3-way call between James, Steve, and the former president.
  - Provide the name of the one organization you plan to do a joint meeting with during the course of this year
    - Lyn partnered with IEEE to have a joint meeting with our BCA CA chapter
    - BCA will join an IEEE meeting. Targeting November for this joint meeting.
  - Mutual beneficial tech talk
  - Identifying and discussing options to alleviate their issues
- Goal: To hold an evening meeting to discuss/identify overlap of both organizations interests and identify how we can help influence policy or
Tech Talks

- James was discussing the TAB related tech talk with a potential presenter. The person wanted to be paid which stalled communication. To move forward, he is going to request an abstract from them.
- James is putting together a presentation for Green Technology that coordinates the NRCC forms with the commissioning process. He will be providing it September 20th. He will send the information to Charles for broadcast to the CA chapter members.
- Brian will touchbase with John Villani information on the daylighting tech talk by Charles at Wattstopper and the suggested time period that would work for us. Possibly be at a 10 or 11am local time (Pacific). CA Board needs to understand from John what the expectation for “Tech Talks” (duration?) is and what are the logistics – webex/gotomeeting etc
  - James reached out to AABC to provide a talk on TAB during the Cx Energy Conference:
    - James made an initial request but did not receive a response. He will follow up with the presenter.
    - TAB presentation to be in the Fall
- Open and Closed Loop Photocells
  - Lyn to schedule a date with Charles Knuffke in July if possible. Targeting Tuesday, Wednesday or Thursday
  - Brian to develop the marketing verbiage for the website and add it to the website as soon as the date is finalized

California Title 24 Cx Code Requirements

- Lyn is working on the letter for CA to revise the CA Title 24 Cx requirements to include certification. Chris and Brian will send the requirements from GSA/NAVFAC

OSHPD Update on Code

- James: OSHPD has no Cx requirements. He is pursuing additional information regarding OSHPD Cx
  - James will send his meeting notes from the OSHPD call
CA Chapter Committee Chairman

- Public Relations & Membership Chairman roles need to be filled
- BoD discussed sending a personal email to each current member to try and recruit a chairman for each chairman position

New Website Idea – Member Spotlight

- Brad will conduct the first interview this month
- Member profile on particular CA chapter member each month
  - Provide picture of person
  - Have person answer standard questions – how many years they’ve been working, what their favorite part of commissioning is, specialty, etc.

Treasury Report

- Checking: $10,910.40
- Savings: $1,476.12
- Receivables: $200