

**Minutes**  
**Board of Directors**  
**Residential Energy Services Network, Inc.**  
**Teleconference**  
**August 13, 2004**

**Members Present**

Ben Adams  
Megan Edmunds  
Philip Fairey  
Richard Faesy  
Tracy Fogelsong  
Thomas Hamilton  
Bruce Harley  
Michael Holtz  
Kathy Howard  
Mark Jansen  
Joe Lstiburek  
Lee O'Neal  
Douglas Walter  
Daran Wastchak

**Members Absent**

Eric Borsting  
David Goldstein  
Greg Nahn  
Kelly Parker  
Gayle Sampson  
Eric Werling  
David Wilson

**Staff Present**

Steve Baden

**Call to Order**

Residential Energy Services Network (RESNET) President, Philip Fairey called the meeting to order at 3:05 p.m. eastern time. There was a quorum of members present. The members were notified of the meeting by e-mail on July 27, 2004.

## **Software Accreditation Testing Requirements**

Megan Edmunds moved the following: “RESNET adopt the requirement for the Rating Reference Home Auto-Generation Test developed by the RESNET Software Verification Task Force and as described in ‘Rating Software Testing Process – HERS Reference Home’, dated 10/16/02 as a requirement for the rating software accreditation requirements for 2005.” Mark Jansen seconded the Motion. The motion passed unanimously.

Megan Edmunds moved the following: “RESNET adopt the following procedures developed by the RESNET Software Verification Task Force:

- The rating software developer conducts verification tests on the software according to the procedures defined by the software verification test suite.
- The developer forwards the test results, the test runs (input decks) used for each of the software tests, an operating copy of the software program to RESNET and any explanatory documentation needed to understand and replicate the tests.
- The above material may be made available by RESNET for review by interested parties.
- Any challenge to a software’s accreditation shall be made in writing directly to the RESNET Executive Director. With 5 working days the RESNET Executive Director shall forward the challenge to the software developer for comment and rebuttal. The challenged software must respond to the RESNET Executive Director in writing within 30 days. The RESNET Board of Directors shall review the challenge and response and make a determination within 30 days. If a challenge is made public by the challenger prior to the RESNET Board’s determination the subject will be automatically be determined as non-substantive.”

Mark Jansen seconded the motion. The motion passed unanimously.

Daran Wastchak stated that RESNET needs to address in the technical standards to ensure consistency in the way data is entered into a rating software program by users. Philip Fairey stated that this was a valid concern and that RESNET would form a task force to investigate the issue and report back to the RESNET Board.

Richard Faesy stressed the importance of the RESNET Board adopting the other tests of the rating software verification test suite so that all of the test requirements would be in place by January 1, 2006. It was agreed that the other test suites would be addressed in future board meetings.

## **Adjournment**

Michael Holtz moved that the meeting adjourn. Joe Lstiburek seconded the motion. The motion passed and the meeting was adjourned at 3:45 p.m. eastern time.

Respectfully Submitted  
Steve Baden on behalf of Kelly Parker, Secretary