



Setting the Standards for
Home Energy Efficiency



**DRAFT
Minutes
RESNET Executive Committee Meeting
September 12, 2017**

Members Present

Matt Gingrich
Roy Honican
Mark Jansen
Nancy St Hilaire
Kelly Stephens

Staff Present

Steve Baden
Emma Bennett
Laurel Elam
Kathy Spigarelli

Call to Order

RESNET Board President Roy Honican called the meeting to order at 3:00 p.m. Eastern Daylight Time.

Roll Call

Roll was called and a quorum was present.

Reminder of RESNET Anti-Trust Policy

Kathy Spigarelli reviewed RESNET's Anti-Trust Policy that was previously sent in the RESNET Board Executive Committee's meeting briefing materials

Approval of Agenda

Mark Jansen moved to approve the draft agenda. Matt Gingrich seconded the motion. Motion approved by voice vote.

Approval of July 17th and August 15, 2017 Executive Committee Meeting Minutes

Kelly Stephens made a motion to approve the draft August 15, 2017 and July 17, 2017 minutes. Nancy St Hiliare seconded the motion. Motion approved by voice vote.

Appointment of the Members of the 2017 RESNET Board Election Nominations Committee

Roy Honican stated that Section Section 3.03. Election of Directors of RESNET By-Laws requires that "A Nominations Committee shall be appointed by the Executive Committee to nominate candidates for the Board."

Kelly Stephens made a motion to appoint following individuals to the 2017 RESNET Board Election Nominations Committee:

Mark Jansen (Chairman) – RESNET Board Member and Rating Provider
Bob Eipert – RESNET Board Member and HERS Rater
Roy Honican – RESNET Board Member and HERS Rater
Nancy St. Hilaire – RESNET Board Member and Rating Provider
JoAnn Spence, PEG – Rating Provider

Matt Gingrich seconded the motion.

After discussion of the qualifications of the nominees the motion approved by voice vote.

Nomination to the RESNET Board of the New RESNET Board Members Interim Appointments

Roy Honican suggested that the following individuals to be nominated to the RESNET Board to fill the new positions that the RESNET Board approved being added to the RESNET Board as interim appointments:

Code Officials Organization – Mark Johnson, Senior Vice President of International Code Council
Appraiser Organization – Jim Amorin, President and Acting CEO of Appraisal Institute
Water Efficiency Rating Index Working Group– Jacob Atalla, Co-chairman of the RESNET WER Index Working Group

The resumes were provided to the Executive Committee prior to the meeting.

Mark Jansen made a motion to recommend Jacob Atalla, Jim Amorin and Mark Johnson be recommended to the RESNET Board to serve interim terms on the RESNET Board through December 31, 2018.

Matt Gingrich seconded the motion.

Discussion on the qualifications of the individuals took place. It was agreed that the nominees would complete the RESNET Conflict of Interest Disclosure that would be made available to RESNET Board Members along with their resumes prior to the Board meeting.

Motion approved by voice vote.

Discussion of Governance

Roy Honican stated that governance recommendations will be discussed at the upcoming Fall Board of Directors meeting. Nancy St Hilaire provided a summary of the governance paper that Philip Fairey distributed. Main take away from paper is that the RESNET Board of Directors must speak with one voice.

There was a general agreement that the following elements should be recommended to the RESNET Board at its Fall 2017 Meeting:

- That once a decision is made, RESNET Board members are expected to speak with one voice. If a Board member cannot provide this minimal support, the individual should reconsider serving on the Board.
- The RESNET Board annually approves the priorities and activities that the RESNET staff will undertake in the forthcoming year and provide them the resources to undertake the activities through the annual budget.
- After the above takes place the Board must step back and allow staff to complete their work while monitoring the achievement of the activities.
- The Board must clearly spell out the activities that staff must have prior approval but otherwise allow the staff the flexibility to succeed.

It was agreed that Nancy St Hilaire and Steve Baden will write up the bullets for the framework of governance and will be sent to Roy Honican and the executive committee to review. Roy will present to the board at fall RESNET Board of Directors meeting.

Kelly Stephens suggests adding this framework as a section in the new orientation for elected board members.

RESNET Policy on National Registry Data

Previously Roy Honican sent out the RESNET Executive Committee's proposal on RESNET Data for comment. Steve Baden reviewed the comments submitted and provided a draft response for the Executive Committee to review prior to the meeting.

Based upon the input received from the RESNET Board Steve Baden amended the draft policy (Attachment A) and that RESNET's Code of Ethics be modified by removing reference to rating information (Attachment B).

Mark Jansen made a motion to recommend the amended documents to the RESNET Board. Kelly Stephens seconded the motion. Motion approved by voice vote.

Steve Baden asked whether there was a preference of the full Board voting by electronic ballot or meet. It was agreed that this issue be addressed in a Board meeting.

Matt Gingrich suggested asking the full board on the call how they feel about electronic ballots. Roy Honican requested that it be added to the agenda for the next board meeting.

New Business

Roy Honican asked if there was any new business. There was none.

Adjournment

Mark Jansen made a motion to adjourn. The meeting was adjourned at 3:41 p.m. Eastern Daylight Time.

Respectfully submitted

Matt Gingrich, RESNET Board Secretary

Attachment A

Draft

Revised Policy on RESNET Access to Data in the RESNET National Building Registry September 12, 2017

Data contained in the RESNET National Building Registry may be accessed by the following entities for the following purposes:

- By RESNET for Quality Assurance purposes
- By Entities approved by the RESNET Executive Director for research purposes – information gained from research shall only be released in aggregate – not by specific address
- By RESNET-approved MLS listing services for the HERS Index scores, calculated energy savings and energy attributes through the RESNET Building Registry
- By Appraisal industry groups approved by the RESNET Executive Director for HERS Index scores, calculated energy savings and energy attributes through the RESNET Building Registry
- By the public for HERS Index scores and HERS Rating Company through the RESNET Building Registry
- By RESNET Energy Smart Builders for homes they built for the HERS Index Scores, calculated energy savings and energy attributes through the RESNET Building Registry
- By Building code jurisdictions approved by the RESNET Executive Director for HERS Index scores and energy attributes through the RESNET Building Registry
- By RESNET membership to support the mission of the organization – information gained from research shall only be released in aggregate – not by specific address

Other than the above exceptions, the data contained in the RESNET National Registry is confidential and shall not be released.

Attachment B

RATING AND HOME ENERGY SURVEY CODE OF ETHICS

Statement of Purpose

The accredited home energy rating providers (Providers) the Accredited Rater Training Providers (Providers) and the Accredited Home Energy Survey Providers (Providers) of the Residential Energy Services Network (RESNET) are committed to providing quality and professional service to their customers and the public. This Code of Ethics sets forth principles and rules of conduct enforced by RESNET through specific procedures contained in its Accreditation Standards. This Code of Ethics is a national minimum standard applicable to all accredited RESNET Rater Training Providers, RESNET Rating Providers, RESNET Home Energy Survey Providers, their Raters/Home Energy Survey Professionals and their representatives. The RESNET Code of Ethics represents minimum ethics requirements. As such, it may be augmented by additional ethics code requirements as required by an individual Rating Provider, Home Energy Survey Provider, Training Provider, or by any other authority under whose jurisdiction rating or training services are being provided.

Principle 1: Professional Conduct

- Raters/Home Energy Survey Professionals/Providers shall commit to objectivity and neutrality in conducting a rating/home energy survey and in making any recommendations.
- Raters/Home Energy Survey Professionals/Providers shall not engage in any conduct that is detrimental to the reputation or the best interests of RESNET, the profession or service.
- ~~Raters, Home Energy Survey Professionals or a rating organization shall not disclose information concerning the rating or home energy survey for a specific home to parties other than the client or the client's agent without the written permission of the client or the client's agent except to report to the Rating or Home Energy Survey Provider for the purposes of registration, certification or quality assurance.~~

Principle 2: Representations of Services and Fees

- Raters/Home Energy Survey Professionals/Providers shall make no representations regarding their services or qualifications that are false or misleading in any material respect.
- Raters/Home Energy Survey Professionals/Providers shall fully disclose all applicable charges, as well as the general scope and deliverables of services, prior to conducting a home energy rating, home energy survey or providing other services.

Principle 3: Conflicts of Interest

- Raters/Home Energy Survey Professionals/Providers shall not accept compensation, financial or otherwise, from more than one interested party for the same service without the consent of all interested parties.

- Raters/Home Energy Survey Professionals/Providers shall inform their clients that they have the right to obtain competitive bids for any work recommended by the rating/home energy survey they provide.
- Raters/Home Energy Survey Professionals/Providers shall not allow an interest in any business to affect the results of the rating/home energy survey.