Approved
RESNET Board of Directors In-Person and Virtual Meeting Minutes
Wednesday, October 13, 2021

Board Members Present	Board Member Absent	Staff Present
Jim Amorin Jacob Atalla David Beam Dave Bell Lindsey Elton Matt Gingrich Emelie Cuppernell Glitch David Goldstein John Hensley Kathy Howard Mark Johnson Cy Kilbourn Abe Kruger Chris McTaggart Curt Rich Brian Shanks Clayton Traylor	Philip Fairey	Steve Baden Emma Bennett Valerie Briggs Christine Do Scott Doyle Laurel Elam Cardice Howard Ryan Meres
Guests Present Jo'De Cummings, Sandy Gallo, TopBuild Ted Konechne, DPIS		

Meeting Call to Order

RESNET Board President John Hensley called the meeting to order at 9:45 a.m. Eastern Time.

Roll Call

Emma Bennett of RESNET staff, called the roll in lieu of Philip Fairey, RESNET Board Secretary. A quorum was present.

Approval of Meeting's Agenda

John Hensley proposed amending the agenda to remove the item "Approve RESNET Board Guidelines on RESNET-ICC Section 405 Compliance by HERS Raters" due to Laurel Elam not being present and rescheduling as a GotoMeeting.

Brian Shanks moved to approve the amended draft agenda sent to Board members prior to the meeting. Clayton Traylor seconded the motion. Motion passes by voice vote.

RESNET Anti-Trust Policy

Curt Rich of the RESNET Board reminded the RESNET Board of the RESNET Anti-Trust Policy that was sent to Board members prior to the meeting.

Approval of Draft August 10, 2021 Board Meeting Minutes

Matt Gingrich of the RESNET Board made a motion to approve the August 10, 2021 minutes. Mark Johnson seconded the motion. Motion passed by voice vote. Emelie Cuppernell Glitch abstained.

RESNET Staff Proposal on Phases of Dates of HERS Software Implementation of Standards that Increases HERS Index Scores

RESNET Executive Director Steve Baden presented the staff proposal to amend RESNET standards to address standard amendments that will impact HERS Index Scores. The elements of RESNET staff's proposal are:

- Proposer of standard amendment must include an analysis on effects on HERS Index Scores which will be posted with proposed amendment
- Once standard amendment adopted a deadline will be set by the Standards Management Board for HERS Software Programs to incorporate the changes into their software programs
- Once RESNET staff receives amended software RESNET staff will conduct analysis on effects on HERS Index Scores
- Period of time for stakeholders to test new software
- Voluntary date that Raters and builders can use the new software version
- Mandatory date the new version must be used after permit date

Chris McTaggart stated that RESNET SDC 300 should assess when they review proposals to determine if the HERS Score would go up or down. Steve Baden stated that the analysis would give a general overview, instead of a quantitative analysis.

Chris McTaggart brought up past discussions of changing the standards implementation cycle, and potential implications for RESNET members to adopt in a timely manner. Steve Baden said that he discussed moving from a 3-year cycle and 5-year cycle with

other stakeholders such as Gayathri Vijayakumar, chair of RESNET SDC 300, who agreed that SMB would be allowed to make the effective date and that changing the cycle would not have much effect on efficiency and production of standards.

Steve Baden advised that RESNET SMB and SDC 300 be given a chance to discuss with the board before any policy change regarding the standards implementation cycle be put into place, and proposed a change to the elements of the RESNET staff proposal that the proposer would first state their opinion on how their proposed amendment would impact the HERS Index Score. Next, RESNET staff and SCC would conduct analysis versus the responsibility fall on SDC 300.

Steve Baden stated the next step would be to submit a new work item (NWI) for an amendment to apply this process and suggested that the initial analysis from SCC would be attached to what would be sent out for public comment to supplement.

Chris McTaggart asked if the initial analysis from SCC would be tested across different scenarios and software programs to validate its applicability. Steve stated that Neal Kruis, RESNET's Energy Modeling Director, would be brought in to discuss further.

Update on Legislation Extending and Amending the 45L Energy Efficient Homes Tax Credit

Steve Baden stated the House Ways and Means Committee had voted out their portion of the House reconciliation package which had included an extension of 45L that was different than what was initially proposed. This has passed and is in the process of being considered for reconciliation.

Curt Rich and Clayton Traylor discussed the probabilities that the extension of 45L being passed or amended further as part of the reconciliation process in Congress.

Steve Baden advised that as the sole HCO for ENERGY STAR and net zero energy-rated homes, RESNET has a responsibility in oversight and therefore will be even more involved in 45L. In anticipation, the proposed 2022 budget has addressed these new responsibilities.

Process to Develop RESNET 2022 Budget Submission

Steve Baden presented the process that was used to develop RESNET 2022 budget submission, including SWOT analysis.

The steps that led to the 2022 budget submission were:

- Development by RESNET staff of a Strengths – Weaknesses – Opportunities - Threats (SWOT) Analysis
- Adoption by the RESNET Board of RESNET's 2022 goals and priorities

- Adoption by the RESNET Board of RESNET's 2022 activities to be supported with 2022 Budget
- Submission by RESNET Board Executive Committee of the proposed 2022 RESNET Budget

The RESNET Board Executive Committee's proposed 2022 RESNET budget was submitted for review to the board on October 11, 2021.

RESNET Board Executive Committee's Recommended 2022 Operating Budget Request

David Beam reviewed the RESNET Board Executive Committee's process in analyzing the process, and how it had resulted in a unanimous decision by the Executive Committee. Steve Baden stated that the 2022 projected income and the proposed budget were both conservative estimates.

Steve Baden proposed an amendment to the operating budget to increase professional services in order to conduct investigation and research. Scott Doyle presented further justification for amendments to the operating budget. With newer initiatives, increased visibility and financial stakes, there would come additional responsibility to review complaints and support investigation research for the QA team.

Cy Kilbourn also asked if the additional professional service would be full-time or part-time. Steve Baden responded that it would be part-time.

Clayton Traylor suggested professional liability insurance for this contractor, and RESNET would be listed as additional insured.

Mark Johnson moved to increase the 2022 professional service budget by $70,000 to support the RESNET Quality Assurance team. Cy Kilbourn seconded the motion. Motion carried.

Clayton Traylor moved to adopt the below amended 2022 RESNET operating budget:

Proposed RESNET 2022 Budget

Payroll   **$1,350,000**
- Executive Director – Steve Baden
- Deputy Director – Cardice Howard
- Quality Assurance Administration and Standards Director—Laurel Elam
- Communications Director – Valerie Briggs
- Programs Director – Ryan Meres
- Technical Director, Quality Assurance & Training – Scott Doyle
- Senior Accountant – Faye Berriman
- Quality Assurance Field Specialist—Billy Giblin

Professional Services $ 995,000
- RESNET Standard Manager
- Energy Modeling Director
- RESNET Conference and Meeting Coordinator
- Database Manager
- Government Relations
- RESNET QA Support
- Automated QA Tool Hosting and Licensing
- Hosting, Maintenance and Support of Servers
- Registry Support and Maintenance
- RESNET Web Site Maintenance
- Marketing and Advocacy
- Financial Audit
- IT Service Support
- Professional Employer Organization (PEO)
- Miscellaneous Contractual Support
  - RESNET Test Support
  - General Administrative Support

Travel $ 120,000

RESNET Conference $ 310,000

Other $ 183,000
- Amortization & Depreciation
- Bank Credit Card Service Fees
- Computer & Software
- Insurance
- Legal Services
- Meetings
- Miscellaneous Other
  - Dues
  - Licenses
  - Subscriptions
  - Memberships
  - Storage
- Office Expense
  - Copying and Printing
  - Postage
  - Supplies
- Telecommunications Services
  - Telephones
  - Internet

Total Proposed Budget $2,958,000

Dave Bell seconded the motion. Motion carried by voice vote.

Steve Baden made a final statement of appreciation to the Board on their engagement and involvement to approve the RESNET 2022 Operating Budget.

Approve RESNET Board Executive Committee's Recommended 2022 Capital Budget Request for Development of RESNET Field Manual on ANSI RESNET/ICC Standard 301

RESNET Board Treasurer David Beam stated that the RESNET Board Executive Committee reviewed this and recommended the approval of this capital budget.

Steve Baden stated that the intent of the capital budget requests was to go beyond one fiscal year. A field manual was suggested by RESNET Staff Rick Dixon in order to make for clearer interpretation of standards. Mr. Dixon advised that the International Code Council (ICC) developed such manuals to aid code officials in understanding the requirements of codes including the International Energy Conservation Code. RESNET would contract with the ICC for development of RESNET Field Manual. Mr. Baden stated that it would be intended to be free for raters and QADs, on a tablet or potentially for publication.

Mr. Baden disclosed that Mark Johnson would recuse himself from voting since he worked for ICC. He stated that he approached Mr. Johnson about the project and that it was never suggested by ICC. Steve stated that he considered that the project would not represent self-dealing on the part Mr. Johnson since he would not personally gain from the project and that ICC was uniquely qualified since they produced field manuals for the International Energy Conservation Code,

Abe Kruger stated that he saw clear benefit, but also that there is precedent for paying for reference guides and field manuals. David Goldstein agreed and stated that it would be beneficial to have feedback on the type of content that would be included in the field manual and to consider the extent of explanations that would be provided in the text.

John Hensley further stated that common elements and issues that the QA team finds would be a useful addition to this proposed field guide.

Cy Kilbourn suggested that changes to the title and suggested that there be a guidance group of HERS raters to assist with writing this. Steve Baden responded that it was intended for there to be a group of subject matter experts who would provide details to the writers on the practical issues relating to the field manual. The intended timeline would be to be published in 2022.

Steve Baden agreed that the subject matter experts would include Rick Dixon, Philip Fairey, and Gayathri Vijayakumar, and that they would have discussions with the board to hear suggestions from the board on intent and timeline of the project.

Chris McTaggart said that the commentary could be integrated into standards instead of a field guide, and this field guide would assist as a visual resource. Chris stated that he would be in support of this if the RESNET staff sees it as an opportunity to help mitigate inconsistencies in the field.

Clayton Traylor made a motion to appropriate $50,000 for the development of a field manual for the HERS Rating Industry as a RESNET Board designated appropriation. Matt Gingrich seconded the motion.

After further discussion a vote was taken. The motion was adopted by a voice vote. Mark Johnson and Brian Shanks abstained.

RESNET Board Executive Committee Recommendation to Appoint Jonathan Risch to Fill Remainder of Paulette McGhie's Term on RESNET Board

John Hensley acknowledged and thanked Paulette McGhie's for her time served on the board of directors.

John Hensley introduced Jonathan Risch, who called in virtually. Jonathan Risch introduced himself as the CEO of DPIS/Ei. Jonathan Risch discussed his history with DPIS/Ei and his experience in the homebuilding industry and how he could contribute his efforts to the board. No board members had direct questions for Jonathan.

Chris McTaggart made a motion to appoint Jonathan Risch to fill remainder of Paulette McGhie's term on RESNET Board. Cy Kilbourn seconded the motion.

The motion passed by voice vote. Chris McTaggart abstained from voting.

RESNET Board Executive Committee's Recommended 2022 Capital Budget Request for Updating RESNET National Registry's Platform

RESNET Board Treasurer David Beam stated that the RESNET Board Executive Committee reviewed this and recommended the approval of this capital budget.

Steve Baden stated that funding was requested for the first year of a three-year project to integrate with the RESNET database and portal. The intent is to issue an RFP for migration to update the registry's platform. The budget request is a not-to-exceed amount, and if an RFP finds it more costly, then the board will revisit.

Emelie Cuppernell Glitch made a motion to appropriate $180,000 to update the RESNET National Registry's Platform. Abe Kruger seconded the motion.

The board discussed improvements the new platform would offer.

Clayton Traylor suggested an alternative solution to spend the next 30-60 days researching all three phases of the RFP and go to the market to see what the costs and timeline would be. Chris McTaggart suggested consideration of a more consumer-facing perspective when researching the potential three phases of the RFP as well.

Steve withdrew his request for a motion until additional information is gathered and encouraged board members to send ideas on what to include in the scope of work.

Emelie Cuppernell and Abe Kruger agreed to rescind the motion.

Status of Standard Amendment to Address "Provider Hopping"

John Hensley summarized the status of a proposed standard amendment to address "provider hopping", including registry notifications, enforcement, and further actions. He called for more proscriptive language in the standards to maintain the integrity of RESNET.

Kathy Howard asked if there were any human resources issues that would arise from sharing this data due to privacy acts. John Hensley responded that it was only about the certification of that specific rater, and therefore, that there would not be any issues.

Abe Kruger asked if there was an action to be taken by the board today. John Hensley stated that this was intended to be a status update for the board and the next step would be to create a new work order to go to SDC 900. John Hensley emphasized that RESNET is a consensus-based organization.

Brian Shanks stated that there should also be a way for a builder to know when a rater is in probationary/any intermediate status as well. Group discussed process of notification and when it is public information. John Hensley stated that there could be a distinguishing factor between disciplinary and administrative probation in future language. Chris McTaggart also wanted to consider not conflating the two distinct types of probation and recalled that there was a previous conversation in the working group about making a difference between the two.

Steve recommended that next steps to involve builders and raters in SDC 900 working group to see the impact for RESNET stakeholders.

Cy Kilbourn made a motion to accept the report and recommendation for Provider Hopping. Chris McTaggart seconded the motion. Motion carried by voice vote.

RESNET 2020 Independent Financial Audit

David Beam presented the 2020 Independent Financial Audit that was sent to the board prior to the meeting. Mr. Beam reported that again this year, RESNET received a clean audit with no findings.

Matt Gingrich made a motion to acknowledge the receipt accept the RESNET 2020 Independent Financial Audit report. Abe Kruger seconded the motion. The motion carried by voice vote.

Update on Development of Automated Quality Assurance (QA) Tool

Scott Doyle of RESNET staff demostrated the new QA tool - Kibana as the automated quality assurance tool for RESNET and its functionality for data visualization through dashboards. Scott Doyle presented on the business analytics dashboard aspect of Kibana, and how it could be used for work with other partners and decisionmakers. Next steps would include a full roll-out with the QA Team and creating individual provider and builder dashboards.

Steve Baden also asked for what information a builder would want to see on this dashboard. Clayton and Brian agreed and would follow up with ideas.

David Goldstein suggested that the QA team ensure that the expertise to interpret the data from the quality assurance tool does not solely come from Scott, and that more RESNET Staff are able to learn and interpret as well. Scott replied that that was the intent.

Update on 2022 RESNET Building Performance Conference

Emma Bennett presented updates on the 2022 RESNET Building Performance Conference. The conference will be both in-person and virtual, at different dates and with similar components. 103 potential attendees so far have expressed their interest through the RSVP list to attend in-person.

Ms. Bennett also announced the dates and locations of 2022 board meetings: May 18th, 2022, in Chicago, IL and October 26th, 2022, in Denver, CO.

"Open Mike" for Board Member Open Conversation

Chris McTaggart asked for the board for reconsideration and discussion on the standards development cycle, including the presentation by Laurel that was intended to be presented today.

Brian Shanks suggested an output report for carbon emissions with confirmed ratings. Steve Baden stated that this is something that could be added for the builder dashboard. David Goldstein discussed recommending this for the EPA to look at. Brian Shanks asked if it would be possible to see a report of his confirmed ratings now, Ryan Meres said that he would be able to export this data from Kibana.

New Business

There was no new business proposed by the board.

Meeting Adjourns

Clayton Traylor made a motion to adjourn. Meeting adjourned at 4:21 p.m. Eastern Time.

Respectfully Submitted,

Philip Fairey, Secretary