



Setting the Standards for  
Home Energy Efficiency

**Potential Sources of Bias / Conflict of Interest  
Statement of Affiliations and Interests for Candidates for the RESNET  
Board of Directors**

August 22, 2017

This form must be submitted with all applications to be a candidate for the RESNET Board of Directors. It is intended to ensure that relevant information is submitted to the RESNET Board Nominations Committee and the RESNET membership.

**The responsibility for determining the information to be reported rests with the individual completing this form. Failure to fully disclose relationships is grounds for removal from consideration for or removal from the RESNET Board of Directors.**

A statement of affiliations and interests does not prevent a person from being nominated as a candidate for the RESNET Board, but is for the purpose of notifying the RESNET Board Nominations Committee and RESNET members of any bias or potential bias.

## Potential Sources of Bias / Conflict of Interest Statement of Affiliations and Interests Form

<b>RESNET Board of Directors</b>	
Name: Cy Kilbourn	Title: VP Engineering
Employer: Ekotrope	Telephone: 617 453 8043
Address incl. City, State, Zip: 177 Huntington Ave Ste 1703, #33888, Boston, MA 02115	Email: cy@ekotrope.com
RESNET Membership Category: Provider	Today's Date: 9/25/2022
<b>All sections of this form must be completed. The use of "None", N/A, or no response to answer these inquiries is not acceptable. Incomplete forms will be rejected and the terms for application for nomination to the RESNET Board of Directors e will not have been met.</b>	
<p>1. <b>ORGANIZATIONAL AFFILIATIONS.</b> Enter information as requested below.</p> <p>A. Report any business relationships (such as an employee, owner, officer, director, consultant, etc.) in the fields of home energy ratings, building performance and/or other areas that RESNET provides services within the last two years.</p> <p>I am an employee and shareholder of Ekotrope, a RESNET Accredited HERS Rating software company.</p> <p>B. Report any memberships or volunteer non-business relationships that your company/organization has with such groups such as BPI, ACCA, NAHB, ASHRAE, USGBC, RESNET, etc. within the last two years.</p> <p>I have been a RESNET board member for 6 years.</p> <p>C. List all your organization's employees that serve on the board of directors, advisory groups or working committees with such groups such as BPI, ACCA, BPI, NAHB, ASHRAE, USGBC, RESNET, etc. within the last two years.</p> <p>Cy Kilbourn and Nick Sisler. All serve RESNET, no other organizations.</p> <p>D. Disclose any direct sources of funding for your time and/or expenses to participate on the RESNET Board of Directors. If you currently pay for your own expenses, please enter 'self-funded'.</p> <p>Ekotrope will pay my expenses</p> <p>E. Disclose sources of funding, the amount of funding received and services provided that your organization has received from such federal agencies as Environmental Protection Agency, Department of Housing and Urban Development, Department of Energy, etc. and such groups such as BPI, ACCA, NAHB, ASHRAE, USGBC, RESNET, etc. within the last two years.</p>	

None

2. **PUBLIC STATEMENTS AND POSITIONS.** List articles, testimony, speeches, etc., by date, title and publication (if any) in which they appeared that you provided about RESNET and home energy ratings. Attach additional sheets if necessary. Please mark the box below only if applicable.

I have no relevant public statements or positions (double-click box to mark).



SIGNATURE

9/25/2022

DATE

*The completed and signed form must be sent to RESNET Executive Director as indicated in the instructions accompanying this form.*

**Residential Energy Services Network, RESNET**

Kathy Spigarelli, Deputy Director  
[kspig@resnet.us](mailto:kspig@resnet.us)

# Attachment

## Guidelines and Definitions

### Defining "Bias" and "Conflict of Interest"

**Bias:** The question of potential sources of "bias" ordinarily relates to views stated or positions taken that are largely intellectually motivated or that arise from the close identification or association of an individual with a particular point of view or the positions or perspectives of a particular group. Such potential sources of bias are not disqualifying for purposes of RESNET Board service. It is necessary, in order to ensure that the board is fully competent, to elect members in such a way as to represent a balance of potentially biasing backgrounds or professional or organizational perspectives.

**Conflict of Interest:** It is essential that the work of the RESNET Board of Directors not be compromised by any significant conflict of interest, or in some circumstances the significant appearance of conflict of interest, on the part of any member of the board. For this purpose, the term "conflict of interest" means any financial or other interest which conflicts with the service of an individual because it (1) could impair the individual's objectivity or (2) could create an unfair competitive advantage for any person or organization. The existence of a significant conflict of interest ordinarily disqualifies an individual from service.

### How can conflicts of interest arise?

Conflicts of interest can occur when:

When a board member has a strong personal, financial, or professional interest in seeing that a project/policy produce a particular outcome; and

An agency, a sponsor, or a private organization or company attempts either to influence individual board member or to skew the body of information reviewed by the board.

### What is done to avoid conflicts of interest?

Submittal and evaluation of the statement of affiliations and interests that lists professional connections and indicates any positions taken in relevant public statements at the time of nomination and disclosures during board meetings are fundamental to ensuring conflicts of interest and appearances of conflicts of interest are avoided.

*Note: This form and the definitions, included here are derived from forms and considerations as presented by ASHRAE.*