**Chapter 1 and Chapter 9 Task Group Meeting Notes 11/28/2022**

**Zoom**

**1 PM Pacific**

Members Present: Scott Doyle, Michael Arblaster, David Choo, Leo Jansen, Christine Do, Laurel Elam, John Hensley, Chris McTaggert

Members Absent: Sharla Riead

**Begun new work at 904.6**

Talked through Sharla’s proposed edit of removing the entire section of 907 - EnergySmart Contractors as there is not any at the moment. Laurel is going to confirm with Steve Baden on this intent and the group will revisit this once she confirms.

Chris brought up concerns with changes to language on the Ethics and Appeals Committee, and requirement for both members of the committee being non-active members of the HERS industry, and also that the Chair person not be a Provider or Rater Board representative. John / Laurel explained that this was done as a part of the interim amendment, and was done at behest of legal counsel. Committee further discussed the matter and stated that this can still be changed through public comment. Laurel will also confirm with Steve Baden if these committee members need to be reassigned in the interim while the interim amendment is in place. Chris also brought up the need for Staff to strategize internally to discuss to ensure that the make up of this committee does not become either ineffective. Both David and Leo supported Chris’s take on this matter.

Leo asked how these members are selected, Chris was not sure, and he has not had any meetings in the year since he has been the Chair. Leo asked if we could both add into the language of the standards further guidance on who and how these individuals are selected, and also for RESENT to send out a call to action for eligible Raters / Providers to apply for membership. Chris suggested that we outline the recusal process clearly. Leo also suggested that some alternates be identified in case that someone did need to recuse themselves.

Leo suggested that the complainant form on the RESNET website be updated to include a link to look up the Provider for a given Rater. Leo also discussed the idea of improving full disclosure of how the process works for a complainant, and Christine will work with Scott on updating the confirmation email with this information as well as the outline of the overall Ethics Complaint process on the website.

On 910.6 Right to Hearing, Leo brought up the need to either specify that hearing would be remote (i.e. phone call or video call), or if the Provider chose to have an in person hearing, need to specify that the Provider would bear the responsibility of cost for the entire process.

Following up from last meeting, Leo asked for guidance on where to place language on making the Checklist mandatory, Scott/Laurel confirmed that they would like to see it live in 904.4 Rating Quality Assurance Provider’s Responsibility For Maintaining Accuracy Of Records And Registry Information. Leo will have those edits completed by next call.

**Ended new work at end of Chapter 9 - Will begin review and clean up of entire document starting in Chapter 1 next week**