Welcome, Updates and Announcements

Don Frey welcomed the group and thanked the California Energy Commission for hosting the meeting webcast.

Kristin Heinemeier gave updates on the status of current and upcoming CCC projects.

Jim Parks provided an overview of the Commissioning Workgroup Report and asked for volunteers for a review committee for this project.
**Action Item:**
Anyone interested in being involved in the review committee for the Commissioning Work Group Report should contact the CCC by email (info@cacx.org).

**California Commissioning Programs**
Jim Parks gave an overview of the commissioning program matrix that was developed by the CCC staff. Representatives from the programs gave brief presentations on the details of each program.
Jim asked for specific feedback on the content of the matrix, and additional programs that have not been included. The following points were raised:

- The information in the matrix will be used by building owners (commercial real estate) and should be packaged for their benefit (separate state programs from publicly available programs).
- Provide this information to BOMA membership.

**Action Item:**
- Feedback on the matrix and information on additional programs should be sent to the CCC by email (info@cacx.org).

**Verification of Savings**
Kristin Heinemeier presented an overview of this upcoming CCC project and described the process for contractor selection. An RFQ will be developed and sent to the CCC’s pre-approved contractors for technical research.

**Action Item:**
- CCC staff to review pre-approved contractor list to confirm all applicants were evaluated in the correct categories.

**California Commissioning Guidelines**
Kristin Heinemeier announced the publication of the CCC’s commissioning guides for new and existing buildings. She presented a list of potential channels for distribution of the guides and asked for input from the AC.

**Action Item:**
Requests for hardcopies of the guidelines should be sent to the CCC by email (info@cacx.org) or phone (877.306.2229).

**ASHRAE Commissioning Activities**
Kristin Heinemeier gave a brief update on ASHRAE’s commissioning-related activities.
**Action Item:**
Feedback on how (or if) the CCC should be involved in ASHRAE’s commissioning-related activities can be sent to the CCC by email (info@cacx.org).

**Upcoming Meetings**
Don Frey reviewed the schedule of upcoming meetings. An error in the published date for the November meeting was noticed and is corrected below. The current schedule of CCC meetings for 2006-2007 is as follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
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<tbody>
<tr>
<td>2006</td>
<td></td>
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<tr>
<td>November 2</td>
<td>PG&amp;E</td>
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<tr>
<td>2007</td>
<td></td>
</tr>
<tr>
<td>February 8</td>
<td>SMUD</td>
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<tr>
<td>April 12</td>
<td>SDG&amp;E</td>
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<tr>
<td>June 7</td>
<td>PG&amp;E</td>
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<tr>
<td>August 23</td>
<td>SMUD</td>
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<tr>
<td>November 8</td>
<td>SoCal Gas</td>
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Don asked for suggested agenda items for upcoming meetings. The following items were mentioned:

- Inclusion of more technical presentations and discussions to balance the marketing/deployment focused projects
- RCx programs - prescriptive approach to savings implementation
- Overview of tools, templates and resources available to owners to help them set up commissioning projects

**Action Item:**
- Suggestions for agenda topics can be sent to the CCC by email (info@cacx.org).
- CCC Staff will provide an overview of current CCC projects and opportunities for Advisory Council members to participate.

**Announcements**
Don Frey opened the meeting to announcements from Advisory Council members or other attendees.

During this time there was a question about the reason for meeting via teleconference. It was explained that this teleconference was chosen because the agenda didn’t require significant group discussion or official actions, making it a good opportunity to test a virtual meeting. Most meetings will be held in-person.
Meeting Adjourned

The meeting was adjourned at 11:30am.