California Commissioning Collaborative
Advisory Council Meeting Minutes

February 8, 2007
SMUD Customer Service Center
9:30 am – 2:30 pm

Attendees
Advisory Council Members
Norm Bourassa, PIER
Tav Commins, CEC
Greg Cunningham, Enovity
Don Frey, AEC
Ken Gillespie, PG&E
Richard Greco, California Data Center Design Group
Philip Haves, LBNL
Randall Higa, SCE
David Jump, QuEST
Pete Keithly, Keithly Barber Associates
Pat Pico, Sheet Metal Training Center
Tony Pierce, Facility Dynamics
Reinhard Seidl, Taylor Engineering
Craig Sheehy, Thomas Properties Group
Scott Williams, Target
John Wimer, National Center for Energy Management and Building

CCC Staff
Kristin Heinemeier
Kirstin Pinit
Phil Welker

Others
Len Beyea, RetroComm Energy Strategies
Brad Brooks, GLUMAC
Joe Deringer, Deringer Group
Tim Duffy, HGA
Eric Dyrr, KEMA
Ed Jerome, Cogent
Bryan Johnson, DGS
Steve Prey, EPAC
Howard Sacks, DGS
Brian Smith, TRC
Danni Wang, Nexant

Welcome, Introductions, and Announcements
Don Frey called the meeting to order at 9:30 and welcomed the group. Attendees introduced themselves, and made brief announcements.

CCC Project Updates
Kristin Heinemeier gave updates on the following CCC projects:

- Verification of Savings
- Market Research
- RCx Toolkit
- Diagnostics Training Recap
- Roadmap for Achieving the Commissioning Goals of the Green Buildings Initiative
**Owner Outreach Program Plan**
Kirstin Pinit gave an overview of the scope of work for Owner Outreach activities planned for 2007. The Advisory Council provided input on content for a PowerPoint presentation for building owners and discussed upcoming events that CCC may participate in. For Advisory Council and Board members who are out speaking to owners about retrocommissioning, the CCC will provide marketing materials to be distributed to owners (CCC Commissioning Guides and RCx program brochure).

**Program Profiles**
Greg Cunningham presented an overview of Enovity’s Monitoring-Based, Persistence Commissioning Program for Existing Buildings.
David Jump presented and overview of QuEST’s Hospital Pilot Program.

**Case Studies**
David Jump presented a monitoring based commissioning project at Tan Hall at University of California Berkeley.
Don Frey presented a case study on retrocommissioning at the Sheraton Chicago Hotel & Towers Cityfront Center.

**Testing and Sealing Supply and Exhaust Ductwork**
Mark Modera, Carrier Corporation, gave a presentation on Carrier’s AreoSeal process for duct sealing in commercial buildings.

**Wrap – Up**
Conflicts with the meeting schedule for 2007 were discussed, with these decisions:
- The June meeting will be held on June 21, hosted by SoCal Gas.
- The November meeting will hosted by PG&E, date TBD after USGBC’s Greenbuild date and location are finalized.

**Future Agenda Items**
Kristin Heinemeier proposed a structure for meetings that includes CCC Business (project updates and presentations) and Industry Information (case studies, program profiles, discussion topics, special guests).

Pete Keithly volunteered to present a case study at the April meeting.

CCC staff suggested that the discussion topic for the next meeting be:
- RCx terms and definitions.

Attendees were asked to suggest discussion topics for future meetings. The following suggestions were made:
- Schedule Changes as an Energy-Saving RCx Measure – Should they be eligible for incentives if there is no persistence strategy to ensure long-term measure performance?
- “The biggest bang for the buck in RCx comes from…”

Other suggested agenda topics were:
- Patent issues around retrocommissioning processes
- Demo of Building Metrics and Charting Tool

Don Frey thanked SMUD for hosting the meeting, and reminded the group of the next CCC meeting to be hosted by SDG&E on April 12.

The meeting adjourned at 2:15 PM.