California Commissioning Collaborative
Advisory Council Meeting Minutes

June 21, 2007
Energy Resource Center (hosted by SoCal Gas)
9:30 am – 2:30 pm

Attendees

Advisory Council Members
James Bryan, Arden Realty
Don Frey, AEC
Richard Greco, California Data Center Design Group
Randall, Higa, SCE
Ed Jerome, Cogent Energy
Scott Williams, Target
John Wimer, National Center for Energy Management and Building Technologies

Board Members
Norm Bourassa, PIER-CEC
Dan Burgoyne, DGS
Greydon Hicks, PG&E
Jessica Mack, SoCal Gas
Jim Parks, SMUD
Chuck Poindexter, SDG&E

CCC Staff
Kirstin Pinit, PECI
Phil Welker, PECI

Others
Amber Ackman, EE Initiative
John Beck, EMC Engineers
James Butler, Cimetrics
David Claridge, TAMU
Paul Ham, Target
Michael Lo, SCE
Steven Long, SCE
John McIntosh, imonitorenergy.com
Brian Smith, TRC

Welcome, Introductions, and Announcements

Don Frey called the meeting to order at 9:30 and welcomed the group.

Mr. Frey announced that Kristin Heinemeier is no longer with PECI and is now working with the Western Cooling Efficiency Center at UC Davis. He asked the CCC staff to thank Kristin for her contributions as Technical Manager for the CCC Staff over the past two years.

It was also announced that the Board of Directors appointed three new Advisory Council Members at the Board Meeting on April 13:

- James Bryan, Arden Realty
- Ed Jerome, Cogent Energy
- Satinder Gulati, USC

Attendees introduced themselves, and made brief announcements.

CCC Project Updates

Kirstin Pinit gave updates on the following CCC projects:

- Verification of Savings (update presented by David Jump)
- Market Research
- RCx Toolkit
- Roadmap for Achieving the Commissioning Goals of the Green Buildings Initiative
- Owner Outreach
**Discussion: CCC Guidelines**

Don Frey led a discussion of the statement from the Building Commissioning Association’s External Relations Committee to their Board of Directors regarding several passages in the CCC Commissioning Guides. Their concerns are:

- The narrative includes bidding as an acceptable method of selection of professional services
- The narrative confuses bids, RFPs and RFQs

The narrative in question was reviewed by the group with the decision to make minor revisions to clarify the description of the Commissioning Agent selection process, removing the word “bid.”

The CCC staff will propose revised language to the Advisory Council and Board of Directors. Any approved changes will be made to the electronic version of the Guides (available on the CCC website) and to any future reprints of the Guides.

**Commissioning at Target**

Paul Ham, Group Manager for Commissioning, presented the commissioning program at Target.

**Program Profile: SCE/SCG/County of Los Angeles Energy Efficiency Partnership Program**

Michael Lo, SCE Program Manager, presented the partnership program design and results to date.

**Commissioning, Trademarks and an Engineering “Teaching Hospital”**

David Claridge, Professor, Department of Mechanical Engineering and Deputy Director, Energy Systems Laboratory at Texas A&M University presented the TAMU teaching model for commissioning and discussed the accomplishments and contributions TAMU has made to the commissioning industry.

**Wrap – Up**

Don Frey led a discussion of future agenda items:

- Program Profiles and Case Studies: asked for volunteers or invitations
- Discussion Topics: Phil Welker introduced an upcoming discussion about the future direction of the CCC as an organization. The Advisory Council will be called on to provide insight and ideas into the types of programs and projects the CCC will take on in the future.
- Other topics: California Climate Registry

**Upcoming Meetings:**

- The next meeting will be held on August 23, hosted by SMUD
- The November meeting will be hosted by PG&E, on November 15.
- 2008 dates were proposed and the Advisory Council has been asked to check for conflicts:
  - February 7, 2008
  - April 17, 2008
  - June 12, 2008
  - August 21, 2008
  - November 7, 2008

Mr. Frey thanked SoCal Gas for hosting the meeting, and adjourned the meeting at 2:15.