Welcome, Introductions, and Announcements
Don Frey called the meeting to order at 1:30. Attendees introduced themselves and gave brief announcements. CCC project announcements included:

- NCBC Pre-conference workshop funded by CCC’s owner outreach project budget took place during the morning of April 21. The “Real Reasons for Optimizing Building Performance,” featured case studies from Marriott, Target, and Adobe, had 20 registrants and was a success.

CCC Policy Initiative
Kirstin Pinit gave an update on the CCC’s plans to pursue a more proactive role in commissioning-related policy-making processes in California and nationally. The objective of the CCC’s “policy initiative” is to help ensure that California policies and standards support the effective use of commissioning to deliver energy efficiency in commercial buildings. Plans include a part-time staff person who will represent the CCC in the policy arena by participating in hearings, workshops and other events to increase the visibility of commissioning, and to elevate discussions of commissioning to address issues and concerns of the CCC and its stakeholders.

Verification of Savings: M&V Guide Progress
David Jump presented an overview of the CCC’s in-progress work on M&V guideline development. The first draft of the guideline is planned to be completed at the end of May, with a final version due mid-June. For more information on this project, contact David Jump at djump@quest-world.com.
Universal Translator Demo
Reinhard Seidl gave a demonstration of the Universal Translator (UT) software developed by Taylor Engineering for Pacific Gas & Electric. The UT manages and analyzes data from loggers and trends from building management systems. Information on the Universal Translator can be found at [www.utonline.org](http://www.utonline.org) and [http://www.tedownloads.com/UT/](http://www.tedownloads.com/UT/).

Commissioning Industry Needs Survey
Hannah Friedman presented results of a survey sent to 5,910 commissioning-related professionals regarding the problems and opportunities facing the industry. The results of this survey were the basis for a “Town Hall Meeting” sponsored by that CCC at the 2008 NCBC. This session was designed to create an interactive forum for stakeholders to collectively brainstorm a vision for the future of the industry.

CCC Analysis and Development of Educational Opportunities
Kirstin Pinit presented the results of the CCC’s Analysis and Development of Educational Opportunities study conducted by Nexant. The final report is available on the CCC website ([http://resources.cacx.org/library/HoldingDetail.aspx?id=471](http://resources.cacx.org/library/HoldingDetail.aspx?id=471)).

New Training Initiative
Phil Welker presented PECI’s plan to work with the BCA and other commissioning industry stakeholders to launch an advanced hands-on training program for commissioning providers. Currently, BCA member firms are considering a proposal to raise seed-funding that will be leveraged to secure funds from utilities and government agencies.

Wrap - Up
Future agenda topics were discussed:
- Demonstration of other commissioning-related tools.
- Case study on chiller project at PG&E.
- Review of commissioning certifications.
- Fault detection and diagnostics.

Don Frey thanked SCE and NCBC for hosting the meeting. The Meeting adjourned at 4:30, and the group enjoyed an outdoor reception.