

Minutes

GBI Consensus Body Meeting #27

BSR/GBI 01-2016

Webinar

Thursday, February 2nd, from 2:00 PM EST to 3:00 PM EST

Attendance:

No	Name	Organization(s)	10-14-16	2-2-17			
1	Gregg Bergmiller	S/L/A/M Collaborative	X	X			
2	Paul Bertram	PBR Connect (rep. Self)	X	X			
3	Allan Bilka	International Code Council	Absent	X			
4	Jeff Bradley	American Wood Council	X	X			
5	William Carroll	American Chemistry Council	X (by Proxy)	X			
6	Chris Dixon	NBBJ (rep. self)	X	X			
7	Nicole Dovel-Moore	CTA Architects Engineers	X	X			
8	David Eldridge	Grumman/Butkus Assoc.	X (by Proxy)	X			
9	William Freeman	Resilient Floor Covering Institute	X	Absent			
10	Susan Gitlin	U.S. EPA	X	Absent			
11	Don Horn	GSA	X	X (by Alternative)			
12	Josh Jacobs	UL Environment	Absent	Absent			
13	Greg Johnson	Johnson Consulting Services, Greenscape Alliance	X	X			
14	Karen Joslin	Joslin Consulting	X	X			
15	Malee Kaolawanich	NIH (rep. self)	Absent	Absent			
16	Rachel Minnery	AIA	Absent	X			
17	Charles Kibert	University of Florida	X	X			
18	Gary Keclik	Keclik Associates	X	Absent			
19	Thomas Pape	Alliance for Water Efficiency	X	Absent			
20	Tien Peng	National Ready Mix Concrete	Absent	X			

		Assn.					
21	Jane Rohde	JSR Assoc. Inc., Vinyl Institute	X (by Proxy)	Absent			
22	Gord Shymko	G.F. Shymko & Associates, Inc.	X	X			
23	Kent Sovocool	Southern Nevada Water Authority	X	X			
24	Steve Strawn	JELD-WEN	Absent	Absent			
25	George Thompson	Chemical Compliance Systems, Inc.	X	X			
26	Angela Tin	American Lung Assn.	Absent	X			
27	Douglas Tucker	Misubishi Electric Cooling & Heating	Absent	Absent			
	Erika Winters Downey	American Institute of Steel Construction	Absent	Resigned			
Voting Alternates							
	Abby Brokaw	American Lung Assn. (voting Alternate for Angela Tin)					
	Paul Karrer	AIA (Alternate for Rachel Minnery)					
	Bill Hoffman	UL Environment (Voting Alternate for Josh Jacobs)					
	Lance Davis	GSA (Voting Alternate for Don Horn)		X			
	D'Lane Wisner	D'Lane Wisner (Voting Alternate for William Carroll)					
TOTALS			19/29	18/27			
Visitors							
	Martha VanGeem	Self (Principal Engineer)	X	X			
	Dave Panning	BIFMA	X	X			
	Mike Cudahy	Plastic Pipe and Fittings, Association	X				
	Candy McNamee	NCI Group		X			

	Ric Doedens	Logison		X			
Staff/Consultants							
	Michael Lehman	Chair	X	X			
	Vicki Worden	Executive Director, GBI					
	Emily Randolph	Secretariat Asst., GBI	X	X			
	Micah Thomas	Staff, GBI		X			
	Maria Woodbury	Secretariat, GBI	X	X			
	Kim Goldsworthy	Roberts-Rules Consulting	X	X			

Thursday, February 2nd, 2017

Welcome & Roll Call

Secretariat, Maria Woodbury welcomed participants and conducted roll call to establish quorum. The anti-trust statement and code of conduct were reviewed and participants were requested to comply with both fully.

Woodbury reminded members that all are welcome to participate in the discussion provided participants raise their hands. Hands will be called on first come-first serve.

Woodbury informed the participant that Erika Winters-Downey changed employment and resigned from the Consensus Body. Paul Bertram, Energy Subcommittee Vice Chair and Consensus Body member, also changed employment and has reapplied to the Consensus Body for a change of interest category. John Cross has applied to fill the space vacated by Winters-Downey. Cross was recently appointed Vice Chair of the Project Management Subcommittee. Mike Cudahy, Vice Chair of the Water Efficiency Subcommittee has applied to the Consensus Body. A Letter Ballot will be sent out to elect Bertram, Cross, and Cudahy to the Consensus Body. The balloting period will last fifteen days.

At this meeting 1 member voted using a voting alternate Lance Davis for Don Horn and no members voted using proxies.

Administrative Items

Chair Mike Lehman welcomed participants to the meeting and reviewed the agenda. Lehman stated that the purpose of this meeting was to provide updates on objections from the first comment period, Letter Ballot results, comments from the second comment period, and the schedule moving forward.

Lehman asked for a motion to approve the meeting minutes for Meeting #26. The motion was made and seconded. There were no objections. The Minutes were approved.

Updates

Unresolved comments from First Round Comments:

Woodbury reported that out of nearly 60 commenters with nearly 600 comments only four commenters submitted objections to the responses received with a total of twenty-two objections submitted. Of these twenty-two objections, four have been resolved, and six are likely to be resolved informally. The remaining comments will be worked on in conjunction with the responses to Second Public Comment Period comments. The Secretariat and Secretariat Assistant will be working with Chairs and Vice Chairs where appropriate to resolve these comments. Un-resolved comments will be present to the Consensus Body at the next Letter Ballot period. Consensus Body members may change their votes on the Standard at that time.

The question was raised regarding whether the twelve comments left unaccounted would remain unresolved and if they would be handled as a priority in case the resolution influences the responses to Public Comments. Woodbury clarified that there are procedural differences between technical and procedural objections. Some are in the process of being resolved. If comments remain un-resolved, they'll be included in the Letter Ballot.

Letter Ballot Results:

Woodbury reported that there was one hundred percent participation in the Letter Ballot and thanked the Consensus Body for their participation. Woodbury stated that there were **twenty-one affirmative votes, six negative votes, and one abstention**. There were also thirty-nine comments received in conjunction with the Letter Ballot with fourteen comments attached to negative votes and twenty-five comments attached to affirmative votes. Staff are working to resolve negative votes, which may appear on the next Letter Ballot for the Standard. Affirmative comments will be shown to the Consensus Body in writing and the commenter will be responded to with a written accounting of the action taken in response to the comment. As such, affirmative comments will be folded into the Public Comment procedure.

Upcoming Letter Ballot to Fill Vacancies:

Woodbury reported that there would be a Letter Ballot sent out to fill vacancies in the Consensus Body. The applicant slate will be John Cross and Mike Cudahy. Both are Subcommittee Vice Chairs and have participated in Consensus Body meetings throughout the process. Additionally, Paul Bertram will be included on the Ballot to change his interest categories from Producer to User. The membership vacancies and this slate of candidates were discussed at an Executive Session of the Subcommittee Chairs and Vice Chairs held during January. There were no objections raised to the suggested applicant slate at the Executive Session.

Second Public Comment Period

Overview of Each Assessment Area:

Secretariat Assistant Emily Randolph gave an overview of the comments received under each Assessment Area including objections to First Round Public Comments, Second Round Public Comments, and Letter Ballot Comments. Below is a summary of the total comments to resolve, comment trends and estimate meeting time required to draft responses for each Subcommittee.

Project Management:

- Total comments to resolve: 31
- Trends in comments: Many comments on the new Resilience Section.
- Estimated Subcommittee and Task Group hours: 8

Site:

- Total comments to resolve: 43
- Trends in comments: Many comments on Mitigating Heat Island Effect.
- Estimated Subcommittee and Task Group hours: 6

Energy:

- Total comments to resolve: 12
- Trends in comments: Most comments were on the pathways, particularly Path C.
- Estimated Subcommittee and Task Group hours: 2

Water

- Total comments to resolve: 20
- Trends in comments: Most comments were on Section 9.1, particularly Path D. There were also comments on Metering language.
- Estimated Subcommittee and Task Group hours: 2-4

Materials:

- Total comments to resolve: 42
- Trends in comments: Risk Assessment and Sustainable Materials Attributes.
- Estimated Subcommittee and Task Group hours: 9

Indoor Environment

- Total comments to resolve: 31
- Trends in comments: VOCs and Acoustic Comfort.
- Estimated Subcommittee and Task Group hours: 2-4

Process for Addressing Second Round Comments:

Woodbury informed participants of the process that will be used to address the Second Round Comments. First, the Secretariat and Secretariat Assistant have reviewed each comment and sorted them into their appropriate Subcommittees. Next, they will meet with the Chair and Vice Chair of each Subcommittee to triage the comments. Some of the easier comments can be addressed by the Chair and Vice Chair without forming the Subcommittee (e.g. Editorial comments and comments with no new information on issues already decided through consensus process). Subcommittee or small group meetings will be held for more complex issues. Randolph will be scheduling meetings shortly following the triage meeting.

Woodbury stated that during this phase of the process we will be relying heavily on GBI's ANSI-approved procedures and ANSI Essential Requirements: <https://www.thegeb.org/ansi> and https://share.ansi.org/shared%20documents/Standards%20Activities/American%20National%20Standards/Procedures,%20Guides,%20and%20Forms/2017_ANSI_Essential_Requirements.pdf. These will supersede Roberts Rules of Order.

Woodbury informed participants that appeals panels may be formed to process any unresolved objections, per GBI procedures.

New Business:

Karen Joslin, Chair of the Project Management Subcommittee, stated that in future a joint task group of the Resilience and Risk Assessment Task Groups need to be formed to review comments submitted on the risk, risk assessment, and resilience definitions.

Review Schedule:

Woodbury reviewed the schedule moving forward:

- The next Consensus Body call is scheduled for Monday, February 13th from 1:00 PM EST to 3:00 PM EST.
- The Letter Ballot to fill Consensus Body vacancies will be sent out as soon as possible. The Ballot period is fifteen days.
- Appeals panels and Letter Ballots may be scheduled to resolved unresolved objections and Letter Ballot Comments. More information will be provided when available.
- Staff estimates 31 hours of Subcommittee/Task Group meetings and 24 hours of Consensus Body meetings before the Third Public Comment Period

MOTION: The motion was made, seconded, and carried to adjourn the meeting with none opposed and none abstained. No objections were raised.

--Meeting adjourned: 2:50 PM ET--