

*Commercial Building Energy Labeling Working Group
Meeting Minutes - 11/8/19 – Public Service Dept. GIGA conference room*

Attendees: *Keith Levenson, PSD; Kelly Launder, PSD; David Westman, EVT; Raymond Keller, VGS; Geoff Wilcox, OEO; Randy Drury, 3E Thermal, Vt. Community Action Partnership; Craig Peltier, VHCB; Tim Heney, Heney Realtors, Vermont Association of Realtors; Eveline Killian, CX Associates; Mike Russom, BED (phone), Jennifer Green, BED*

- 1) Selection of Co-chairs
 - a) The group requested to go through charge before nominating co-Chairs.
 - b) The group would like to think through the charge and requirements further and discuss/vote on Co-chair at the next meeting.
 - c) A couple of organizations will probably put forward nominations for two co-chairs.

- 2) Review of the Act 62 charge for the CBELWG
 - a) Reviewed charge from legislation and report items left to address
 - b) Reviewed some of the previous work of the Commercial Working Group
 - c) What is ultimately the goal? Mandatory vs. Voluntary?
 - (1) Should we offer an incentive for a label being created?
 - (2) Legislation doesn't ask for a recommendation on voluntary or mandatory, but we could include in report
 - d) How is 'multifamily' defined vis a vis the CBELWG?

- 3) Drafting of the CBELWG work plan
 - a) Need to set up the foundation/mechanics regardless.
 - b) Should we set up subcommittees to divide up the work that needs to be done by the Committee?
 - i) The group liked the idea of having subcommittees working on specific parts of the tasks and generally thought the subdivisions proposed made sense, but should flush out further.

- 4) Setting ongoing meeting schedule
 - a) Next meeting in two weeks or so (Mon. 11/18 1 to 2 PM or Wed. 11/20 10 to 11 AM proposed) to hear a presentation from Institute for Market Transformation (IMT) and select Co-chairs.
 - b) Wait until next full CBELWG meeting to set ongoing meeting schedule.
 - c) Next full CBELWG meeting set for Friday 12/6/19, 10 AM to 12 noon at OEO offices, Waterbury.

- 5) Other business
 - a) Any others that should be invited? Should they be informed, invited to join, maybe join a subcommittee?
 - i) Members will send contacts for who they suggest and they will be asked if they can be available for technical assistance, to provide input when needed.
 - b) Friday, December 6th 10-12 for next full group meeting – Geoff Wilcox will reserve a conference room at OEO offices, Waterbury.

Next meeting has been set for Friday 12/6/2019, 10 AM to noon at the Waterbury State Office Complex, Red Maple conference room.