

**Buildings Technology Research and Development Subcommittee
Workgroup Meeting
November 15, 2007**

Location: L'Enfant Plaza NCR Training Room
Time: 1:30-3:30 p.m.

Attendees¹

Shyam Sunder
Jerry Dion
Kevin Hurst
Paul Domich
Dru Crawley
Alan Schroeder
Mark Halverson
Hunter Fanney
Bobbie Lippiatt
Andy Persily
Bill Healy
John R Weber
Ken Sandler
Dana Bres
Kevin Kampschroer
Martin Weiland
Julio Arocho
Patrick Hughes
Paul Torellini
Juan D. Lopez
Mike Ritter
Lloyd H. Siegel
Donna McIntire

Agency/Office

DOC/NIST
DOE/EE-Buildings
EOP/OSTP
DOC/NIST
DOE/EE-Buildings
DOE/EE-Buildings
PNL
DOC/NIST
DOC/NIST
DOC/NIST
DOC/NIST
Architect of the Capitol
EPA/Green Buildings
HUD/PD&R
GSA/Applied Science
GSA
USACE
ORNL
NREL
EOP/CEQ/OFEE
USDA Forest Service
DVA/CFM
DOS/OBO

BTRD Co-chair
BTRD Co-chair
BTRD Ex-Sec

Next Meetings 1:30 - 3:30 PM 950 L'Enfant Plaza, 6th floor

December 20, 2007
January 17, 2008
February 21, 2008
March 20, 2008
April 17, 2008
May 15, 2008
June 19, 2008

July 17, 2008
August 21, 2008
September 18, 2008
October 16, 2008
November 20, 2008
December 18, 2008

¹ Workgroup members present listed in black type – members not attending identified in light gray

Introductions: Workgroup Co-chair Paul Domich (NIST) opened the meeting of the Workgroup to the Buildings Technology Research and Development (BTRD) Subcommittee welcoming the agency representatives and thanking them for their participation.

Review of the Agenda: The agenda was review and revised to accommodate member preferences

Proposed 2008 Workshop: Dru Crawley briefed the workgroup on a proposed spring 2008 workshop focusing on soliciting stakeholder input on technology R&D focused on energy efficiency for buildings. An earlier email to the Subcommittee also described the workshop and outlined proposed goals and outcomes. The concept of a workshop received support from the workgroup in general as well as from email responses from the subcommittee at large. A facilitator will be engaged by DOE to help with the definition of the workshop, helping organize the event, and in facilitating execution of the workshop.

Action Items: Paul Domich will solicit input on potential candidates to serve on a steering committee for the workshop. The development of the draft workshop outline, candidate list of speakers and attendees should be completed prior to the December 20th meeting

International Outreach: Kevin Hurst summarized a meeting held in October with BTRD leadership and Brenda Haendler from the U.S. Department of State. The discussion focused on a range of possible international outreach activities focusing on energy efficient building technology. Previously, there has been an effective collaboration with the EU on a variety of technology and policy issues. The outcome of the meeting was to investigate having the topic of energy efficiency for building included as a possible agenda item for the next US/EU Summit to be held in the spring of 2008. Topics to be included are: sharing of R&D, international codes and standards, and new approaches to policies and measures that will enhance development and adoption of energy efficient technologies. Haendler will initiate this action item.

Review of Progress: Section leads for the draft report reviewed progress on their sections. Committee comments include:

- Develop a one-page letter format to use as an introductory section to the report. This letter, for example, could be from the Under Secretaries from DOC and DOE to OSTP. Domich will draft the transmittal letter.
- Add private sector and international references to the background section as appropriate. References and Input is requested from subcommittee members.
- Propose to identify 5 or 6 key goals for the entire report. Within each section we may want to structure the write-up around several "objectives" which directly address one or more of these goals.
- References for each section will be aggregated to the end of the entire report.

- References to USGBC and the Green Building Initiative will be made as well as how these results align with the report's goals. These groups will be contacted directly and asked to agree to the referencing of their material.
- Building information models will be required to perform commissioning and on going energy performance assessments at the component and system levels.
- Writers were asked to address both residential and commercial aspects where appropriate, and also the same for new and retrofit technologies.
- Section 4 will focus on the technologies and R&D specific to each subsection. Overarching and higher level discussions will be expropriated and moved into the background/introduction and/or subsection 4.1 on integrated sustainable design and operation.

Next Steps for the Report Development Working from the revised outline structure, writing teams were identified for each section and subsection. The workgroup agreed to have revised content completed by Dec 7th for inclusion in the Dec 20th distribution materials. The current draft outline has writing teams identified. If other members wish to be included in the writing the report, please contact Paul Domich at domich@cip-consulting.com.

USGBC Research Agenda: Ken Sandler (EPA) provided a brief overview of the USGBC Research Agenda that was recently released and explained the structure and organizational logic behind the o

Closure: Paul Domich and Dru Crawley thanked the agency representatives for their participation and contributions.