

SOLAR ENERGY ACTION COMMITTEE

Agenda

Date: September 01, 2016

Start time: 9:30AM **End time:** 1:30PM

Location: Intertek Testing Services
25800 Commercentre Drive, Lake Forest, CA 92630

GoToWebinar Call in: <https://attendee.gotowebinar.com/rt/7801171707912829441>

Draft SEAC Mission Statement:

We provide information and produce recommendations to safely and efficiently expand the use of solar energy for the benefit of our communities.

Main purpose of meeting:

- To present progress reports on Energy Storage Systems (ESS) and Standard Development Process

Agenda Items	Who	What
1. <i>Welcome and Introductions</i>	<i>Hector Bordas / 10 min</i>	
2. <i>Draft meeting summary July 28, 2016</i>	<i>Paula Mellon / 3 min</i>	<i>Discuss/Agree</i>
3. <i>Transitioning of SEAC</i>	<i>Hector Bordas / 5 min</i> <i>All / 10 min</i>	<i>Information/Discussion</i>
4. <i>Progress report on:</i> <ul style="list-style-type: none">• <i>Energy Storage Systems</i><ul style="list-style-type: none">- <i>ESS Plan Checklist & Guidelines</i>- <i>ESS Inspection Checklist & Guidelines</i>- <i>ESS FAQ Information Bulletin</i>• <i>Standard Development Process Information Bulletin</i>	<i>Mostafa Kashe / 15 min</i> <i>Jim Cahill / 15 min</i> <i>John Taecker / 15 min</i> <i>All / 45 min</i> <i>John Taecker / 15 min</i> <i>All / 15 min</i>	<i>Information/Discussion</i>
5. <i>California Intervening Code Cycle</i>	<i>John Taecker / 15 min</i> <i>All / 15 min</i>	<i>Information/Discussion</i>
6. <i>Meeting Announcements</i>	<i>Paula Mellon / 5 min</i> <i>All / 5 min</i>	<i>Information/Discussion</i>
7. <i>Open forum and feedback</i>	<i>All / 20 min</i>	<i>Information/Discussion</i>
8. <i>Next steps – summary</i>	<i>Paula Mellon / 5 min</i>	<i>Information/Discussion</i>
9. <i>Closing</i>	<i>Paula Mellon / 2 min</i>	

**Please note – Hector Bordas and Paula Mellon will be available for about 15 minutes at the end of the meeting for one-on-one time with members and guests*

**Solar Energy Action Committee
Meeting Summary
Meeting September 01, 2016**

Agenda item # 1: Welcome and Introductions

- Paula Mellon welcomed everyone to the sixteenth Solar Energy Action Committee meeting.
- Paula mentioned that Hector Bordas was unavailable to make today's meeting.
- Paula thanked Sunny Rai and Intertek for hosting our monthly meeting.
- New SEAC guests introduced themselves.

Agenda item # 2: Draft meeting summary July 28, 2016

- Draft Meeting Summary of July 28, 2016 was approved.

Agenda item # 3: Transitioning of SEAC

- Paula opened the discussion providing a brief background on recent discussions around the likelihood of SEAC transitioning into a non-profit organization. Michael Kaiserman has kindly provided his expert advice and assistance in moving this forward to a 501c3 and exploring funding options due to his substantial experience in forming many non-profits.
- A core group of members are collaborating on a Case for Need document for SEAC.
- Key input from this discussion were as follows:
 - John Taecker and Mostafa Kashe made mention the importance of not having one entity control SEAC so that we maintain our core mission to the industry.
 - Paula mentioned that from the many discussions her and Hector have had with numerous parties and entities, they have received a lot of positive feedback and the one thing that has become evidently clear is the critical need SEAC plays in the industry and the void it fills. There have also been parties suggesting we broaden and expand the scope of SEAC into sustainability so that we do not limit ourselves when it comes to funding opportunities.
 - John mentioned that looking at correlating areas makes sense where we can break the group up into various committees however, it would be important to first put a proposal together as a basis for discussion.
 - Michael mentioned that the 'Friends of SEAC' concept is to provide continuing economic help to ensure this forum continues in the likelihood that its current funding source dries up.
 - The core group are working on a Case for Need document for SEAC. The Case for Need document is a document that is a newly formed non-profit's pledge of what they will do with donations. It addresses why donors should contribute financial and political support to the requesting organization and not another. The document also answers what it will cost to achieve the promised accomplishments and when there will there be measurable results. The Case for Need is not only the framework for the organization but it is the first and most influential document that can be used as a recruitment tool for established community leaders, corporate and government sources of funding and high net worth individual potential donors.
 - John mentioned that before any changes with SEAC are formalized he would hope there would be an opportunity for discussions with the members of SEAC.
 - Paula assured everyone that SEAC will continue to be transparent with the members of SEAC as it always has been.
 - Members of SEAC provided their feedback on the transitioning of SEAC. Comments regarding SEAC's scope and objectives were mentioned. It was mentioned that

SEAC's scope is wide however in regards to funding opportunities some organizations mentioned they will donate to broader initiatives.

- Jeff Spies made mention that SEAC has been effective in pursuing the primary objectives that SEAC originally wanted to pursue, and there has been great value in doing so. Jeff expressed his hope that this would not change.
- Mostafa mentioned the Interstate Renewable Energy Council (IREC) has received a federal grant from the DOE SunShot Initiative. IREC and its industry partners will develop solar training resources designed to target 100,000 professionals in the building code, inspection and firefighting sectors. IAEI is major partners with IREC on Solar Training and Mostafa mentioned he spoke with David Clements, CEO of IAEI, and Steve Jones, International President of IAEI, who both agreed to use SEAC's work as part of the two-year project for solar training.
- A question was asked regarding the timeline to get SEAC funded. Paula indicated that if SEAC decides in moving forward with registering as a non-profit, this would most likely happen within the next 2-3 months.
- It was agreed that a meeting with core group members be held to brainstorm how to best develop a plan going forward.

Agenda item # 4: Progress report on: Energy Storage Systems (ESS) - ESS Plan Checklist & Guidelines, ESS Inspection Checklist & Guidelines, ESS FAQ Information Bulletin and The Standard Development Process Information Bulletin

- Paula presented the ESS Plan Checklist & Guidelines through the SEAC Google Drive and Alan Fields moderated the discussion.
 - Mostafa Kashe announced that County of Los Angeles is now enforcing the 2017 NEC, Article 706, covering energy-storage systems (ESS).
 - Alan provided an overview of the submittal checklist for electrical plancheck of ESS for one-and two-family dwellings. The intent is to have this document as a sample checklist for jurisdictions to use for minimum submittal requirements for electrical plan review and only for pre-standard residential systems. The checklist is not intended for hybrid systems (as defined in the CA Electrical Code), three-phase electric services, or electric services with a rating greater than 400A.
 - Alan reviewed each section of the ESS Plan Checklist and Guidelines: General Information Site Plan and Floor Plan, Line Diagram, Calculations and Equipment Information.
 - Audience questions and comments were discussed and captured at the meeting.
 - Mostafa announced it was agreed during a conference call to create a checklist for codes that will be adopted on January 1, 2017, Article 480, Article 690 and Article 706. This checklist will not be intended for California only but for the Nation. It was also agreed to incorporate fire and building codes.
 - It was agreed to add Draft Outline to the title of the document and the draft could be finalized by next month's meeting.
 - It was agreed that the document be shared with the rest of the groups and interested participants for feedback and comment.
 - Paula will share the document on Google docs for everyone's feedback.
- Paula presented the ESS Inspection Checklist & Guidelines through the SEAC Google Drive and Jim Cahill moderated the discussion. Charles Picard is the custodian of this document.
 - Jim reviewed the intent for the checklist as inspection checklist items only which are associated with ESS and they are not intended as stand-alone components. Jim suggested the header for the ESS Plan Checklist & Guidelines be added to the beginning of this document as well. Jim reviewed each checklist item and noted the checklist references the specific codes related to that item.

- It was suggested that the document include a checklist for installers so they understand what inspectors will be looking at before they arrive.
 - Audience questions and comments were discussed and captured at the meeting.
 - It was agreed for the verbiage to indicate it is a checklist of major inspection components guidelines for the inspection of the most common elements of an ESS.
 - It was agreed that when the document is 85% ready it will be shared with the ESS group for feedback and comments.
- Paula presented the ESS FAQ Information Bulletin through the SEAC Google Drive and John Taecker moderated the discussion.
 - John reviewed the draft FAQ's and indicated this bulletin would follow the same format as the UL 2703 Information Bulletin. John made mention last week at the (IAEI) Southwestern Section meeting Pam Cole of Pacific Northwest National Laboratory presented on Energy Storage Safety and Information for the Fire Service. John provided a handout of her presentation and made mention he would include some of her information into this document.
 - Audience questions and comments were discussed and captured at the meeting.
 - It was agreed that the document will address what are the different types of batteries and systems and include links to sufficient explanations and descriptions of systems.
 - It was agreed that when the document is 85% ready it will be shared with the ESS group for feedback and comments.
 - John presented an update on the Standard Development Process Information Bulletin.
 - John stated he has not updated the bulletin as he is currently focusing more on ESS. It was agreed John will provide an update at the October 27th meeting.

Agenda item # 5: California Intervening Code Cycle

- John Taecker presented on the 2016 Intervening Code Adoption Cycle.
 - John reviewed the California Building Standards Code, Title 24, California Code of Regulations and the development and proposed changes to Title 24. John made mention of the multiple CBSC Code Advisory Committees for Plumbing, Electrical, Mechanical, Energy, Building and Fire.
 - John reviewed the 2016 Intervening Code Adoption Cycle and stated we are presently in the beginning of the cycle.
 - John made mention of the use of NFPA Temporary Interim Amendment (TIA) in California and TIAs are not included in the 2016 CEC.
 - John made some recommendations for possible actions for SEAC to take on to address the different phrases of the TIA.
 - It was agreed to have a discussion regarding the TIA on the agenda at the next SEAC meeting on September 29th.

Agenda item # 6: Meeting Announcements

- Paula Mellon reminded everyone that the next SEAC meeting will be on September 29, 2016 at the County of Los Angeles.

Agenda Item # 7: Open forum and feedback

- Due to time constraints there was no open forum and feedback.

Agenda Item # 8: Next Steps and Action Items

Action Items

1. Paula Mellon/Michael Kaiserman/Sunny Rai/Steve Jones: To continue working on finalizing the draft of the Case for Need document. To coordinate a brainstorming meeting to be held with a core group of committee members to plan the transitioning of SEAC.
2. Paula Mellon: The ESS Plan Checklist & Guidelines from today's meeting will be shared with the ESS group for comment and feedback through Google Docs.
3. Mostafa Kashe/Alan Fields: To continue working on finalizing the ESS Plan Checklist & Guidelines.
4. Jim Cahill: To continue working on finalizing the ESS Inspection Checklist & Guidelines. It was agreed that when the document is 85% ready it will be shared with the ESS group for feedback and comments.
5. John Taecker: To continue working on finalizing the ESS FAQ Information Bulletin. It was agreed that when the document is 85% ready it will be shared with the ESS group for feedback and comments.
6. John Taecker: To continue working on finalizing the Standard Development Process Information Bulletin. John will provide an update at the SEAC October 27th meeting.
7. John Taecker: To lead TIA discussion for next SEAC monthly meeting on September 29th.
8. Michelle Nunez: re send SEAC Feedback Survey out to everyone.
9. Michelle Nunez: send out draft meeting summary of the September 01, 2016 meeting within the next week.
10. Michelle Nunez: send out draft agenda by September 15, 2016
11. Michelle Nunez: send out meeting invitation, final agenda and board packs by September 22, 2016.

Agenda Item # 9: Closing

- Meeting was adjourned