**Energy Conservation and Building Standards – 8th Meeting Minutes**

*In attendance: Marian Huhman (through Skype call), Karl Helmink, Yun Kyi Ki, Paul Foote, Swarnali Sanyal, Dave Boehm, Carol Lin (clerk), Morgan White*

1. December 14 minutes approved.
2. Freezer Challenge
	1. Paul says the freezer challenge packet has been reviewed and accepted.
	2. An email inviting participants will come from the SWATeam and Ximing.
	3. Morgan suggests including a link to the iCap portal in the email and Paul agrees. Paul will add a new project page on the freezer challenge and include the history, results from last year, and a list of the participants.
	4. We plan to give previous participants certificates in order to give them recognition.
3. Eco-Olympics for 2018. Keeping housing involved?
	1. University Housing has told Paul they would like to respectfully withdraw their support for Eco-Olympics this year. If the SWATeam wishes to show media posts (e.g. buses, TV screens, computer lab monitors, etc.), then we have to pay for it ourselves. Paul says it’s about $75 per 3 or 4 posts, which is affordable, but he is not sure how effective it was. There is no feedback on it.
	2. A meeting with the current student group is happening later this week. Paul will see if they will advocate in front of Alma, who is the director of housing. Madhu Khanna also has an interest in the system we have in place to measure behavioral change and energy reduction. She is going to meet with Myers. Morgan says SWATeam should put together a recommendation on why Eco-Olympics is important and get it to Ximing to discuss at the iCap working group and see what they think on housing’s actions.
	3. Swarnali also suggests looking into the prices of CUMTD bus stop ads. They might be more cost-effective than posters.
4. Infrastructure upgrades in residential facilities:  Karl's discussion with Lowa Mwilambwe, Associate Vice Chancellor for Student Affairs
	1. Karl sent Lowa an email and has a meeting with him and Kent next Friday on McKinley. They are investing on controls upgrade and work orders. Karl is thinking of inviting John Humlicek to consider some Housing facilities.
	2. Morgan suggests not mentioning Eco-Olympics since it’ll be taken to the iCAP working group anyway. Karl is thinking of giving Lowa a heads-up about the Housing RCx idea, and then Lowa can decide to bring John or not.
	3. Report on this will be ready by next meeting.
5. Finding a mechanism for departments to be invested in energy conservation and share in the cost reductions.
	1. Morgan explained the background: Evan DeLucia talked to the Sustainability Council, which includes the Chancellor and Interim Provost. He broached the idea that campus should figure out how faculty can invest in energy conservation on campus and get payback. For example, if retro-commissioning saves 28%, can they get a share of that? Evan thinks this is a great idea because there’s a need and there are some buckets of money lying around that could satisfy those needs. The total dollar amount is unknown but there are savings they can share in. At the March Sustainability Council meeting, Provost and several others said this is an interesting idea. Morgan wants to know if we should pursue this and invest time in discussing it. F&S at this point is not convinced this is an appropriate program to pursue because it’s complicated – the math would be hard, staff administrative time is difficult to coordinate, etc.
	2. Yun says there is a student fund, and it’s for improving student sustainability. Money is utilized for F&S. This should also be used to improve operations not directly related to students. Yun gives an example and says if there is a building we want to investigate, but it’s not directly related to students, it would be rejected. This fund can be used as seed money for research for new ideas.
	3. Morgan says the living lab is using campus as a test bed. There are seed grants available from iSEE, up to $30,000 for research. By requesting and receiving it though, you are saying you will use it to apply for other grants.
	4. Yun says the approach right now is to organize more people for this seed fund but it’s difficult. Can this money be combined with F&S and research and campus sustainability efforts?
	5. Evan was just talking about projects with payback though, a payback to the people who invested in the pool.
	6. The campus leadership is thinking of charging departments for their energy. The budget is called “Integrated Value-Centric Budgeting.” There is a 35 page report on the Provost website that talks about the budget model. This is still moving forward. It would charge departments per space, giving them info about their facilities’ cost, especially to keep the infrastructure healthy and useful. Charging for energy would come later. It would motivate conservation at the beginning when the departments receive their bill. In the future, and when Deans/ department heads change though, it might not be as much of an incentive. This brings the SWATeam to the question how energy incentive programs will work.
	7. Marian asked Karl to find out what peer institutions are doing on this issue. Then put this on the agenda for the next meeting. It is known that Penn State put a billion dollars for deferred maintenance, but there are no further details.
6. Building more awareness for energy conservation. User behavior in residential facilities to conserve energy. Overuse of clothes dryers, for example. Ideas discussion.
	1. Marian’s idea is to get the imagery folks to address this issue. Marian wants them to design posters and placards that discuss how much energy dryers use and then place what they design in laundry rooms.
		1. Swarnali says Orchard Downs sends out a newsletter to the tenants, so she suggests including an ad in there to ask the public to not misuse the washing machines. There are language barriers with some students though. Swarnali wants to think of ways to overcome this. She will also talk to the staff in Orchard Down’s office about putting up posters in the laundry room.
		2. Morgan reminds the team it’s important to know your target audience and cater your message to them.
		3. Paul says washer/dryer use is on Eco-Olympics’ list too. For the program, they put up signs that say, “Use cold water,” and etc.
	2. Linking ILO program efforts to building occupants.
		1. Morgan doesn’t have someone interested in doing it. Vince and Claire are coordinating ILO, but they aren’t telling building occupants about it. Morgan is going to talk to Micah about how to tell building occupants about ILO. Let the building managers know, not the departments.
		2. Morgan says when ECIP awards a building, they give them materials for their digital stuff, emails, and just tell them to distribute it. She recommends giving similar materials to the ILO buildings’ communicators.
		3. Could we try this in a few buildings? Karl suggests the English building, Lincoln Hall, Altgeld, or Gregory Hall.
		4. Campus Communications Officer consists of 30-50 people. Council included CRC and they have monthly meetings. It’s a way to share communication information.
	3. Increasing information about ILO generally. Story by Anna Barnes
		1. Anna said she contacted the News Bureau. News Bureau said people wouldn’t really be interested, since it is not research-focused. It’s specific to a small group of people, so they’re not tempted to post it. They recommended we contact Julie Wurth at News Gazette and have students run the news. Anna says she will write the background portion article if they want to go forward with this.
		2. Morgan says getting it to the people in the buildings is more important.
7. Following up on Green Labs Coordinator position. Plan is for GLC to be a 3 year pilot, funded through SSC (will be requested) and carbon sales.
	1. Morgan will draft a couple versions of this. Micah and Ximing have made some edits. Morgan is going review this and check it with Paul. She did tell Helen that the plan for now is to have an SSC application go in with green labs coordinator to report to Morgan.
8. For discussion: In iCAP, it mentions to engage 50% of the campus community. How do we want to count engagement-by offices, people e.g. number of events?
	1. Marian says we need a subcommittee to figure this out. The number is less important than the deeper goal, says Morgan.
	2. Do other SWATeams have this 50% goal? Morgan says green office program has a 50% outreach goal. Other groups, like transportation, is “shift single occupancy from 55% of staff to 45%.” It still involves behavioral change but it’s measured through a survey. Water is not really targeted. They go through certain buildings and audit water fixtures, but there is no number. They remain general like “publicize water consumption”. There are real-time water meters for how much water campus uses as a whole now. Recycling talks about how to use and rearrange bins, as well as their message campaign about face to face with secretarial and business groups. Morgan is going to meet with Micah and Olivia about this. Morgan feels we don’t say enough about campus sustainability around campus.
9. Planning February meeting.  Presentation by Mike Marquissee on ESCO funding
10. Planning: Demonstration by Keewi-Inc. <http://www.keewi-inc.com/> , a company that measures energy consumption.