



International Energy Conservation Code Envelope/Embodied Carbon Subcommittee

Meeting Agenda

December 1st, 2021
11:00 AM EST to 1:00 PM EST (2 hours)

[Webex Link](#)

Subcommittee Chair: Emma Gonzalez-Laders

Subcommittee Vice Chair: Ben Rabe

1. Call to order.
2. Meeting Conduct. Staff
 - 2.1.1. Identification of Representation/Conflict of Interest
 - 2.1.2. ICC [Council Policy 7](#) Committees: Section 5.1.10 Representation of Interests
 - 2.1.3. ICC [Code of Ethics](#): ICC advocates commitment to a standard of professional behavior that exemplifies the highest ideals and principles of ethical conduct which include integrity, honesty, and fairness. As part of this commitment it is expected that participants shall act with courtesy, competence and respect for others.
3. Roll Call – Staff/Chair
4. Introductions
5. Select Secretary
6. Approval of Minutes
7. Administrative issues.
8. Action Items.
 - 8.1. Initial actions
 - 8.1.1. High level review of monograph
 - 8.1.2. Sort/group proposals (hopefully) with Staff's assistance
 - 8.1.3. Initial assessment of where tech support for cost effectiveness analysis may be needed
 - 8.1.4. Discussion on whether to split Subcommittee and how
 - 8.1.4.1. envelope | embodied carbon?
 - 8.1.5. Assignment of proposals for subcommittee member *primarily* responsible for unbiased review/assessment/presentation of summary to subcommittee (of course, everyone else will be prepared to discuss)
 - 8.1.5.1. Subcommittee agrees to assignments
 - 8.1.5.2. Schedule proposals to be deliberated at bi-monthly meetings

8.1.5.3. [Chair] Publish agenda and notify proponents (ongoing)

8.2. Code change proposal deliberation Standard Operating Procedure

8.2.1. set time at 2-minutes and only new information

8.2.2. proponent presents (2 min)

8.2.3. Deliberation starts, preferably with assigned subcommittee member

8.2.3.1. subcommittee asks questions (6 min)

8.2.3.2. testimony in support (6 min)

8.2.3.3. testimony in opposition (6 min)

8.2.4. Either:

8.2.4.1. subcommittee makes motion

8.2.4.2. discussion (to include the member who was assigned review) – set target time at 10-minutes total?

8.2.4.3. vote [simple majority? 2/3?]

(approx. 20 minutes per proposal = approx. 4-5 proposals per meeting)

8.2.5. Or:

8.2.5.1. postpone for further discussion when a decision cannot be made or additional information is needed – in the interest of maintaining the order of the agenda and advancing the other proposals scheduled

9. Other business.

11. Upcoming meetings. Dec. 15th, 2021 – 11:00 am EST – 1:00 pm EST

12. Adjourn.

FOR FURTHER INFORMATION BE SURE TO VISIT THE ICC WEBSITE:

[ICC Energy webpage](#)

[Code Change Monograph](#)