**Meeting Minutes**

**Buildings Working Group-CEST**

**Wednesday, January 20th, 3:00**

**Attendees:**

Carole Acquesta- Director of Capital Projects and Chair of Buildings Working Group  
John Royal- Engineering, Dean’s Office  
Erin Champion- Admin., Environmental Science  
Bill Winner- Professor and Coordinator of Environmental Programs, Co-chair CEST  
Jack Colby- Asst. Vice Chancellor for Facilities Operations, Co-chair CEST  
Kevin Cummings- Facility Condition Assessment  
Allen Boyette- Director of Building Maintenance and Operations  
Bill Davis- Energy Program Coordinator, Energy Management  
Barry Oslon- Associate Director for Housing Facilities  
Ed Rogers- Associate Director for Engineering- Comtech  
Lisa Maune- Assistant Director for Design and Construction Services  
Raji Hewauita- student  
Tom Moore- Repair and Renovation  
  
Lindsay Batchelor- Program Coordinator, University Sustainability Office  
Tracy Dixon- Director of University Sustainability Office  
Jeff Hightower- Director of Utilities Infrastructure  
John Carter- Project Manager, Affiliated Engineers, Inc.  
Rob McKenna- Energy Strategies

**Agenda**

* Welcome and Introductions- Carole Acquesta
* Where We Are/Where We Are Going- Lindsay Batchelor
* GHG Inventory and CAP Overview- Lindsay Batchelor
* Approach and Goals of the CAP Project- John Carter, AEI
* GHG Estimates for Focus Area- John Carter, AEI
* List Development- All
* Next Steps- Lindsay

**5-Year Strategies**

* Apply sustainable practices to all new buildings and renovations, including private buildings
  + Undertake holistic building renovations that include conservation of all natural resources in retrofits
  + Adopt a sustainability vision statement or include it as part of the scope statement for all projects
  + Uphold NC State’s commitment to build LEED silver minimum buildings for all projects over 20,000 gross square feet (strive for higher certification levels)
* Account for climate neutrality goals in capital improvement projects
  + Minimize building footprints
  + Design and construct flexible space that can be repurposed easily
* Maximize space utilization
  + Optimize building usage and operation schedules
* Make campus sustainable efforts more visible
  + Market campus sustainable efforts
  + Provide outreach to researchers on campus to engage in development of new sustainable measures

**Discussion/ Ideas**

New (Future) Buildings

* Modify space utilization standards – cultural/behavioral issues will be key
  + Considerations include – faculty, administration, college territorial issues, research
* LEED Silver goal versus SB 668 requirements

Existing Buildings

* Holistic building renovations
  + - Small projects go under the radar (every project should be evaluated for GHG/lifecycle costs)
* Utilities metering
  + Most buildings are metered for electricity and (domestic) water
  + Building-level steam meters have been included in buildings built in the past 10 years
  + CHW?
* Upgrade/retrofit projects should be evaluated for energy and carbon reduction potential
  + Develop incentive programs for facilities department and building users
* Consider passive upgrades (e.g., insulation, motion sensors)
* Establish temperature policy (already part of the draft energy policy)
* Develop metrics for energy conservation measures (ECMs)
  + Campus-wide implementation potential
  + Cost per SF
  + Energy and carbon reduction potential