

WINDOW6 / THERM6 Approval Task Group

Webex / Conference Call Notes

Monday, January 8, 2007

4:00 – 5:00 p.m. EST

Chair: Joe Hayden, Pella Corporation

- 1) The meeting was called to order and anti-reminder was stated
 - a) Roll call: *Ross DePaolo, Willie duPont, Shelia Gore, Scott Hanlon, Joe Hayden, Christian Kohler, Robin Mitchell, and Dan Wacek.*
- 2) Scott Hanlon appointed recording secretary. (*NFRC staff*)
- 3) Notes from November 20, 2006 conference call were approved.
- 4) The agenda was reviewed and approved.
- 5) The TG reviewed the status of Task List items – the following tasks were modified, deleted, or added:
(Note: completed items will be shaded gray)
 - a) 2-A: LBNL to provide costs to NFRC Staff by 1/12/07.
 - b) 3-B: Shelia received new software and will attempt to complete simulations by 1/31/07
 - c) 3-F (New task): – Willie duPont to complete an RFP Summary Page by 1/17/07 for TG review. The summary page will be submitted to the NFRC by ballot deadline of 1/24/07 (Scott verified the date; it is not the 26th as discussed during the call).
 - d) 5-A: Now due 2/15/07
 - e) 5-E: Now due 3/15/07
 - f) 5-F: Now due 4/1/07 – added NFRC Staff as owner
 - g) 6-A: Now due 2/15/07
 - h) 6-B: Now due 6/1/07
 - i) 6-C: Now due 3/15/07
 - j) 6-E: Now due 12/1/07
 - k) 7-A: Now due February of 2008 – most likely will be a webinar based training
 - l) 7-D: Now due February of 2008
 - m) 8-A: Now due January of 2008
 - n) 8-B: Now due January of 2008
 - o) 9-A: Now due January of 2008

- p) 10-A: Modified task as “Coordinate with database committee potential necessary database changes” to better fit requirement. Date is now on-going. Staff will keep TG informed about DB committee progress.
 - q) 10-B: Now due 2/28/07
 - r) 10-C: Due date is now TBD
 - s) 10-D (New task): Original 10-D is now 10-E. Joe Hayden to coordinate with Ratings Committee about the implementation date for dynamic glazing rating requirements. May need to be moved to a later date).
 - t) 10-E: Originally 10-D. Now due in March 2008 (Spring Meeting)
- 6) The next conference call was scheduled as a web conference meeting on the Monday, February 5, 2007 @ 4:00PM EST.
- 7) Meeting adjourned at 5:03 PM EST.