



Draft Minutes
BiQ Advisory Board Meeting
Conference Call
Tuesday, September 14, 2010
1:00 PM – 2:00 PM EST

Attendees:

J. Christopher Larry, TENG Solutions. (Chair of the BiQ Advisory Board)
David Katz, Sustainable Resources Management Inc. (BiQ Consortium)
Roy Kolasa, Honeywell International Inc.
Tom Lohner (Teng)
Jiri Skopek, JLL (BiQ Consortium)
Fred Dougherty (Liberty Property Trust)
Ken Gallinger – CABA Marketing Director
Mark Cosyn
Kirk McElwain
Bob Lane

1. Welcome and Introductions
 - a. Chris Larry welcomed everyone on the call and asked for a role call and their background so everyone can understand their background is (see above).
 - b. The purpose of the BiQ Advisory Board (to provide technical oversight of the BiQ and to help promote its use so that it may become the tool in evaluating smart or intelligent buildings).
2. Review of Conference Call Notes
 - a. Chris Larry reviewed the agenda to update everyone on the purpose and notes from the previous conference call notes.
3. BiQ Review and Update
 - a. David Katz and Jiri updated the board on the status of the green globes agreement. Jones Lange LaSalle (JLL) has purchased the Green Globes, which is the format in which the BiQ was created. An agreement between CABA and JLL is expected to be negotiated. The parties need to sign the agreement before further revisions can be made to the BIQ.

- b. The BiQ has 2 license holders, 242 users, ~82 buildings in the database and growing. We have one corporate annual unlimited use license (Honeywell) that is up for renewal and a few individual BiQs sold to date. Many of the license holders are inputting buildings they are affiliated with.
 - c. We have offered a Free Demo of the BiQ to CABA members and interested organizations. This has increased the use of the tool and increased the buildings in the database. BIQ holds the intellectual property and data and is kept confidential.
4. Version 2.0 of the BIQ
- a. The group determined that the 2nd version of the BIQ should be developed and introduced to update the content questions to reflect the new technologies and the new applications in buildings that relate to the Smart Grid.
 - b. This cannot begin until the transfer agreement for the original version to JLL and payment requirements to IBI and SES are signed and finalized.
 - c. Tom Lohner has agreed to provide a draft outline for the BIQ Version 2.0 for review by the group. (See attached outline)
 - d. The BiQ asked CABA to put an announcement in the newsletter and website which announces the formation of version 2.0 and asking for input from members, other organizations and interested parties.
 - e. We will conduct a web meeting soon to review the outline and formalize the document for implementation.
5. Partnerships
- a. CABA has been working with the Green Building Technology Association to develop new technology credits for the LEED program using the BIQ as a model or a tool for the rating system. This initiative and partnering with USGBC has not progressed. The USGBC does not accept the suggestions made by the GBTA regarding using the BiQ as part of the innovative credit section so other avenues of collaboration are being pursued.
 - b. David Katz will contact IFMA, Tom Lohner will contact Chris Pike of the GSA and Jiri will contact BOMA to develop a partnership where the BIQ can be revised for use by their organizations.
6. Presentations
- a. The Board and its members have continued to make presentations to the organizations and at conferences.

- b. David has put a power point presentation on the website so people can spread the word.
7. New Business:
 - a. The committee would like to award winners and announce the winners by the winter meeting. The parties need to sign the Green Globes agreement before awards can be announced.

Action items:

 - Parties to sign agreement on Green Globes software.
 - David, Jiri & Tom to contact partners for version 2.0 update.
 - Award subcommittee to announce awards for Winter Meeting.
 - The committee would like CABA to consider forming a BIQ technical committee which would manage updates (bylaws & consensus)
 - Chris to schedule web-meeting to review version 2.0 outline.
8. Next Meeting – TBA (Winter 2011) during CABA meeting at AHR EXPO (Las Vegas) Jan 29-Feb 2.