

California Building Standards Commission and the
Division of the State Architect
CALGreen Carbon Reduction Collaborative Charter
Approved XX, 2022

Purpose

The California Building Standards Commission (BSC) and Division of the State Architect (DSA) have statutory responsibility and authority for proposing amendments to the California Green Building Standards Code (CALGreen), Part 11, Title 24 California Code of Regulations addressing building standards for sustainability. BSC and DSA have established the CALGreen Carbon Reduction Collaborative (CCRC), a representative stakeholder group, to work with BSC and DSA to provide input and feedback for future rulemaking related to carbon reduction regulations in CALGreen in support of California's Climate Action plan.

BSC/DSA Role and Authority

It is important for CCRC members to understand what authority BSC/DSA has and does not have related to the CALGreen regulations based on California statutes. This creates appropriate expectations about what BSC/DSA and the CCRC can accomplish through this initiative:

- BSC/DSA have the authority to write CALGreen regulations for the built environment for non-residential construction including California public schools and community colleges.
- BSC/DSA are regulatory agencies and are not an advocacy group. As such, BSC/DSA are required to follow statutorily mandated procedures and propose regulations within their scope of authority and consistent with state law.
- BSC/DSA seek to co-adopt regulations. Insofar as each entity has distinct regulatory responsibilities and authority, not all regulations may be co-adopted. Each entity may develop specific regulations based on executive action, legislative mandate, or a demonstrated need identified by BSC/DSA or proposed by others.
- BSC/DSA consults and may receive input from state agencies with subject matter expertise in green building standards.
- BSC/DSA are required by Building Standards Law and the Administrative Procedure Act to evaluate the estimated private sector cost impacts, and estimated benefits of the proposed building standards on, including but not limited to, business, jobs, housing and private persons. In addition to identifying the fiscal effect on, local government including school districts.
- BSC is not an enforcement entity. DSA is a rulemaking entity and enforcement entity for public schools and community colleges. Enforcement of nonresidential buildings and facilities, (commercial) is delegated to the local enforcement agency.

- BSC/DSA assists many stakeholders and local authorities with technical assistance and training.

CCRC Role

The CCRC has been established to work cooperatively with BSC/DSA to support their rulemaking processes. The CCRC is a consultative body, without formal decision-making authority. As a member of this group, you agree to work collaboratively with BSC/DSA and other CCRC members to help meet the goals of the CCRC, whose purpose is to:

- 1) Offer input and feedback regarding proposed amendments to the CALGreen.
- 2) Help create transparency related to the discussion of proposed amendments and recommendations made by the CCRC for the rulemaking record.
- 3) Offer code change proposals for consideration by BSC/DSA that address the diverse issues of people who own and operate facilities and the clarity sought by code users (people who design, build, and enforce the built environment).
- 4) Assist BSC/DSA with cost/benefit analysis that support proposed code changes.
- 5) Identify opportunities to strengthen public awareness, engagement, and training to support regulatory development and CALGreen compliance.

It is the intent of BSC/DSA that CCRC members, to the best of their ability, represent the interests of their broader stakeholder group, not solely their own interests or those of any specific organization. The CCRC is encouraged to work with their representative group to identify necessary code changes and provide cost/benefit analysis information to support code changes.

Organizational Structure

The CCRC is comprised of individuals who represent a cross section of stakeholder groups whose purpose it is to ensure BSC/DSA consider a wide range of views and perspectives to develop CALGreen regulations relating to carbon neutrality. The following indicates desired stakeholder groups represented on the CCRC, including but not limited to:

• State Agencies

- California Air Resources Board (CARB)
- California Energy Commission (CEC)
- California Department of Housing and Community Development (HCD)
- California Department of Resources Recycling and Recovery (CalRecycle)
- California Department of Public Health (CDPH)
- Health Care Access and Information (HCAI) formerly OSHPD
- Office of the State Fire Marshal (SFM)
- Natural Resources Agency (NRA)

• Non-government organizations

- American Concrete Institute (ACI)

- American Institute of Architects (AIA)
- American Institute of Steel Construction (AISC)
- Building Owners and Managers Association International (BOMA)
- California Building Officials (CALBO)
- California Building Industry Association (CBIA)
- California Nevada Cement Association (CNCA)
- California State Pipe Trades
- Cold-Formed Steel Engineers Institute (CFSEI)
- Construction Management Association of America (CMAA)
- Concrete Masonry Association of California and Nevada (CMACN)
- Concrete Reinforcing Steel Institute (CRSI)
- International Code Council (ICC)
- Labor
- New Buildings Institute (NBI)
- Portland Cement Association (PCA)
- Rocky Mountain Institute (RMI)
- Steel Deck Institute (SDI)
- Steel Tube Institute (STI)
- Structural Engineers Association of California (SEAOC)
- Collaborative for High Performance Schools (CHPS)

Length of Service

All participation will be on a volunteer basis. The CCRC collaborative will convene over the next two code cycles to assist BSC/DSA with establishing an informed path to carbon neutrality. This group will meet during the 2022 Intervening Code Adoption Cycle between March and June 2022. DSA and BSC will continue to utilize this group after June to review and comment on propose building standards.

Meetings

- Meeting notices and meeting materials will be made available at least 10-days prior to the meeting date. Frequency of meetings will be determined after the first workshop.
- BSC/DSA will email notices out to stakeholders and post material on their respective websites.
- CCRC members will have access to a DSAbbox to upload and access documents and resources.
- Issues that are determined to not be materially relevant to code development meetings will be addressed either at pre-development workshops or in a written format and uploaded to the DSAbbox. Research and other support documents or reports and data will be stored in the DSAbbox.

- All meetings will be virtual, broadcasted live on YouTube. The recorded meeting can be viewed on the [CBSC YouTube channel](#).
- Full participation by all members is critical. If a member will not be available for a meeting the organization may assign a proxy. It is encouraged for the proxy to view the previous meetings on the YouTube channel and be apprised of current and ongoing topics of discussion.

Ground Rules

The purpose of ground rules is to ensure an opportunity for all CCRC members to have an opportunity to engage effectively in the process. They are intended to reinforce the collaborative nature of the process. The following ground rules, once adopted by the CCRC, will be the responsibility of the facilitator to administer:

- Listen intently and understand accurately the views of others.
- Be respectful of each other and the right of each member to openly express their point of view, even if different from or in opposition to your own.
- Seek to understand the interests of others.
- Test assumptions rather than assume you have a full understanding of another's perspective.
- Allow room for each person to have an opportunity to contribute to discussions.
- Ask for a brief break rather than engage in "sidebar" conversations if you need to speak to another member of the CCRC during discussions.
- Silence or turn off your cell phones, and refrain from texting or other communications during meetings.
- Ask questions and be respectful of the different levels of knowledge of members.
- Acknowledge the need for disability sensitivity.
- An email communication policy will be jointly agreed upon by members of the collaborative.

Decision Making

The CCRC will operate using a collaborative approach to decision making and will strive to reach unanimous support on recommendations. However, if unanimous support is not achieved on a specific issue the meeting transcript will reflect the full range of perspectives held by the majority as well as the minority.

During each Title 24 Code Adoption Cycle there are several opportunities for public comment on proposed code amendments. These opportunities include Pre-cycle Activities of the BSC/DSA, the BSC Code Advisory Committee (CAC) meeting; the 45-Day Public Comment Period; and the BSC Meeting scheduled for review and approval of proposed code amendments.

Once the proposed regulations advance to pre-cycle activities, a stakeholder who participated on the CCRC may comment in support or opposition to any proposed code amendment during the several opportunities for public comment. If a comment is made, the CCRC member agrees to indicate as part of the comment that they speak as an individual or as a representative of a specific constituency group, but not as a representative of the CCRC. So that BSC/DSA may address all public comments with the appropriate level of diligence and research, BSC/DSA encourages all comments be submitted no later than the 45-Day Public Comment Period.

Communications

An email list containing the contact information of all CCRC members will be established to ensure all members receive information in a timely manner. The email list is to be used, only for CCRC workgroup communications. It will not be shared with anyone outside the CCRC and BSC/DSA.

If a CCRC member wishes to share information with the remainder of the CCRC, they should send that information to Eric Driever, DSA HQ Principal Architect, or upload to DSAbbox upon acknowledging that it pertains to CCRC issues and discussions.

CCRC members must not share the DSAbbox link to others but may download documents and share them with others.

CCRC members are discouraged from initiating contact with the media regarding issues discussed at CCRC meetings. If contacted by any media organization related to the work of the CCRC, CCRC members must contact BSC/DSA prior to responding to the media. CCRC members shall refrain from characterizing the views of other CCRC members. CCRC members must report to BSC/DSA all contact with any media organization.