1. Call to Order by M. Webb at 2:03pm EDT
   b. Appoint recording secretary (S. Hanlon)
2. Agenda approved as presented
3. Reports
   a. Spandrels – D. Anderson is now the chair of the TG and reported that the ballots were not approved at the fall meeting and a WG is going to work on the language for the next ballot. This TG may look at adding the trendline methodology to the TG scope.
   b. Condensation Index – D. Anderson reported that staff is continuing work with a contractor (Veridis) to support work on obtaining information from THERM and anticipate having more information at next call.
   c. Simulation Manual WG – S. Coble reported that the RCBC simulation manual has been available for TG review and that the WG is continuing on working the simulation manual. MOTION: J. Hayden / D. Anderson move the RCBC Simulation Manual to TIPC for review and approval following a two-week review by TG members providing there are no substantial edits and accepted by WG. Passes 9-3-3
   d. Whitepaper – MOTION: J. Hayden / J. McFee move the draft of the RCBC Whitepaper to a final paper for publication. Passes by UVV.
   e. Product Code WG – (J. Gordon and S. Wendt – co-chairs) staff and J. Gordon will discuss scope and the plan to start the work.
   f. ANSI / NFRC 100; Appendix A – the balloted language was approved and will be added to document. Disbanded the WG.
   g. Site / Project Specific WG update – staff provided a summary of what was presented at the fall meeting.
   h. Validation tool WG – no update
4. RCBC Task List
   a. Spandrels – updated date
   b. CI Whitepaper – Completed addition to RCBC Whitepaper
   c. RCBC Whitepaper – Completed
   d. Prepare documents for ANSI Balloting – Completed
NOTES

e. NFRC Template Benchmark – update date; staff will distribute Excel file for TG to review and provide feedback

f. Pilot program – update date

g. Full implementation – update date

5. Implementation plan – Staff will provide a link to the document for the TG to please review and provide feedback.

6. Next scheduled conference call – November 7th @ 2:00pm EDT

7. Adjourned 2:47pm EDT