

NHA C&S Committee Meeting

Minutes, Agenda and Attachments

January 20, 2006
1030-11:00AM EDT

Participants:

Bain Addison	Expert
Bill Hoagland	W. Hoagland and Associates
Darren Meyers	International Code Council
Larry Moulthrop	DESC/Proton Energy Systems
Chris Sloane	General Motors

NHA Staff

Karen Hall
Rex Hazelton
Patrick Serfass

As Chairwoman Susan Townsend was unavailable to attend this meeting, NHA Codes and Standard liaison Karen Hall called the meeting to order at 10:36AM.

The agenda is included as Attachment A to the minutes.

INFORMATION ITEMS

Brief Update on Funding (10:37)

Mrs. Hall opened up the discussion by reporting that the **DOE contract** that was initially started in 2001 is continuing, although it was initially supposed to end in 2005. She continued explaining that \$100,000 of the total \$230,000 had been funded, so **NHA C&S** ? was operating on positive side financially. However it was not clear when the remaining funds would be provided; but even with the new earmarks, it should be funded this year.

On the other hand, NREL funding was not doing so well; they are waiting for their RFP in order to continue their safety report activities. Mrs. Hall explained that NREL could not afford to be as elaborate as they had been until a new contract was provided. This means that they will not be able to conduct proceedings, monthly telecom meetings, write minutes, etc. However, they will be able to send excerpts of updates for topics Codes and Standards is working on. The January report provides the updates for things already being worked on.

Codes and Standards Events at the NHA Annual Conference (10:46)

Mr. Serfass explained that he had put together a list of events that are happening specifically for Codes and Standards at the NHA Annual Conference 2006. While the conference itself runs from Sunday March 12th until Thursday March 16th, Codes and Standards activities will last through Friday the 17th with the IEA Task 19: Hydrogen Safety Meeting. Mr. Serfass continued by stating that the Codes and Standards coordinating meeting on March 15th will be open to all Codes and Standards Committee members, and others as well; while the DOE C&S Tech Team Risk Assessment Working Group 1 Meeting is invitation only.

Mr. Serfass then explained the potential for a tour of the new wing of the DaimlerChrysler facility near Long Beach which was developed to be code complaint for hydrogen vehicle production. Mr. Serfass asked the committee as to interest in trying to set up a tour for the Codes and Standards committee. Positive interest was given by Mr. Moulthrop, Mrs. Hall, and Mr. Hoagland. Mr. Serfass said he would contact **DaimlerChrysler** to see if a tour of the facility could be scheduled. **ACTION ITEM**

Mr. Serfass then turned to discussion of a Working Session item on Friday March 17th of the conference, a CGA seminar event for those people who wish to learn about CGA documents. He explained the Working Group is part of the Codes and Standards team and is invite only, a small group. Mr. Serfass then asked Mr. Hoagland to detail this group, who explained the Working Group is blending with IEA task 19, which is a task on hydrogen safety and risk management; hydrogen safety testing and a goal to create information packages for people interested in the topic. 11 countries are currently involved with the project, and it is expected that 15 or 16 will become involved in total.

Mrs. Hall then turned the conversation over to the idea forum meetings at the Conference. She explained the goal of these forums was to address topical areas and get broad input from people in a group setting.

NHA Role in Codes and Standards RFP (11:02)

Mrs. Hall opened this discussion up by explaining the Department of Energy's solicitation for Codes and Standards work. The DOE RFP is there, and there has been a great deal of discussion about whether NHA can manage this Codes and Standards work. It is the same work that NREL to help build consensus (PHRASE). This work has been consistent with NHA work all along, the only difference is that the winner of the RFP is responsible for managing the **CEOs and SDOs**, and will be working with NREL to decide how much money goes to these groups. With input from the DOE tech team and the National Coordinating Committee, NHA can act as a conduit to manage these subcontracts (ie. Deliverables, Merit Review, Technical Reports). There is a perceived conflict of interest here with NHA serving as the prime. NHA is not a CEO/SDO or Hydrogen/Fuel Cell company/developer, but could represent them without creating a conflict of interest. Initially, NHA was the only group looking to develop Codes and

Standards, but did not have the funding to do so. Now DOE has been paying NREL to manage them; NHA is looking to simply replace NREL's management role. Mrs. Hall explained that the executive committee was very excited about this idea, and opened the idea up to the group for questions and input about risks or problems with NHA going after the RFP.

Ms. Sloane stated that she did not think that NHA was exactly what DOE had in mind, but that their minds could be changed. NHA must deal with the conflict of interest issue head on in any proposal. Ms. Sloane added that the RFP was issued because Congress has directed that DOE must provide competition for anything they present, it is not because NREL was doing a bad job. NHA does not want to make allusions to the idea that there were problems with NREL or mention their actions. DOE is probably looking for someone to be an execution arm; doing what DOE wants while also offering advice and information when needed. NHA needs to be aware of opportunities or problem areas that might exist.

Mr. Meyers also added that some CEOs/SDOs might have a problem receiving money from us. He continued by reiterating that DOE does want an objective execution arm for this RFP, but he wondered if NHA can truly be objective in its actions; everyone can get passionate about the hydrogen economy. Mr. Meyers further stated that NHA needs to be sure they can be unbiased in undertaking this and that NHA will have to describe to DOE how it can overcome the issues of being a trade organization. NHA should look at who else might bid and mimic that activity. Ms. Sloane explained that NHA must prove itself an expert, administration must be separated from organizational interests.

Mr. Hoagland introduced the idea that NHA might have to establish a new entity in order to get this proposal. Mr. Meyers brought up the example of HUD, wherein the NCFCS split off a nonprofit section in order to do quality control management for HUD; but the end result was that it did not work very well, there were complaints that there wasn't a great enough separation of interest in that situation. Mr. Meyers then turned the conversation asking what, outside of Congress telling DOE to add competition in bid work, other political conditions brought about the removal of NREL?

Mrs. Hall answered that Congress was really the primary driver in the action because there was not any competition for bidding. Mr. Serfass added that the issue is with sole-source funding; with so many sub-contracts it's hard for NREL to manage them all, this way they can outsource some of the work and just focus on the contracts.

Mrs. Hall then presented the idea that NHA would have to hire a contract specialist in program management, deliverables, etc. in order to successfully get this RFP. Ms. Sloane added that it is an issue of knowledge vs. advocacy knowledge. NHA must have understanding of the flow of what needs to be done, not just contract knowledge; show DOE a program of what needs to be done over simple program management. Mrs. Hall replied that NREL is still going to manage and be involved with these processes; NHA has been doing these things already along with NREL, it may be possible for NHA to act somewhat as an advocacy group by providing industry information.

Mr. Hoagland explained that NHA needs to come with the viewpoint “what would the ideal organization be” and then show how NHA can become that. There needs to be a connection between the knowledge and administrative base, Codes and Standards must be formed upon what the technology will allow. Mr. Meyers emphasized the need for NHA to figure out the competition and then determine if NHA has the resources/capabilities to create the infrastructure to meet these demands. He ended stating that NHA definitely needs to look at someone with knowledge of contracts management and combine that with knowledge.

Mrs. Hall asked the committee if they had any people in mind to approach as **subcontractors?** for the proposal and for the management program, but no specific individuals were named. Mrs. Hall followed up by saying that she would quickly try writing the proposal, determine the holes, and figure out how NHA can fill those needs, as the proposal must be submitted by March 10th. **ACTION ITEM**

Mrs. Hall thanked everyone for participating and adjourned the meeting with no time or date set for the next meeting at 11:26 AM.