**Go Solar Florida Plans/Plans Approval Team**

**September 16th Conference Call Minutes**

**Call Participants:** Stephen Barkaszi, FSEC; Michael Goolsby, Miami Dade; Boris Sursky, Miami Dade, Alan Plante, Orange County, Cindy Nielsen, Orange County, Michael Huneke, Broward County

**Meeting Discussion Summary**

* **Discussion of Business Requirements Document:** Master Design Manual was discussed and whether it would need to be approved by the Florida Building Commission. Short discussion on moving forward with a minimally viable plans system and then improving it. This would be done in parallel with contacting the state for approval system guidance (it would take time for the state to approve it). It was suggested that roof slope designation in Business Requirements Document be modified to list slope with degrees in parenthesis.
* **Update on Plans System Demo:** Demo continues to be updated with additional calculations.
* **Master Files, CILB/Engineering Board:** Orange County has been unable to make contact with the CILB and Eng. Board.
* **Contractor and Solar Community Advisory/Review Group:** will continue to try and contact Colleen (FSEC) to discuss next steps and give update at next meeting.

**Action Items**

**Plans system action items**

* **Stephen** to speak with Philip on who is best to contact in the state and with Colleen and FIU on their contacts and then determine best approach for making contact. Possible contacts: Drew Winters and Mo Madani **(before next conference call).**
* **FSEC** to continue making improvements toelectrical plans system demo **(ongoing).**
* **Stephen** is to revise the Business Requirements Document **(before next conference call).**

**Certification process action items**

* **Stephen** to determine best approach for contacting the state and **Michael and/or Stephen** to contact partners for input and to develop a plan and action responsibility **(before next conference call).**

**Contractors and Solar Community Advisory/Review Group action items**

* **Team** to continue to provide any additional contractor and solar industry contacts to Colleen Kettles (FSEC) for Florida Sun Group **(ongoing).**
* **Michael** to contact Colleen to receive update and determine next steps **(by next conference call).**

**PR Campaign action items**

* **Team** to continue communication with Marketing/Outreach Go Solar Team to support their efforts to establish contact with Legislatures, Solar Contractors, Code Officials, and Rack Manufactures **(ongoing).**

**Next Conference Call: Tuesday October 7th 10:00 a.m.**

**Call-in Number: 954-357-5480**