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

**November 18th Conference Call Minutes**

**Call Participants:** Stephen Barkaszi, FSEC; Boris Sursky, Miami Dade; Michael Goolsby, Miami Dade; Cindy Nielsen, Orange County; Kay Sommers, Broward County; Olivia Hilton, Broward County; Michael Huneke, Broward County

**Meeting Discussion Summary**

**Plans System**

* **Update on Electrical System Demo:** Demo for electrical continues to be updated with additional calculations; software for hosting plans system on permanent server is being developed, drawing template for plans is being created.
* **Structural Plans System Demo:** Miami Dade continues to refine inventory of program inputs and the final algorithms before passing on to FSEC for integration into demo system. Three (3) types of inputs: applicant filled, database filled (manufacturer product information), calculation filled (suggestion to show on form which type of input). Minimize contractor inputs as much as possible to minimize chance of incorrect inputs.
* **Permit Package:** First draft of permit package contents given to the team for review and comment. Some items on the list of permit package items are included to give examples establishing common formats, best practices, models for inspection and fees along with expected performance information and maintenance.

**Certification Process**

* **Master Design File:** Engineered master design file with peer review and then adopted into the building code (2017 or later), is the approach the team is pursuing. Continue to keep in mind Master Design File requirements that need to be incorporated into plans system. Peer review will be a greater focus after plans system is created, major focus now is a functional plans system before March deadline.
* **Building Officials Association of Florida:** Stephen to make contact with Gary Brevoort to give general information of what we are doing (may want to consider demo on their website in the future).
* **Contractor and Solar Community Advisory Group:** first conference call conducted, legal structure and requirements discussed along with feedback about the plans system. Concern raised that optional components of PV system need to be included as choices in design system. Questions asked on adaptability for code changes and FSEC certification and plans liability. Team felt future meetings should wait until we have a product to give feedback on. Suggested FSEC establish survey asking what the Advisory Group wants out of the plans system.

**Other Discussion: DOE will be visiting in late January and Team needs to have basic plans generating system ready to demonstrate.**

**Action Items**

* **Miami Dade** to finish algorithms and deliver to FSEC **(by end of November)**.
* **Team** to review and email any comments on Permit Package Contents **(before next conference call)**.
* **Stephen** to contact Gary Brevoort of Building Officials Association **(by January or before).**

**Next Conference Call: Tuesday, December 2nd 1:30 p.m.**

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