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

**December 2nd Conference Call Minutes**

**Call Participants:** Stephen Barkaszi, FSEC; Boris Sursky, Miami Dade; Cindy Nielsen, Orange County; Kay Sommers, 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; work continues with IT to develop host system and work on the drawing template also continues.
* **Structural Plans System Demo:** Miami Dade has finalized algorithms and will send them to FSEC for integration into the electrical plans system.
* **Permit Package:** No other modifications other than tax payer ID number. Please forward any further permit package feedback to the team.

**Certification Process**

* **Master Design File:** Will continue to keep in mind Master Design File requirements that need to be incorporated into plans system. In this way, Design File will be ready for future peer review.
* **Building Officials Association of Florida:** Stephen to make contact with Gary Brevoort to give general information of what we are doing, once we have a more functional demo to show them (may want to consider demo on their website in the future). We will also want to speak with them about what solar contractors can and can’t do.
* **Contractor and Solar Community Advisory Group:** first conference call conducted, no further update information at this time.

**Other Discussion: DOE will be visiting in late January and Team needs to have basic plans generating system ready to demonstrate. Eight (8) Weeks until DOE Visit.**

**Action Items**

* **Miami Dade** to send final algorithms to FSEC **(by December 5th)**.
* **Stephen** to create flow chart timeline with detail of steps to complete plans system demo **(before next call, December 16th).**
* **Stephen** to contact Building Officials Association **(after demo is ready).**

**Next Conference Call: Tuesday, December 16th 1:30 p.m.**

**Call-in Number: 954-357-5482**