Envision Review Board

Introduction

Last updated: December 14, 2021
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PURPOSE & OVERVIEW

ERB Mission

“The mission of the ERB is to assure the continued integrity and efficacy of Envision and its associated tools, resources, and documents to provide for consistency in interpretation and development; and to assure the ongoing relevance of the tool and its associated best practices to the highest standards of scholarship and practice.”
Margaret Cederoth
Director of Planning and Sustainability, California High-Speed Rail
ERB Chair

Richard Fernandez
Principal Engineer, Aquario Engineering
ERB Vice-Chair

Melissa Peneycad
Managing Director, ISI
Ex-officio
# ERB Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Company/Institution</th>
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<tbody>
<tr>
<td>Bob Beinstein</td>
<td>AECOM</td>
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<tr>
<td>Lindsay Motl</td>
<td>Kohl’s</td>
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<td>Michael Bloom</td>
<td>R. G. Miller Engineers</td>
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<td>Jennifer (Jen) Ninete</td>
<td>HDR</td>
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<td>Margaret Cederoth</td>
<td>California High-Speed Rail</td>
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<tr>
<td>Melissa Peneycad</td>
<td>ISI (non-voting)</td>
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<tr>
<td>Silvia Ciraci</td>
<td>ICMQ</td>
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<tr>
<td>Amanda Schweickert</td>
<td>WSP</td>
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<tr>
<td>Hélène Dubé</td>
<td>SNC-Lavalin</td>
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<td>Scott Smith</td>
<td>Metrolinx</td>
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<td>Richard Fernandez</td>
<td>Aquario Engineering</td>
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<tr>
<td>Lourette Swanepoel</td>
<td>Calibrate Collaborative</td>
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<tr>
<td>Erika Jozwiak</td>
<td>NYC Mayor’s Office of Resiliency</td>
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<tr>
<td>Justin Waples</td>
<td>Central Costa County Sanitary District</td>
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<tr>
<td>Quin MacKenzie</td>
<td>luuceo consulting</td>
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<td>Sofía Zuberbühler-Yafar</td>
<td>NYC DDC</td>
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Activities

• Drafting/approving credit amendments;

• Providing strategic direction for Envision development; and

• Oversight that material is consistent with overall character and intent of Envision.
As projects go through Envision verification ISI staff and verifiers occasionally encounter conflicts, errors, or areas of uncertainty.

Whenever this occurs verifiers and staff are authorized to proceed with the project assessment but document their solution as a draft “credit amendment”.

The ERB then reviews any new determinations and votes to codify them, or direct ISI staff to revise the amendment.
Example: Strategic Direction

• Whenever ISI begins development of Envision v4 the ERB will provide direction and guidance.

• ERB can engage directly in development or advise ISI staff to utilize resources and volunteer committees to accomplish goals.
In addition to setting the strategic direction of the Envision Implementation Guide the ERB will also ensure developed content maintains the integrity of Envision.

The ERB may also be called upon to review and comment on training or promotional material if needed.
Relationship to ISI Board and Advisory Committees

• “ERB is the final arbiter on issues associated with Envision...”

• ERB decisions are independent of ISI Board.

• Technical committee is the working arm of ERB.

• Other committees may advise the ERB on specific actions related to Envision.


Composition and Appointment

- Appointed by ISI Board
- Mix of public agencies, private companies, and general interest groups.
- Appointments are to individuals not organizations.
- Members cannot appoint their own successor or assign an individual to serve in their place.
- ISI Board addresses vacancies.
- Members may serve a maximum of two terms.
Member Responsibilities

• Attend meetings and actively participate.

• Arrive at meetings informed and prepared for the issues outlined in the agenda.

• Maintain current ENV SP credential and be employed by an ISI member organization.
ERB Chair
Responsibilities

- Act as the primary spokesperson for the ERB;
- Preside over all meetings of the ERB;
- Assign administrative responsibility for any ERB sub-committees; and
- Be an ex officio member of all ISI advisory committees.

ISI Staff
Responsibilities

- Document ERB decisions;
- Update ERB on ISI activities;
- ERB representative to ISI Board;
- Ensure no conflict with ISI Bylaws or Board decisions;
- Liaison between committees and ERB; and
- Oversee implementation of ERB decisions.
Meetings

• Quarterly phone/webinar meetings.
  o One in-person meeting annually.
• Special meetings may be called if necessary.
• Agendas and meeting content sent in advance for members to review.
• Agenda set by the ERB Chair.
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CONFLICTS & LIMITATIONS

Obligations

• ISI indemnifies ERB members against claims for liability from duly authorized duties on behalf of ISI.

• Not-for-profit board members are legally obligated to meet a standard of conduct:
  o apply the level of care of a prudent person;
  o give undivided allegiance when making decisions affecting the organization; and
  o be faithful to the organization's mission.
Conflicts of Interest

• “ERB members are required to disclose the existence of any actual or possible conflict of interest and all material facts to ISI and ERB…”
  
  o Example: members voting on a credit determination that may impact the performance of their project in verification.
  
  o Typically, members will recuse themselves from a vote in which they have a conflict.
Limitations

- Cannot expend money, incur liability, or make commitments that involve ISI in any expense or liability;
- Cannot speak for ISI or claim to represent ISI;
- Cannot disclose ERB proceedings without ERB approval;
- Cannot make official statements regarding future developments of Envision; and
- Cannot make agreements with other organizations, companies, or entities outside ISI.