

ASHRAE
1791 Tullie Circle, N.E./Atlanta, GA 30329
404-636-8400

TC/TG/TRG MINUTES COVER SHEET

(Minutes of all TC/TG/TRG Meetings are to be distributed to all persons listed below within 60 days following the meeting.)

TC/TG/TRG NO:	TC 7.9
TC/TG/TRG/TITLE:	Building Commissioning
DATE OF MEETING:	June 23, 2019
LOCATION:	Kansas City, MO

MEMBERS

PRESENT	MEMBER NAME	TERM	PRESENT	MEMBER NAME	TERM
<input checked="" type="checkbox"/>	Justin Seter – Chair	2016 - 2020	<input type="checkbox"/>	Bradley Brooks	2017 - 2021
<input type="checkbox"/>	Will Mak – Vice Chair		<input checked="" type="checkbox"/>	Wade Conlan	2017 - 2021
<input checked="" type="checkbox"/>	Mina Agarabi– Secretary (YEA)	2018 – 2022	<input checked="" type="checkbox"/>	Gerald Kettler	2015 - 2019
<input checked="" type="checkbox"/>	Thomas Cappellin - Membership	2015 – 2019	<input type="checkbox"/>	Justin Garner	2018 - 2022
<input checked="" type="checkbox"/>	Dave Shipley- Research / Web	2018 - 2022	<input checked="" type="checkbox"/>	Jim Vallort - Programs	2018 - 2022
<input type="checkbox"/>	Ole Teisen	2016 - 2020	<input checked="" type="checkbox"/>	Roger Lautz	2018 - 2022

NON-VOTING MEMBER SUBCOMMITTEE CHAIRS

PRESENT	NAME
<input type="checkbox"/>	Thursten Simonsen – Journal & Insights
<input checked="" type="checkbox"/>	Walter Grondzik – Honors & Awards / Standards
<input type="checkbox"/>	

EX-OFFICIO MEMBERS AND ADDITIONAL ATTENDANCE

See Attached sign in sheet

DISTRIBUTION

<i>All Members of TC/TG/TRG plus the following:</i>	
TAC Section Head:	Craig Messmer
TAC Chair:	Thomas Justice
All Committee Liaisons As Shown On TC/TG/TRG Rosters:	Steve Hammerling
Manager of Standards	Rick Heiden
Manager of Research & Technical Services	Michael R. Vaughn

1. Call To Order / Scope / Introduction

- Justin Seter (Chair) called the meeting to order at 3:03 PM. All who were present provided self-introductions, including their name and affiliation.

2. Voting Member Roll Call

- There were 8 voting members present out of a total of 12 voting members. A quorum of voting members was present for the meeting.

3. Approval of Atlanta Minutes

- The draft minutes from Atlanta were reviewed. Motion was made and seconded to approve draft minutes as published.
 - Jim moved to approve, Wade seconded.
- Motion passed: 8 – 0 – 0 (Yea – Nay – Abstain)

4. ASHRAE Administrative Matters / Issues from TC Chairs Breakfast

TC Chair's Breakfast Notes:

1. Please login into your bio and update your email address.
2. Combined TC meeting over 100 people, TAC & CEC provided updates
 - Consolidation of TCs as taken a new direction. TAC & CEC have directed down to the TC chairs to decide how to consolidate and improve meeting efficiency and improve conference attendance
 - Online roster update - Winter meeting addressed some needs for updates, roster changes should take place June 30th
3. Basecamp – v3, open to PCM or up members
4. This meeting:
 - a. Over 300 programs submitted - 85% of papers approved
 - b. Extended abstract 72 and 42 approved
 - c. Seminar 110, and 73% approved
 - d. 3 panels 4 workshops and 2 debates

5. Correspondence / Announcements

1. JR Anderson Scholarship -Walter G on behalf of Sarah Maston
 - a. Young engineer to attend conference
 - b. 75% raised so far, \$30k
2. 4 MOUs that ASHRAE signed with other organizations
3. RAC - William introduced himself as the conduit to submitting RTARs. Reminder- breakfast Mon. morning.

6. Society Liaisons

Research liaison – William Murphy reminder about the breakfast meeting on Monday morning

4. Sub-Committee Reports

- Membership..... Tom Cappellin
 - 213 people on the roster
 - 12 voting members (one non quorum)
 - 1 non-voting subcommittee chairs
 - 45 provisional corresponding members
 - 159 Corresponding members
 - 45 YEA

- Program Jim Vallort
 - Jim spoke about building a roster for the subcommittees and try to meet on the phone and plan ahead rather than wait until the conference. Subcommittee would make decisions before the conference.
 - Programs- submission due August 2nd, members can submit an abstract and Jim can package it into a seminar.
 - We encourage our members if asked to speak under other TCs please consider having TC 7.9 co-sponsor
 - Great showing for KC – most co-sponsoring, knew ahead of time all of them
 - August 2nd deadline for programs submission. Looking for more.
 - Building labeling and how will it impact Cx
 - Worst practices- Kristin Henemier
 - Continuation of OPR forum
 - Lee Riback notification that conference fees will go up.
 - Attached Meeting Minutes

- Research..... David Shipley
 - Subcommittees- request a formal method of tracking who is officially on the different subcommittees to be able to send invites, meetings, updates.
 - Walter- chairs purview to decide
 - Goal is to have interim meetings to minimize time at the conference subcommittee meetings
 - Mina to look into how to create rosters and store them on basecamp and subcommittee chairs to maintain them.
 - Walter to develop a survey monkey to figure out interest to party

- Handbook (Applications - Chapter 43)..... John Gibbemeyer
 - No status update.

- Standards Walter Grondzik
 - Informational item- standards document- aka guideline on close and handoff
 - Enclosure Cx – development of a standard, Fiona provided an outline. ISO developing a standard and almost complete. ASHRAE to consider adoption of the ISO standard. Follows process laid out in guideline 0 and NIBS guideline 3 from 2013 (Fiona one of the developers) Allows for owner engagement, 3 possible levels of Cx, and different assemblies. Should be published by January 2020. ASTM considers itself as a standalone document.
 - ASHRAE not interested to compete with ASTM and prefers to adopt ISO standard.
 - Walter Motion- and Mina read
 - Whereas TC 7.9 is the cognizant ASHRAE technical committee in the area of building and systems commissioning, the TC hereby requests that ASHRAE Standards Committee begin mapping the process of "adopting" proposed ISO Standard 21105 - Building Envelope Performance Verification and Commissioning as an ASHRAE standard.

- The ISO document is slated for approval in January 2020. Upon review of its contents by an appointed task group from TC 7.9, it is anticipated it is anticipated that the TC will via a followup motion make a formal request of Standards Committee that ASHRAE "adopt" the ISO standard for projects in North America.
- Walter says this is the 1st step to reviewing the mechanism
- Unanimously passes
- Web Site David Shipley
 - Website: <http://tc0709.ashraetcs.org/>
 - Lots of great content that goes back almost 20 years
 - Forward all content that should be on website to Website Subcommittee Chair i.e. Meeting Minutes, Programs
- Journal and Insights Not Present
- Honors & Awards Walter Grondzik
 - Requesting anyone that wants to be awarded by ASHRAE, please send requests to Honors & Awards chair
 - Walter receives 50-year award

5. Cognizant Committee Liaison Reports

- SSPC 300 The Commissioning Process Jerry Kettler
 - SSPC 300 – coordinate all the technical documents, Jay is the chair
 - New standard SSPC 230 for EBCx- Jay is the chair
 - 202 and 0 are in continuous maintenance
 - 202 published in 2018 and Referenced in 189 and 90.1
 - 202- working on standardizing of annexes and appendixes.
 - Cx stakeholder guide- published recently
 - Seeking volunteers-need for chairs, guidelines under continuous maintenance and all hands on deck to help with restructuring.
 - TG205 meeting- Cx process standard plan will be based on 202- Jay and Fiona
 - International code 2015 and green code- require commissioning
 - St 189 chp 10 details Cx and based on 202
 - Meet energy or green from IECC standpoint by following 202
 - Guideline 4 fills in the gaps of 1.4
- ALI Commissioning Courses Walter Grondzik
 - Rick Casault instructor for guideline 0 and standard 202
 - New courses with combined std and guideline
 - Proposal from Sarah Boyle for a 1 hr course on EBCx process
 - 1 hr course on EBCx process to improved energy, and another for iaq
- Standard 202-2018 The Cx Process for Buildings and Systems
 - Republished in Fall 2018
 - Adopted by 189.1-2017 and possibility on 62.1 and 90.1
 - Proposed informative annex on Cx for 90.1

- Revisions in process to delineate between new and existing building Cx
- Dictionary of Terms..... Walter Grondzik
 - Ad hoc special publication, ICAR, SIBS and ASHRAE- terms in the bldg. cx process.
 - Available in the bookstore. Free to download. Include link from Walter.
 - Thank you to Luca of CIBSE
 - No further updates after this meeting
- GPC 1.4
 - ASHRAE to publish shortly
- GPC 1.6..... Wade Conlan
 - Winter 2021 draft for public review
 - Meets every 4th tues of the month

6. Other Committee Liaison Reports

- SSPC-62 “Ventilation for Acceptable IAQ” TBD
 - No report
- SPC-90.1 “Energy Efficient Design of New Buildings” Jay
 - 2019 is available for purchase- referenced std 202 for the process but doesn’t require Cx activities or verification.
 - Slow going with integration of Cx into the standard
- SPC-90.4 – Need Liasion
- SPC-111 “Testing and Balancing for New Buildings”Justin Garner
 - Meeting on Tuesday
- GPC-11 Control Components Testing Tom
 - Published and Disbanded
- TC 7.1 “Integrated Building Design” David Allen
 - David Allen not present
- TC 7.3 “Operation and Maintenance Management”Mina
 - Subcommittees Meet on Monday and Main Committee is Tuesday
- TC 7.7 Testing and BalancingJustin Garner
 - Meeting is tomorrow afternoon
- TC 7.8 “Owning and Operating Costs” Open
 - No Update
- TC 9.6 “Healthcare” Roger Lautz
 - Meeting this afternoon- ongoing research on transient airflows but nothing on Cx
- TC 1.6 TerminologyRoger Lautz
 - No Update
- GPC41P- need a volunteer to attend
- MTG – open slot, no known related MTGH

- AEDG “Advanced Energy Design Guidelines” Jay Enck
 - K-12 is completed and closed.
 - Proposed to have a guide for small offices committees
 - Needs support to keep it going

7. Other Association Reports

- BCA Tom Poeling
 - Education- in person classes
 - Committee- best practices revision on EBCx document for sept conference
 - Working on defining ongoing best practices
 - **Tom Poeling present LBNL study tomorrow @ 11am.**
 - Advocacy committee established
 - Chapters- hosting regional conferences in US and also upcoming in MTL
 - National Conference- Chicago in September
- NEBB: Donald Hill
 - ANSI approved standards for Building System Cx and RCX
 - Cleanroom and compounding standards in the works
 - NEBB app in beta testing
 - MOU- ASHRAE and NEBB
 - NEBB’s ANSI removal from certification not standards
- ACG Jim Magee
 - No update
- AABC Justin Garner
 - No update
- USGBC H. Jay Enck
 - No update
- ASTM H. Jay Enck
 - No update
- Green Globes
 - NONE removing from the agenda for the future
- ICB / TABB Gary Andis
 - Retired. Need new liaison.
- Living Building Challenge David Cantrill
 - Remove from future agenda nothing going on
- Unassigned reports
 - SSPC 62 ventilation for IAQ
 - TC 7.8
 - USGBC
 - MTG EBO
 - Section head 7- Craig

8. Old Business

None

9. New Business

- IECC- ASHRAE strategic plan is rolling out 2020- not published but on the website soon

10. Next Meeting

- Sunday, February 2nd @ 3:00 PM EST in Orlando

11. Adjournment

- Meeting adjourned at 4:45 P.M. CST

12. Action Items

- No Items.

13. Motions

- Motion for meeting minutes for Houston approval - PASSED

END OF MINUTES

Attachments

Notes from TC Chair's breakfast meeting
Program Subcommittee meeting notes

PROGRAM SUBCOMMITTEE NOTES

- Review the KC Summer Meeting Programs related to TC 7.9
 - **Reviewed the fact that all TC 7.9 sponsored sessions are listed on the TC 7.9 website.**
 - <https://tc0709.ashraetcs.org/documents/programs/TC0709%20Kansas%20City%20Programs%2020190622.pdf>
 - <https://tc0709.ashraetcs.org/functions.php>
- Begin planning for Orlando 2020 Conference
 - Friday, August 2, 2019: Seminar, Workshop, Forum, Debate, and Panel Proposals Due
 - **Wade Conlan planning on doing a case study on the Orlando Airport Cx**
 - **Jim Vallort investigating a presentation on Data Center Cx trends**
 - **Cx providers being engaged by suppliers, general contractors and owners on the same project.**
 - **Different Breeds of Cx – William Stump**
 - **Labs, production, health, manufacturing**
 - **Looking for more topics. If anyone has any topic, please contact me!**
 - **The impacts of Commissioning on the Building Labeling trend.**
 - **Looking for a speaker**
 - **Forum on Real life problems in non-commissioned building – Worst Practices Forum – Solutions to prevent them**
 - **Chair – Kristin Heinemeier**
 - **O&M Forum continuation**
 - **Mina can assist**
 - **Voluntary vs Code Forced Cx – What are the impacts on our industry**
 - **Looking for a speaker**
 - Friday, October 4, 2019: Seminar, Workshop, Forum, Debate, and Panel Accept/Reject Notifications
- Open discussion
 - **Formalize the concept of assigning members to the subcommittees to provide redundancy and allow for succession planning. Plus this will allow for greater diversity of thought within a subcommittee that will benefit the very diverse ASHRAE audience.**