

# TC 7.9 Meeting Minutes

Sunday, June 24, 2012

San Antonio, Texas

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## AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS, INC.

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### 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 DATE August 19, 2012

TC/TG/TRG TITLE Building Commissioning

DATE OF MEETING June 24, 2012 LOCATION San Antonio, Texas

MEMBERS PRESENT	YEAR APPTD	MEMBERS ABSENT	YEAR APPTD	EX-OFFICIO MEMBERS AND ADDITIONAL ATTENDANCE
Ken Peet Chair	2011 - 12	Abderrazak Alazazl	2010 - 14	Joy Altwies - CM
Walter Grondzik (via ph) Vice Chair	2010 - 14	David Allen	2010 - 14	Gary Andis - CM
Thomas Cappellin Secretary	2012 - 16	Richard Casault	2010 - 14	Don Blacklock - CM
Mike Eardley Programs	2010 - 14	Quinn Hart	2010 - 14	Alonzo Blalock – CM
David Bornside	2012 - 16			David Cantrill - CM
Timothy Corbett	2010 - 14			David Eldridge - CM
Roger Lautz	2009 - 13			Justin Garner - CM
Sarah Maston	2009 - 13			Gerald Kettler - CM
				Michael King - CM
Non-Voting Members Who Are Subcommittee Chairs				David Moser – CM
John Castelvecchi Handbook	2012 -	Absent		John Rieke - CM
David Shipley Research	2012 -	Present		Frederick Schroeder – CM
J.R. Anderson Liaison MTG	2010 -	Present		Justin Seter – CM
				Charles Chun-Lun Shieh - CM
				Thurston Simonsen – CM
				Holly Robinson Townes - CM
				Jeff Traylor - CM
				James Vallort - CM
				Stephen Wiggins - CM
				Michael Weeks - PCM
				George (Billy) Austin – Guest
				Petar Blanus – Guest

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				James Bochat - Guest
				Kevin Christman - Guest
				Michael Collarin - Guest
				John Grichuhin – Guest
				Kyle Larson – Guest
				Yunhua Li - Guest
				Norman Nelson – Guest
				Donald Snell - Guest
				Stephanie Taylor - Guest
				Mark Wheeler - Guest
				Bei Zharg - Guest

## DISTRIBUTION

*All Members of TC/TG/TRG plus the following:*

TAC Section Head:	Adrienne G. Thomle
TAC Chair:	William F. McQuade, PE, LEED AP
All Committee Liaisons As Shown On TC/TG/TRG Rosters:	
Manager of Standards	Stephanie C. Reiniche
Manager of Research & Technical Services	Michael R. Vaughn

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### Call To Order / Scope / Introduction

Ken Peet (Chair) called the meeting to order at 3:00 PM. All who were present provided self-introduction including their name and affiliation.

### Approval of the Agenda

The Agenda for the meeting was presented for approval. There were no requests for revision of the agenda.

### Voting Member Roll Call

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

Walter Grondzik was not physically present but was able to participate as a voting member via an online "GoToMeeting" teleconference with TC 7.9's committee meeting. This was arranged by ASHRAE who selected TC 7.9 for a trial group electronic conference with TC members who are unable to attend the Annual and Winter Conferences

### Approval of Chicago Minutes

The draft minutes from Chicago were reviewed. Motion was made and seconded to approve as presented. Motion passed: 7 – 0 – 1 (Yea – Nay – Abstain.)

### Society Liaison and Guest Presentation

Sarah Maston: Programs:

The Denver Abstracts are shown below:

#### 2013 Denver Annual Conference-Program Tracks

Track 1: Research Summit-"Above & Beyond" / Committee: Walid Chakroun, Bill Dean, Reinhard Radermacher, Rachel Romero, Jelena Srebic, Yunho Wang.

The 1st Annual ASHRAE Research Summit seeks to present innovations in HVAC&R research with particular emphasis on Renewable Energy Research and its role as we strive towards a clean energy economy. Researchers are invited to present papers, seminars, forums or participate in panel discussions. Also, highlights on ongoing ASHRAE funded research will be presented. Join us in this comprehensive compilation of research-related papers and programs that peer into what the future holds.

Track 2: Integrated Project Delivery (mini-conference) / Chair: Dunstan Macauley

Integrated Project Delivery (IPD) is an evolving method of managing a design project from conceptual design through to the operation & maintenance phase, based on the concept of shared risk/ shared profit and teamwork. True teamwork is a culture change for all parties, beginning with the owner trusting the designers, builders (including the major trade contractors), and facility management. IPD is gaining ground on traditional design-bid-build or contractor-at-risk project management scenarios, as successful IPD projects see condensed schedules, on-time delivery, managed costs and sustainable buildings. What does it take to succeed with IPD? Programs and papers in this track will focus on success and lessons learned with IPD, as well as individual roles in IPD collaboration. Entire team presentations are encouraged.

Track 3: Building Energy Modeling vs. Measurement & Verification-Closing the Gap / Chairs: Charlie Henck & Steve Rosen

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The debate rages on... how accurate are building energy modeling programs compared to utility usage in the actual building after one year of occupancy? After two years? Building owners expect the theoretical and therefore the calculated payback that is presented in the design, but what happens with reality falls short of goal? Join us to investigate trends in building modeling and the realities of construction and O&M, such as systemic construction issues that lead to long term non-performance and training staff to operate a building as it was designed to perform.

### Track 4: Mile-High Efficiency & Equipment / Chair: Pam Androff

As Denver is known as the "mile-high" city, this track will look into new breakthroughs in equipment and building systems that contribute to a building's overall high-efficiency performance.

### Track 5: Renewable & Alternative Energy Sources / Chair: Monte Troutman

Wind, hydroelectric, and solar are just a few alternative and/or renewable energy sources that are being utilized in HVAC design, as we strive for Net-zero and high-efficiency buildings. This track will look into new advances in alternative energy equipment and new design strategies for engineer.

### Track 6: HVAC&R Systems & Equipment / Chairs: Keith Newcomer & Doug Cochrane

An HVAC&R system is a combination of equipment engineered and duct and/or pipe distribution to operate in concert to provide the desired results for the space or process. Whether simple, standard, or unconventional – the equipment and system distribution must be designed, installed, operated and maintained to achieve those results. The series of programs and papers in this track will highlight the basic to advanced options for designers, contractors and operators to deliver effective, efficient, and sustainable systems.

### Track 7: HVAC&R Fundamentals & Applications / Chairs: Michael McDermott & Jeff Spitler

Fundamentals are the building blocks for understanding their applications. Thermodynamics, fluid flow and psychrometrics are key components to evaluating the basic to advanced applications. The intent of this track is to provide papers and programs that cover varying levels of fundamentals for the designer in a wide array of topics, including how theoretical concepts can be applied to common designer dilemmas, such as value engineering and other common trade-offs in HVAC&R design.

The deadlines are:

- Conference Paper & Technical Paper Abstracts are due September 24, 2012.
- Seminar proposals are due February 11, 2013

## **ASHRAE Administrative Matters / Issues for TC Chairs Breakfast**

### ANNOUNCEMENTS AND REMINDERS FOR TC/TG/TRG & MTG CHAIRS

#### 1. 2012- 2013 Roster Access and Distribution:

The 2011-2012 Roster is in effect until after the San Antonio meeting. The new rosters for 2012-2013 will go into effect on July 1, 2012 based upon the update information that each TC turned into their section head last January.

Each member can view all of the rosters of their committees on the ASHRAE Website. Go to [www.ashrae.org](http://www.ashrae.org), click on the "Membership" tab in the header, click on "Manage Your Membership" text in the left sidebar, and log in (if you have not logged in lately, you might need to set up a new username and password). Click on the "Biographical Record System" link. Now, you should see your current "bio info". Click on "My Committees" on the left sidebar; all of the committees you are a member of will appear. Click on the "blue" roster text at the left hand side of a committee to reveal the roster with linked contact information. Make sure everyone on your committee also knows how to access the roster.

#### 2. Useful TC/TG/TRG/MTG Chair Information and forms on ASHRAE website:

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Information for TC/TG/TRG and MTG chairs can be found on the Technical Committee page of the ASHRAE website at the following link: <http://www.ashrae.org/standardsresearch--technology/technical-committees>

The TC/TG/TRG Manual of Procedures (MOP) has been revised to include a new committee type, Multidisciplinary Task Groups (MTGs). MTGs are different from TCs, TGs, and TRGs. The objective of the MTG is to first try to better coordinate and focus the activities of the affiliated TC and non-TC groups (EHC, REF, SSPCs, outside groups, etc) that make-up the MTG on the task for which the MTG was created without duplicating the functions of a TC or TG so that the task can be completed as efficiently as possible. In special cases, MTGs may also be authorized by TAC to assume some TC/TG functions, such as research, if it is deemed necessary to better complete their task assignment.

Since the need, purpose, and progress of each MTG is reassessed and reaffirmed by TAC each year, there are no term limits for the MTG Chair, Vice Chair, Members and Alternates.

### 3. 2012-2013 Hightower Award Nomination Process and Deadline

Nominations for the 2012-2013 George B. Hightower Technical Achievement Award are due to your Section Head by September 1, 2012. The award recognizes outstanding technical leadership and contributions on a TC/TG/TRG during the past Society year, excluding research and standards activities. Please go to the Technical Committee page of the ASHRAE website at the following link under the "Procedures and Forms..." heading: <http://www.ashrae.org/standards-research--technology/technical-committees>

#### 2012-2013 Service to ASHRAE Research Award Nomination Process and Deadline:

Nominations for the 2012-2013 Service to ASHRAE Research Award for TC volunteer efforts in research are due to RAC research liaison by September 30, 2012. Please go to the Research page of the ASHRAE website at the following link under the "Research Grants and Awards" heading: <http://www.ashrae.org/standards-research--technology/research>.

### 4. New MTGs that have been formed:

TAC approved the formation of the following two new Multidisciplinary Task Groups (MTGs):

#### **MTG.LowGWP – Alternative Lower Global Warming Potential Refrigerants:**

Scope: MTG.LowGWP will coordinate will coordinate TC/TG/TRG technical activities to help transition the HVAC&R industry to sustainable lower Global Warming Potential (GWP) alternative refrigerants. The MTG will further request participation from US EPA and AHRI. The MTG responsibilities include suggestions for research, development and presentation of technical programs of all types on alternative lower GWP refrigerants, suggestions for Life Cycle Climate Performance (LCCP) systems evaluation for different applications, development of lower GWP solutions for different applications, and a special publication detailing aspects of LCCP applied to the HVAC&R fields.

#### **MTG.EAS – Energy-Efficient Air Handling Systems for Non-Residential Building:**

Scope: MTG.EAS will coordinate activities of related ASHRAE technical and standards committees to facilitate development of packages of tools, technology, and guidelines related to the design, operation, and retrofit of energy-efficient air-handling systems in new and existing non-residential buildings. The intent is that these products can be integrated with industry processes and can be used to ensure that ASHRAE energy saving targets are met, to carry out high-profile demonstrations of improved air-handling systems, and to identify further energy saving opportunities. Within ASHRAE, the MTG also will coordinate activities to update related parts of ASHRAE Handbooks and Standards (particularly 90.1, 62.1, and 189.1) and to develop related education programs for technology implementers. Outside of ASHRAE, the MTG will monitor related activities and represent ASHRAE interests where permitted to provide a conduit for related information transfer to ASHRAE members. MTG.EAS is concerned with the interactions between non-residential air-handling system components, the building, and related activities, which include at least the activities of TCs 5.1 (Fans), 5.2 (Duct Design), 5.3 (Room Air Distribution), 1.4 (Control Theory and Application), 1.11 (Motors and Motor Controls), 1.8 (Mechanical System Insulation), 4.3 (Ventilation Requirements and Infiltration), 4.7 (Energy Calculations), 7.7 (Testing and Balancing), 7.9 (Building Commissioning), 7.1 (Integrated

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Building Design), 6.3 (Central Forced Air Heating and Cooling Systems), and 9.1 (Large Building Air-Conditioning Systems), as well as TRG7 (Under Floor Air Distribution) and TG3 (HVAC&R Contractors and Design Build Firms).

For more information on these two MTGs and the four other MTGs, please go to the MTG section on the following web page: <http://www.ashrae.org/standards-research--technology/technical-committees>

If your TC would like to have a voting representative on a particular MTG, please contact the ASHRAE Manager of Research and Technical Services, Mike Vaughn, at [MORTS@ashrae.net](mailto:MORTS@ashrae.net).

5. TC Volunteers willing to Support Content Development and Quality Control for Society Technical Program at Society Meetings

Provide to your Section Head after each Society meeting a list of qualified volunteers from your TC that are potential Technical Session chairs and reviewers of session papers that are related to TC's scope for use by the Conferences & Exhibitions Committee (CEC) in developing technical content for future technical programs.

6. CEC proposed or recently implemented technical program changes:

Speaker Registration Fee: Beginning with the 2013 Winter Dallas Conference and moving forward for future conferences, a speaker registration fee is being implemented as a part of an overall Society evaluation of registration fees for the purpose of lowering registration fees for attendees at the winter and Annual Conferences. For the 2013 Winter Dallas Conference the following Speaker registration fees and policies will apply: \$95 Member/Non-member Speaker Registration Fee.

Program Focus on Research Going Forward at Each Annual Meeting: Starting with the Denver Conference, the Society's conference program will have a special emphasis on research with a call for papers on innovations in HVAC&R research. Papers describing ASHRAE-related research are encouraged and up-to 25% of the Denver program will be allocated to this effort.

Upcoming fall 2012 ASHRAE Specialty Conferences:

- Energy Modeling Conference: Tools for Designing High Performance Buildings, Atlanta, GA, October 1-3, 2012.
- ASHRAE/NIST Refrigerants Conference, Gaithersburg, MD, October 29-30, 2012.
- 7th International Cold Climate HVAC Conference, Calgary, Alberta, Canada, November 12-14, 2012

Also, the TC/TG/TRG Chair's Training Workshop on Sunday morning will include a brief presentation and Q&A session with the incoming chair of the Conferences & Exhibitions Committee (CEC) chair, Ben Leppard, concerning the meeting technical program and recent or planned changes to it.

7. Rebranding of ASHRAE and TC Website Logo Change:

A new logo and tagline 'Shaping Tomorrow's Built Environment Today' was unveiled at the plenary session of the 2012 Chicago meeting as the first step in a rebranding plan for ASHRAE. For more information on why ASHRAE has decided to rebrand our identity and answers to other questions on this topic, please refer to the attached document entitled ASHRAE Key Messages and Frequently Asked Question.

TCs were asked in February this year through your TC webmaster to support this effort by updating the TC's website to reflect the new logo and tagline before July 1st this year. ASHRAE staff provided each TC webmaster with the necessary files and instructions needed to update the TC's website for this change. If your website has still not been updated for the new logo, please notify your webmaster to contact the ASHRAE Manager of Research and Technical Services, Mike Vaughn, at [ORTS@ashrae.net](mailto:ORTS@ashrae.net), for further assistance.

8. Upcoming Advanced Energy Design Guide (AEDG) Broad Peer Reviews:

None are planned at this time.

Additional guides being considered at this time include Grocery Stores, Highway Lodging, and Quick Service Restaurant. Check back for more information on updates and progress.

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Check the AEDG section of the ASHRAE website at the following link for the latest Information:  
<http://www.ashrae.org/standards-research--technology/advanced-energy-design-guides>

9. Special effort to welcome new members, and visitors (potential members), particularly international members, to TC meetings:

Potential new members are encouraged to drop-by TC meeting. As a result, please make a special effort to recognize and warmly welcome all visitors to your meeting – A TC can never have too many willing and able volunteers.

10. Thank You Letters to Employers

ASHRAE President – Ronald E. Jarnagin – has offered to send letters to the employers of TC volunteers this year thanking them for supporting their employee's service on an ASHRAE TC during Society year 2011-2012. If requested by the volunteer, the letter will be sent to his/her employer by the end of July or early August and the volunteer will receive a copy.

Committee members will be receiving an email about employer thank you letters in early July with details on how to request a thank you letter.

11. Option for TC Subcommittee Meetings via Conference Calls and Web Meetings

More and more TCs are taking advantage of a new Society service that allows TCs to hold subcommittee meetings by phone and/or web. Many TCs are finding this to be a more efficient way for them to conduct subcommittee business and it also allows TC members that can't travel to meetings on a regular basis a way to still contribute to the TC. Such a change can also eliminate potential conflicts with the TC's program sessions at Society meetings. Please pass your conference call/web meeting/webinar requests on to the Manager of Research and Technical Services, Mike Vaughn, at [mvaughn@ashrae.org](mailto:mvaughn@ashrae.org) or [MORTS@ashrae.net](mailto:MORTS@ashrae.net)

12. Upcoming Program Dates

**Dallas Meeting** - January 26-30, 2013.

- Conference site live: January 22, 2012.
- Conference Paper abstract/Conf. Paper session proposals due March 19, 2012.
- Conference Papers submitted for review are due early July 2012.
- Dallas seminar and forum session proposals are due early August 2012.
- Conference Website: <http://www.ashrae.org/dallas/>

Track 1 - HVAC&R Systems & Equipment

Track 2 - HVAC&R Fundamentals and Applications

Track 3 - Standards, Guidelines, and Codes

Track 4 - Energy Conservation

Track 5 - Refrigeration

Track 6 - Large Building Design

Track 7 - Facility Management; Operations, Tech. and Energy Improvements

Track 8 - Special Interest Track

**Denver Meeting** - June 22-26, 2013.

- Conference Site Live: June 20, 2012.
- Conference Paper Abstract/Full Technical Papers due September 24, 2012.
- Denver Seminar and Forum Session Proposals are due February 11, 2013.
- Conference Website: <http://www.ashrae.org/denver/>

The Conferences and Expositions Committee (CEC) oversees ASHRAE's annual and winter conferences and other specialty conferences and expositions globally. The CEC continually works to improve the conference experience for all attendees. To help keep a "pulse" on the technical issues facing professionals in the HVAC&R marketplace, the CEC seeks ideas for tracks for the San Antonio and annual and winter conferences beyond as well as topics for specialty conferences from TC members. Please submit your suggestion using the following link: <http://www.ashrae.org/events/page/2537>.

13. TC Master Calendar – Now Available through Google

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The Technical Committee Master Calendar is now available through Google. In order to access this calendar you need to have a Google account.

Once you log into your Google account, follow the instructions below:

To add a friend's calendar, just follow these steps:

- At the bottom of the calendar list on the left, click Add and select Add a friend's calendar.
- Enter the appropriate email address (techservices1791@gmail.com) in the field provided, then click Add.

This calendar is public and will appear under 'Other Calendars' in the left column.

To set up Google Calendar Sync to your Outlook:

- Make sure you're using a supported operating system and Outlook version.
- Download Google Calendar Sync (version 0.9.3.6) at [http://dl.google.com/googlecalendarsync/GoogleCalendarSync\\_Installer.exe](http://dl.google.com/googlecalendarsync/GoogleCalendarSync_Installer.exe)
- Once a dialog box appears, click **Save File**. The downloaded file should open automatically. If it doesn't, manually open it from your browser's download window.
- Click OK to confirm that you're aware this is an executable file.
- Read through the Google Calendar Sync Terms of Service, and click I Agree.
- Follow through the Installation Options and click Install to finish the set-up process.

Once Google Calendar Sync is installed on your computer, the Google Calendar Sync Settings window will appear:

In the Settings window, enter your email address and password and select the Sync Option you prefer. Read about each Sync Option.

You'll also be able to set the time interval for syncing to occur. Please keep in mind that 10 minutes is the minimum time interval allowed.

After the initial set-up, you can access the Google Calendar Sync Settings window again by double-clicking the calendar icon in your Windows System Tray.

#### 14. NEW ASHRAE Terminology WIKI Launched

Over 6,000 definitions for terms found in ASHRAE publications can now be seen in the new free ASHRAEwiki, a centralized resource for referencing terminology definitions. Visit [ASHRAEwiki.org](http://ASHRAEwiki.org) for numerous building terms focusing on mechanical, envelope, electrical, lighting, load calculations, design, water design/conservation and more.

<http://wiki.ashrae.org/index.php/ASHRAEwiki>

#### 15. Future ASHRAE Society Meetings are:

- a. Dallas .....January 26-30, 2013
- b. Denver.....June 22-26, 2013
- c. New York.....January 18-22, 2014
- d. Seattle.....June 28-July 2, 2014

### Correspondence / Announcements

See above

### Sub-Committee Reports

- Membership..... Elia Sterling
  - No Report
  - Visitors wishing to be considered for membership in TC 7.9 need to enter their contact information on the sign-up sheets presently being distributed in the meeting. Visitors need to indicate whether they are applying for Provisional Corresponding Member or full Corresponding Member.
- Program..... Mike Eardley
  - TC7.9 sponsored two seminars for the Chicago meeting:

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- Seminar 21 – Chaired by Gerry Kettler “Maximizing the Benefits of Commissioning: Incorporating Design Reviews and the Building Envelope into the Commissioning Scope.”
- Seminar 52 – Chaired by David Shipley “Integrated Design and Commissioning on the Same Building: Collaboration or Collision?”
- All inquiries regarding TC-7.9 Programs should be directed to Mike Eardley at meardley@cannondesign.com or 617-504-2150.
- Currently soliciting and reviewing ideas for San Antonio and Dallas.
- Ideas include envelope commissioning, monitoring based commissioning, existing building commissioning, utility programs, and commissioning related ASHRAE Guidelines.

### Programs for San Antonio:

1. Seminar 31: Commissioning the Building Envelope.
2. Seminar 35: Integrating Design Commissioning and BMS Controls to Deliver Mission Critical Success.
3. Seminar 51: Existing Building Commissioning Process: Best Practices.

### Looking ahead to programs for Dallas:

Two programs have been approved for Dallas:

First Program:

**Title:** Moisture Control in Commissioning of New and Existing Buildings

**Overview:** Moisture control in the commissioning process is based on project requirements for moisture problem avoidance, building assessment, field testing, and building science. This seminar will focus on the interaction of building systems that affect moisture in buildings and demonstrate important lessons learned by use of case studies.

#### **Learning Objectives:**

1. Understand gaps that may exist for moisture control in HVAC and building envelope commissioning within current commissioning guidelines, commissioning standards, and other standards that address moisture control.
2. Analyze why moisture control in HVAC and building envelope commissioning of new and existing buildings is a hybrid process.
3. Apply building assessment and testing procedures to the moisture control commissioning processes.
4. Learn about the building enclosure commissioning process and objectives, throughout the pre-design, design, construction and occupancy phases.
5. Describe the current building enclosure commissioning industry guidelines and standards.
6. Understand the design review process of commissioning and the application of design principles, to avoid moisture related problems in the building envelope details and interaction between building systems.

**Technical Committee:** 07.09 Building Commissioning

**Co-Sponsoring Committee:** 04.04 Building Materials and Building Envelope Performance

Second Program:

**Title:** Healthcare Commissioning and the Authority Having Jurisdiction

**Overview:** The University of Michigan Health System just opened a new 1.1 million square foot children’s and women’s hospital. The University utilized extensive commissioning from the design phase through completion. This session will demonstrate how the commissioning authority played a very large role in preparing for the final inspections and achieving the certificate of occupancy.

#### **Learning Objectives:**

1. Explain how commissioning can help ensure smooth certification from Authority Having Jurisdiction.
2. Describe the commissioning authority’s role in the building walk-through.
3. Determine how to specify appropriate levels of effort for the commissioning authority to meet expectations.

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4. Demonstrate how commissioning is essential to functional and energy efficient operation.
5. Identify the various building systems that should be included in the commissioning scope.
6. Review the critical elements of healthcare facilities that require special attention.

### Technical Committee: 07.09 Building Commissioning

- Research ..... David Shipley
  - No action items are on Research Subcommittee's Agenda.
  - Some ideas are presently being considered for future development into RTARS.
- Handbook (Applications, Ch 42)..... John Castelvechi
  - TC 7.9 is responsible for ongoing maintenance of content published in ASHRAE Applications Handbook, Chapter A42 "New Building Commissioning." Most current update is found in the 2011 HVAC Applications Handbook.
  - Handbook Subcommittee is looking to year 2015 for next Chapter update. Needs volunteers to work on content update and reviewers for QA/QC and comments.
- Long Range Planning (GL 0-2005User;s Manual)..... Gerry Kettler
  - No Report
- Standards ..... James Vallort
  - No Report
- Web Site ..... David Shipley
  - Site is currently up to date pending receipt of new material.
- Journal and Insights/International .....
  - Need a Corresponding Member Volunteer for this Subcommittee Report
- ALI Introductory Commissioning Course ..... Walter Grondzik
  - This 3-hour course is still being offered. It seems to be scheduled for one face-to-face presentation (ASHRAE Winter Meeting) and two online presentations (fall and spring) each year. Attendance is very good. Course content is believed still viable and useful. Rick Casault presented the last course (spring online). Next presentation is scheduled for fall online and face-to-face in Dallas.

### Cognizant Committee Liaison Reports

- Commissioning Certification ..... Gerry Kettler
  - ASHRAE is currently considering Technician Certification for Control Systems and Refrigeration Systems.
  - ASHRAE has no current plans for providing a certification program for Building Commissioning.
  - There may be need for ASHRAE to develop Guidelines for Controls and Refrigeration design commissioning.
- SGPC 0 "The Commissioning Process" ..... Tim Corbett
  - The committee is responsible for updating Guidelines 0 and 0.1 and then placing 0.1 under continuous maintenance.
  - Committee elected to retain definition of "Retro-Commissioning" in GL 0.
  - Committee needs to receive formal comments from persons in and out of ASHRAE so that they can be processed and responded to.
- GPC 1 "HVAC&R System Commissioning" ..... Tim Corbett
  - See comments in above SGPC 0 report regarding GL 1.
  - Committee is currently addressing comments issued by Standards Committee.
- GPC 0.2 "Commissioning of Existing Buildings" ..... Holly Townes
  - This Guideline is projected to do out for Public Review sometime in fall of 1012.
- GPC 1.2 "Commissioning of Existing HVAC&R Systems" ..... Holly Townes
  - This Guideline is scheduled to be developed during fall 1012 and spring 2013
- GPC 1.3 "O&M Training for HVAC&R Commissioning" ..... Walter Grondzik

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- Committee is working to complete the guideline's first draft version
- A proposed transition in chairmanship (to speed up the development process) did not occur. Grondzik is still chair. The committee will not meet on Tuesday – but an informal meeting is encouraged. Interim meetings between now and Dallas will occur to move this guideline along.
- GPC 1.4 “Systems Manuals” ..... Gerry Kettler
  - Committee is moving swiftly to develop guideline and is finalizing content.
- Standard 202 “Commissioning Process Standard” ..... Gerry Kettler
  - Currently being formed up and contains representation from most all other societies.
  - TC 7.9 members have volunteered to work on writing the Guide.

### Other Committee Liaison Reports

- TRG 7 Tools for Sustainable O&M ..... Janice Peterson
  - No report
- Special Project Committee: Performance Measurement Protocols Dashboard ..... Gerry Kettler
  - No new information
- SSPC-62 “Ventilation for Acceptable IAQ” ..... Elia Sterling
  - No report
- SPC-90.1 “Energy Efficient Design of New Buildings” .....
  - Need a Corresponding Member Volunteer for this Liaison Report
- SPC-111 “Testing and Balancing for New Buildings” ..... Gerry Kettler
  - Standard 111-2008 “Practices for Measurement, Testing, Adjusting, and Balancing of Building Heating, Ventilation, Air-Conditioning, and Refrigeration Systems” is available for sale in ASHRAE's bookstore.
- SPC 180 “Inspection and Maintenance” ..... Carl Lawson
  - No report.
- GPC 11P “Control Components Testing” ..... Gerry Kettler
  - No new information.
- TC 7.8 “Owning and Operating Costs” .....
  - Need a Corresponding Member Volunteer for this Liaison Report
- TC 7.7 “Testing and Balancing” ..... Justin Garner
  - No Report.
- AEDG “Advanced Energy Design Guidelines” ..... Jay Enck
  - No report.
  - Dave Moser (PECI) advised that the recently completed Advanced Energy Retrofit Guides, for Office and Retail Buildings, are also available for free download from DOE's website
- Guideline on Integrated Building Design and Maintenance..... J. R. Anderson
  - No new information.

### Other Association Reports

- BCA..... Gerry Kettler
  - New “Best Practices” final version is available on BCA's web site.
- NEBB:..... Jim Bochat
  - No Report
- ACG ..... Justin Garner
  - A new Certification for Energy Auditing is being developed.
- USGBC ..... Jay Enck

# TC 7.9 Meeting Minutes

Sunday, June 24, 2012

San Antonio, Texas

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- There is an existing issue concerning the requirement that a commissioning team be lead by a licensed Professional Engineer. This issue is under study but has not yet advanced into formal consideration.
- CCC..... Dave Moser
  - Upcoming meetings are listed at [www.cacx.org](http://www.cacx.org). Slides and recordings for past meetings are also available there. Example of past topics are:
    - BECx & Building Air Tightness.
    - Fine line between Maintenance and Existing Building Commissioning.
    - Monitoring-based Commissioning: Continuous Performance Investigation and Evaluation.
  - Next web meeting scheduled for August 9, 2012. Focus os on HVAC technologies. You can register at [www.cacx.org](http://www.cacx.org).
  - New resources available at [www.cacx.org](http://www.cacx.org):
    - Update to ECAM (Energy Charting and Metrics) software tool.
      - Tool to analyze trend data and utility interval meter data.
    - Guidelines for Verifying Savings from Commissioning Existing Buildings.
      - Published in February 2012.
    - Building Performance Tracking Handbook.
      - Published in 2011, a popular download.
  - CCC is active on LinkedIn. Numerous relevant discussions there.
- Standard 189..... Need Liaison
  - No Report.

## Old Business

- No Old Business.

## New Business

Gerry Kettler presented a Power Point presentation on “Commissioning Codes and Standards – A Comparison.”

## Next Meeting

See Administrative Matters Section above.

## Adjournment

It was moved and seconded for adjournment.

- Meeting adjourned at 5:00 P.M., CST

## Action Items

No Items.

## Motions

No Motions were made during the meeting.

**END OF MINUTES**

## Attachments

No Attachments.