

TC 7.9 Meeting Minutes

Sunday, June 29, 2014

Seattle, WA

Page 1 of 15

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

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 DATE January 2, 2015

TC/TG/TRG TITLE Building Commissioning

DATE OF MEETING June 29, 2014 LOCATION Seattle, WA

MEMBERS PRESENT	YEAR APPTD	MEMBERS ABSENT	YEAR APPTD	EX-OFFICIO MEMBERS AND ADDITIONAL ATTENDANCE
Walter Grondzik Chair	2010 - 14	David Allen	2010 - 14	William Mak – PCM (YEA)
Thomas Cappellin Vice Chair	2012 - 16	Abderrazak Alazazi	2010 - 14	Thomas Meyer - PCM
Mike Eardley Programs	2010 - 14	James Vallort	2013 -17	Joy Altweis - CM
Michael Amstadt (via online)	2013 - 17			Gary Andis - CM
David Bornside	2012 - 16			Alonzo Blalock – CM
Justin Garner (YEA)	2013 - 17			David Cantrill - CM
Lee Riback	2013 - 17			Richard Cassault - CM
Justin Seter	2013 -17			H. Jay Enck - CM
Stephen Wiggins	2013 - 17			John Gibbemeyer - CM
				Gerald Kettler - CM
				Roger Lautz - CM
				David Lewis - CM
				Thomas Schlachter – CM
Non-Voting Members Who Are Subcommittee Chairs				Reinhard Seidl - CM
Sarah Maston - Secretary		Present		Thurston Simonsen – CM
John Castelvevchi- Handbook		Present		Benjamin Skelton - CM
David Shipley – Research / Web		Present		Holly Townes – CM
J.R. Anderson - Liaison MTG		Present		Adrienne Thomle – Section Head
Breesa Rose Collyer – Hon & Awrd		Present		
				Jim Bochat - Guest
				Kristopher Brockles – Guest (YEA)
				Liz Fischer – Guest
				Norman Nelson – Guest

TC 7.9 Meeting Minutes

Sunday, June 29, 2014

Seattle, WA

Page 2 of 15

Bruce Pitts - Guest				
Paul Raschilla - Guest				
E. Mitchell Swann - Guest				
Michelle Tovar – Guest (YEA)				
Timothy Woerner - Guest				

DISTRIBUTION

<i>All Members of TC/TG/TRG plus the following:</i>	
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

TC 7.9 Meeting Minutes

Sunday, June 29, 2014

Seattle, WA

Page 3 of 15

Call To Order / Scope / Introduction

Walter Grondzik (Chair) called the meeting to order at 3:00 PM. All who were present provided self-introductions, including their name and affiliation.

Approval of the Agenda

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

Voting Member Roll Call

There were 9 members present out of a total of 12. A quorum of voting members was present for the meeting.

Approval of New York City Minutes

The draft minutes from NYC were reviewed. Motion was made and seconded to approve minutes as presented. Motion passed: 8 – 0 – 0 (Yea – Nay – Abstain). Chair not voting.

Society Liaison and Guest Presentation

Sarah Maston (CEC):

The Chicago & Atlanta Tracks are shown below. Let Sarah know if you have any questions/ comments:

2015 Chicago Winter Conference-Program Tracks

Track 1: Systems & Equipment

Track 2: Fundamentals & Applications

Track 3: Industrial Facilities

Track 4: Large Buildings: Mission Critical Facilities and Applications

Track 5: Energy Efficiency

Track 6: Life Safety

Track 7: Design of Energy and Water Efficient Systems

Track 8: Hospital Design and Codes

➤ All presentation files (PPT) due online – January 2, 2015

➤ Conference Website: <http://www.ashrae.org/chicago/>

2015 Atlanta Annual Conference-Program Tracks

Track 1: HVAC&R Systems and Equipment

Track 2: HVAC&R Fundamentals and Applications

Track 3: Research Summit

Track 4: Refrigeration

Track 5: Building Operation, Maintenance and Optimization/Commissioning

Track 6: Indoor Air Quality

Track 7: Modeling throughout the Building Life Cycle

Track 8: High Performance Buildings

Track 9: Moving Advanced Energy Design Guidance to the Mainstream

➤ Conference Paper Abstract Accept/Reject Notifications sent October 6, 2014

➤ Website Opens for Seminar, Forum and Workshop Proposals on January 5, 2015

➤ Final Conference Papers Submitted for Review due January 5, 2015

➤ Conference Website: <http://www.ashrae.org/atlanta/>

TC 7.9 Meeting Minutes

Sunday, June 29, 2014

Seattle, WA

Page 4 of 15

ASHRAE Administrative Matters / Issues for TC Chairs Breakfast

1. 14-15 Rosters Access & Distribution

Remember, the current 2013-2014 roster for your TC, TG or MTG is in effect until after the June meeting this year – through Wednesday, July 2nd.

By now, each TC, TG and MTG chair should have received a PDF & MS-Excel file of their new 2014-2015 roster from their Section Head for distribution to the committee. In addition, 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 & Conferences" tab in the header, click on "My 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 "Update Your Bio / View or Edit Your Profile" link. Now, you should see your current "bio info". Click on "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.

The Provisional Corresponding Member position is a relatively new position on TC/TG/TRG rosters. This position allows potential new members to be added by staff to the committee roster any time a request for membership is made by an individual. The position has a 2-year term on the committee. Staff will notify the chair and reissue a new roster to the committee chair any time a provisional member is added. The TC/TG/TRG chair has the option each year during the regular roster update process to convert provisional CMs that have been active participants on the committee the past year into regular CMs or voting members or drop them. If no action is taken, they will time expire from the roster and be removed by staff.

2. Outstanding TC Award – NEW!

TAC has developed a new award call the Outstanding Technical Committee Award. The purpose of the award is to recognize, annually, a single Technical Committee within each TAC Section that has the highest measured performance based on a set of weighted criteria as compared to other TCs within that same Section. The goal of this award is to reward TCs for the behaviors and activities that further the goals of TAC and exhibit excellence in the operation of a technical committee. The criterion used is a point system with values assigned to various metrics and activities, which are collected through an updated TC activity form. The award will serve to heighten TC Chair and committee member awareness of what activities are valued to encourage improved performance, and foster friendly competition between TCs within a Section.

3. TC/TG/TRG Chair's Training Workshop Reminder

Sunday June 29, 9:45-10:45a in Room #608 (6th floor) in the Washington State Convention Center. This session will be a repeat of the same content that was presented on 6/20 via a webinar for individuals that could not make that webinar. As with the Breakfast meeting, both the Chair and Vice-Chair are expected to attend if they did not attend the webinar; attendance will be tracked so that we can assess who has been trained. Bring questions - if you need an answer, it's quite likely others also need the same answer. We are also interested in hearing your feedback if you attended the webinar. The main focus of this particular workshop will be the voting process and how to use the new activity form.

4. Location of Section Head Mailboxes at this Society meeting & Free WiFi Access at this Society meeting

Mailboxes are located just outside ASHRAE Headquarters Office (Issaquah Room – 3rd Floor – Sheraton Seattle Hotel).

Also, Internet access and computers for e-mail are available in the Cyber Café located in the registration area during operating hours. Please be considerate to others and limit your usage to five minutes. Within the convention center there are free Wi-Fi hot spots. Level 1 in the seating area near the Seattle Visitors Center; Level 2 in the International Meeting Place and Level 4 in the seating areas near Subway and Tougo.

Internet is also available complimentary in your sleeping room in the Sheraton.

Wireless internet will be available in all meeting rooms at the Sheraton. ASHRAE will be working with the internet provider to manage the bandwidth so that member expectations of accessibility and speed are fulfilled. We would like to request that everyone limit their usage to functions that do not use excessive bandwidth such as Facebook, YouTube, streaming video, etc. Access code is **ASHRAE2014** and the code is case sensitive.

5. Useful TC/TG/TRG/MTG Chair Information and forms on ASHRAE website

TC 7.9 Meeting Minutes

Sunday, June 29, 2014

Seattle, WA

Page 5 of 15

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/tcs>

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.

6. 2014-2015 Hightower Award Nomination Process and Deadline

Nominations for the 2014-2015 George B. Hightower Technical Achievement Award are due to you Section Head by **September 1, 2014**. The award recognizes outstanding technical leadership and contributions on a TC/TG/TRG during the past four years, 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/tcs>

2014-2015 Service to ASHRAE Research Award Nomination Process and Deadline

Nominations for the 2014-2015 Service to ASHRAE Research Award for TC volunteer efforts in research are due to RAC research liaison by **September 30, 2014**. 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/research>

7. New MTGs that have been formed

TAC approved the formation of the following new Multidisciplinary Task Group (MTG):

MTG.BD, Building Dampness

Scope: MTG.BD will develop a definition of a damp building and an assessment protocol to assess building dampness in accordance with Recommendation #3 of the ASHRAE Board of Directors' 2013 position document titled *Limiting Indoor Mold and Dampness in Buildings*. The group will also propose research to test the practicality, utility and cost-effectiveness of the protocol, and oversee that research if such is approved. The MTG will publish the protocol in ASHRAE transactions for use as appropriate by the building professions, the public health community and by the public at large.

The chair and vice chair of the MTG is Lew Harriman and Brad Stanley, respectively.

For more information on this MTG and the six other MTGs, please go to the MTG section on the following web page: <http://www.ashrae.org/tcs>

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.

8. Employment Discipline added to ASHRAE BIO Online Input Form

A new input field titled Employment Discipline has been added to the ASHRAE online member (BIO) graphical input form and **TAC would like ALL TC members to self-declare their employment discipline prior to the start of the new Society year on July 1, 2014** by going to the Members Only section

(<https://eweb.ashrae.org/eweb/DynamicPage.aspx?Site=ASHRAE&WebKey=8396a37a-9fc2-4f50-9332-5eebebe73494>) and enter their employment discipline information. The link should take you directly to the screen, which is located under demographics.

You will need your login and password to enter. Employment Discipline is located in the third section.

TC 7.9 Meeting Minutes

Sunday, June 29, 2014

Seattle, WA

Page 6 of 15

Employment Discipline

category: Government and Organizations

discipline: Not-for-Profit Organization (USGBC, Habitat, etc.)

Once you have made the necessary updates, save the changes and logout.

Employment Disciplines:

Academic

Academic - Professor/Staff

Academic – Student

Government and Organizations

Government - Federal (e.g., DOE, EPA, USDA)

Government - National Lab (e.g., ORNL, NIST)

Government - Local (e.g., city or state governments)

Not-for-Profit Organization (USGBC, Habitat for Humanity, etc.)

Trade Association (ACCA, SMACNA, etc.)

Building Industry

Architect

Building Owner / Management Firm

Consultant

Contractor

Designer

Facilities Manager/Operator

Manufacturing Industry

Manufacturer

Manufacturer

Manufacturer – Sales

Manufacturer’s Representative

Other

Model Code Organization

Retired

Utility

Other

Thus far, approximately **28%** of TC Members have declared their discipline.

9. E&P Beta Test #6 TC meetings being Held in Seattle

The 6th beta test of Electronic and Present (E&P) meetings, which allows some TC members to participate in the TC meeting from a remote location electronically, will occur in Seattle and the following nine TCs have agreed to participate in this test: TC 1.5, TC 2.2, TC 7.9, TC 4.2 (RP-1561 PMS), TC 8.4, TC 8.8, TC 9.2, TC 9.3 (RP-1603 PMS), and TC 9.9.

The chairs of those TCs participating should provide to their Section Head feedback on their E&P meeting experience before TAC meets on Wednesday morning, 7/2.

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

TC 7.9 Meeting Minutes

Sunday, June 29, 2014

Seattle, WA

Page 7 of 15

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 & Expositions Committee (CEC) in developing technical content for future technical programs.

TC Program Subcommittee Chair Training in Seattle

Please notify your program subcommittee chair that CEC will be offering training to them as follows in Seattle: Tuesday, 6/29, 11:15 a.m. – Noon, Room 614, (Sixth Floor) Washington State Convention Center.

11. CEC Seeks Program Track Ideas for the Orlando 2016 meeting and Beyond

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 Orlando 2016 meeting next year and annual and winter conferences beyond as well as topics for specialty conferences from TC members. Please submit your suggestions to ASHRAE Staff member Tony Giometti (Giometti@ashrae.org)

12. Report on TC/TG/TRG websites in Section (SHs need to report to TCs which sites are not up to date.)

Is your committee website up to date? If not, please ask your webmaster to at least post the latest minutes and the Seattle meeting times and agenda. If your website has been neglected, add an action item for this meeting to appoint a responsible member of the TC/TG/TRG who will bring it back to life. This form of communication is critical to the efficient operation of your committee, and for attracting new members.

TAC and the Electronic Communications Committee (ECC) recently posted a webinar recording on how to set-up and maintain a basic TC website using the ASHRAE server and TC website template at the following link:

<http://media.ashrae.biz/webinar/TrainingWebinar.avi>

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

Potential new members for your committee have been encouraged to drop-by your meeting in Seattle. 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.

14. Thank You Letters to Employers

ASHRAE President – William Bahnfleth – 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 2013-2014. 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. Please let your committee members know that they will be receiving an email about employer thank you letters in early July with details on how to request a thank you letter.

15. 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 or MORTS@ashrae.net

16. Upcoming Program Dates & Atlanta Program Tracks

Chicago Meeting - January 24 - 28, 2015

- **Seminar and Forum proposals for Chicago are due by Monday, August 11, 2014.** Please visit the following site to submit your proposal: <http://ashraem.confex.com/ashrae/w15/cfp.cgi>

TC 7.9 Meeting Minutes

Sunday, June 29, 2014

Seattle, WA

Page 8 of 15

Atlanta Meeting - June 27 – July 1, 2015

- Conference Paper Abstracts Due are due September 22, 2014
- Technical Papers initial drafts due September 22, 2014
- Conference Paper Abstract Accept/Reject Notifications sent October 6, 2014
- Website Opens for Seminar, Forum and Workshop Proposals on January 5, 2015
- Final Conference Papers Submitted for Review due January 5, 2015
- Conference Website: <http://www.ashrae.org/atlanta/>

Program Focus at Atlanta Annual Conference

- Track 1: HVAC&R Systems and Equipment
This track solicits papers and presentations on all aspects of HVAC&R Systems and Equipment. Efficiency is always important, so information on new and improved equipment and systems offering improved efficiency is particularly welcome.
- Track 2: HVAC&R Fundamentals and Applications
Fundamental information and applications of fundamentals related to all aspects of HVAC&R are welcome. This can range from fundamental psychometrics to combustion, system and envelope fundamentals and beyond.
- Track 3: Research Summit
This track will continue the highly successful Research Summit tracks pioneered at Denver and Seattle. Research results related to any aspect of heating, cooling and other energy uses in buildings are solicited.
- Track 4: Refrigeration
Refrigeration is a critical element of modern life, from preserving our food to maintaining comfort. The ozone depleting potential of the older refrigerants has led to adoption of non-ozone depleting refrigerants, with the focus now shifting to refrigerants with low global warming potential. These factors when combined with multiple drivers toward energy efficiency may lead to a diverse set of different refrigerants and processes for different cooling applications. This track will have presentations and papers from all areas of refrigeration and will particularly explore related technologies that will reduce the use of traditional refrigerants including evaporative cooling and desiccants.
- Track 5: Building Operation, Maintenance and Optimization/Commissioning
Operation and maintenance have always accounted for a major portion of building expenses and a much smaller level of engineering effort aimed at controlling these expenses. Over the last one to two decades, there has been an increasing realization that real engineering applied to operation, maintenance and operational optimization or “commissioning” can bring increased comfort and offers huge financial returns. This track solicits papers and presentations related to any and all aspects of this topic.
- Track 6: Indoor Air Quality
Indoor air quality has become a vital consideration during all phases of a building’s life. It is closely linked to comfort and to occupant satisfaction, productivity and health. This track seeks presentations and papers that explore these links, particularly in ways that make the case for high levels of indoor air quality compelling to building owners.
- Track 7: Modeling throughout the Building Life Cycle
Modeling was originally concerned primarily with building and system design specifications. The demands of energy efficient operation brought about the need for modeling of part-load operation for a variety of off-design conditions. The explosion of computational capacity and data collection capability is rapidly expanding the scope, complexity and practical applications of modeling both during design, but even more so for fault detection, diagnostics and operational optimization. Thirty years ago, people were dreaming of doing some of the things that Building Information Modeling is now bringing to reality. Presentations and papers are solicited related to all aspects of building modeling, with a particular interest in successful applications that have extended modeling into operational phases of the building life cycle.
- Track 8: High Performance Buildings

TC 7.9 Meeting Minutes

Sunday, June 29, 2014

Seattle, WA

Page 9 of 15

This track seeks papers and presentations on the design and measured performance of high performance commercial and industrial buildings in North America and around the world. There are numerous examples of buildings designed for high performance that have fallen considerably short of the design intent and papers that identify reasons for these shortfalls are of particular interest.

- **Track 9: Moving Advanced Energy Design Guidance to the Mainstream**

This track focuses on the Advanced Energy Design Guides, with a circulation of over 500,000, and other like methods for reaching a broad audience with advanced energy efficiency. The target is a 50% reduction in energy. Papers and sessions focus on methods for using the guides including actual building case studies, educational curriculum, and other documented uses to move the market towards energy efficiency. Also, papers and sessions focus on the methods to create the guidance.

For more information, go to: www.ashrae.org/atlanta

17. Retiring TC/TG/TRG Chair Certificates

TC chairs that are completing their terms as chair at this Society meeting will be presented with a certificate of appreciation. Please coordinate with your Section Head as to when and where at the meeting you would like to be presented with the certificate (Section meeting or TC meeting).

18. Request for each technical committee to briefly review ASHRAE Code of Ethics at start of TC meeting

See the following link for the latest version of the ASHRAE Code of Ethics:

<https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics> A hardcopy of the ethics is also attached to this document.

19. New TAC Presentation template for TC members to use with local Chapter

The new presentation template allows TC members, without a lot of effort, to give a presentation to their local chapter on TAC and the TCs in general and to also customize a few slides with information specific to their own TC or TCs. The template is posted now on the Technical Committee page of the ASHRAE website for download.

20. TC Involvement in ASHRAE Standard and Guideline Development Process is Encouraged

Standards Committee would like to encourage involvement by the TCs in the development of ASHRAE standards and guidelines. There are many ways that members can get involved in the standards process. This includes becoming members of the project committees, reviewing documents when they have been issued for public review, attending project committee meetings as interested parties, signing up for the Standards Action listserve or requesting the appointment of a TC liaison to the project committee. Standards Committee highly recommends that at least one member of each TC sign up to follow the Standards Action listserve to monitor progress of standards and guidelines of interest to the TCs. To sign up for the Standards Action listserve please go to <https://www.ashrae.org/resources--publications/free-resources/listserves>. For additional information on interactions between TCs and PCs please see the training presentation posted here: <https://www.ashrae.org/standards-research--technology/technical-committees>.

21. New TC Activity Form

TAC has developed a new TC activity form that they would like all TCs to use at this meeting to report to their section head. Section heads will provide electronic copies of the activity form to all TC chairs in section.

22. TC Master Calendar – Now Available through Google

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:

1. At the bottom of the calendar list on the left, click Add and select Add a friend's calendar.

TC 7.9 Meeting Minutes

Sunday, June 29, 2014

Seattle, WA

Page 10 of 15

2. 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:

1. Make sure you're using a supported operating system and Outlook version.
2. Download Google Calendar Sync (version 0.9.3.6) at http://dl.google.com/googlecalendarsync/GoogleCalendarSync_Installer.exe
3. 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.
4. Click OK to confirm that you're aware this is an executable file.
5. Read through the Google Calendar Sync Terms of Service, and click I Agree.
6. 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.

23. Upcoming Workshops and Conferences:

2014

- **13th International Conference on Indoor Air Quality and Climate (Indoor Air 2014)** – July 7 -12, 2014 – Hong Kong, China. Contact: <http://www.indoorair2014.org/>
- **Purdue University International Compressor Engineering, Refrigeration and Air Conditioning, and High Performance Buildings Conference** - Jul 14 - Jul 17, 2014 - Herrick Labs Purdue University West Lafayette, IN, USA, Contact: <https://engineering.purdue.edu/Herrick/Events/2014Conf>
- **CATAAR 2014** - September 10-12, 2014 – Centro Miguelete, Buenos Aires, ARGENTINA. Contact: <http://www.aafrio.org.ar/>
- **2014 ASHRAE/IBPSA-USA Building Simulation Conference** – September 10-12, 2014 – Atlanta, GA USA. Contact: www.ashrae.org/Simulation2014.
- **ICEBO 2014 (Int'l Conference for Enhanced Building Operations)** - September 14 – 17, 2014 - Tsinghua University; Beijing, CHINA. Contact: <http://icebo.tamu.edu/home>
- **AHR Expo-Mexico 2014** - September 23 – 25, 2014 - Mexico City, Mexico. Contact: <http://www.ahexpomexico.com/eng/>
- **International Conference on Efficient Building Design: Materials and HVAC Equipment Technologies** — October 02 - 03, 2014 | Beirut, Lebanon. Contact: <https://www.ashrae.org/Beirut2014>
- **ROOMVENT 2014** - October 19 - Oct 22 , 2014 - São Paulo, Brazil — Contact: <http://www.roomvent2014.com.br/>

2015

- **Advanced HVAC and Natural Gas Technologies** - May 6 – 8, 2015 - Radisson Blu Hotel, Riga, LATVIA – Contact: <http://www.rtu.lv/en/>
- **2015 HVACR & Mechanical Conference for Education Professionals** - May 6 – 8, 2015 - Baltimore, Maryland – Contact: <http://www.instructorworkshop.org/default.aspx>

TC 7.9 Meeting Minutes

Sunday, June 29, 2014

Seattle, WA

Page 11 of 15

- **ICR2015 (24th IIR International Congress of Refrigeration)** - August 16 – 22, 2015 - Yokohama, JAPAN – Contact: <http://www.icr2015.org/index.htm>
- **Cold Climate 2015** - October 20 – 23, 2015 - Dalian, CHINA – Contact: <http://www.coldclimate2015.org/>
- **11th International Conference on Industrial Ventilation** - October 26 – 28, 2015 - Shanghai, CHINA – Contact: <http://www.ventilation2015.org/>

2016

- **CLIMA 2016** - May 22 – 25, 2016 - Aalborg, DENMARK – Contact: <http://www.clima2016.org/welcome.aspx>

24. TAC Requests your feedback on new roster procedures

If you have any feedback on the new roster update procedures, please pass them on to your Section Head.

25. Survey your TC to develop a list of “how to” training modules which are needed.

TAC is developing short recorded training webinars for posting in the ASHRAE website.

26. TCs need to submit requests for E&P virtual meetings well in advance of Society meetings to assure best chance for participation.

Submit your E&P meeting request to Mike Vaughn (MORTS@ashrae.net)

27. Ask TCs to List Handbook chapters that TC has responsibility for and any specific issues or problems they have in making updates

28. REMIND: TC's to participate and post on ASHRAExchange.org

29. REMIND: Program Subcommittee chairs to attend training (7/1, 11:15a-12:00p, Room 614 (6, WSCC))

30. REMIND: Research Subcommittee chairs to attend breakfast (6/30, 6:30a-8:30a, Grand Ballroom C (2, Sheraton))

31. REMINDER: Draft TC agendas are to be sent at least 30 days prior to a meeting. Draft TC minutes are to be posted no later than 60 days after meeting.

Correspondence / Announcements

ASHRAE has initiated a new strategic plan. Copies of the plan are available in the registration area.

Society Liaisons

ASHRAE Webcast: In April 2015, a webcast on Existing Building Cx and Life Cycle Cost Analysis will be presented.

CTTC (Thursten Simonsen) spoke of a category in the technology awards for Existing Building Commissioning.

Rick Casault noted that the terms “Retro-Commissioning” and “Re-Commissioning” have been replaced by the phrase “Existing Building Commissioning”.

Sub-Committee Reports

- Membership..... Tom to appoint

TC 7.9 Meeting Minutes

Sunday, June 29, 2014

Seattle, WA

Page 12 of 15

- No report.
- Program Mike Eardley
 - Mike will be stepping down shortly- Steve Wiggins to be new chair.
 - At this meeting, the TC sponsored Seminar #19, CPS #9, CPS #15, and Seminar #40.
 - Looking into programs for Healthcare Cx, documents for Building Operations, Workshop on User Manuals, and Remote Cx.
- Research David Shipley
 - Met yesterday, had seven people attend
 - Current RTAR's/WS's in the works include the following topics:
 - Utilization of Random Sampling (Jay Enck); Impact of Cx HVAC Systems on LCC (Natascha Milesi-Ferretti); Human Factors in Operations-Phase Commissioning (Michael Bobker).
 - Check the Research section of the TC website for updates!
 - Dave would like to suggest that the Programs sub and Research sub meet sequentially, if possible.
- Handbook (Applications, Ch 42)..... John Castelvechi
 - Chapter was sent to voting members with "track changes" mode on.
 - John will be stepping down as chair, John Gibbemeyer to be new chair.
- Long Range Planning Gerry Kettler
 - The Commissioning Process now has a national standard, ASHRAE 202-2013, The Commissioning Process for Buildings and Systems. This standard has been approved and entered into continuous maintenance.
 - Existing Building Guidelines: 0.2, 1.2, 1.3
 - Strategic Guide to Commissioning- published by ASHRAE
 - International Code Council- Green Code & Energy Code both require Commissioning, also developing Commissioning Standard
 - Need an adhoc group to reach out to other groups in ASHRAE and other organizations.
- Standards JR Anderson
 - Standard 202 is out now.
 - Took a straw poll to have STD 202 go to continuous maintenance. Result was "yes".
- Web Site David Shipley
 - Site is currently up to date pending receipt of new material.
 - Oldest TC website- listing of sponsored programs since 1997; meeting minutes since 1994.
- Journal and Insights/International Thursten Simonsen
 - Need a Corresponding Member Volunteer for this Subcommittee Report
- Honors & Awards Breesa Collyer
 - Jim Vallort & Tom Cappellin received Distinguished Service Award.

Cognizant Committee Liaison Reports

- Commissioning Certification Gerry Kettler
 - Lots of confusion ongoing.
 - ALI Guideline Course w/ Walter Grondzik
 - Cx Process for New & Existing Buildings w/ Rick Casault
 - Building Envelope Cx w/ Jay Enck
 - New course on Standard 202?
- SGPC 0 "The Commissioning Process" &
SGPC 1 "HVAC&R System Commissioning" Tom Meyer
 - Changes coming due to publishing of Standard 202- guideline still applicable?
- GPC 0.2 "Commissioning of Existing Buildings" Tom Cappellin
 - Voted on comments received. Some changes. Will go out for public review again.
- GPC 1.2 "Commissioning of Existing HVAC&R Systems" Tom Cappellin
 - Review by committee by next meeting.

TC 7.9 Meeting Minutes

Sunday, June 29, 2014

Seattle, WA

Page 13 of 15

- GPC 1.3 “O&M Training for HVAC&R Commissioning”..... Walter Grondzik
 - Progress ongoing.
 - Meeting on Tuesday from 1-5pm.
- GPC 1.4 “Systems Manuals”..... Gerry Kettler/ H. Jay Enck
 - Complete. To be reviewed by BOD on Wednesday?
- Standard 202 “Commissioning Process Standard”..... Gerry Kettler
 - Approved.

Other Committee Liaison Reports

- SSPC-62 “Ventilation for Acceptable IAQ”
 - No report
- SPC-90.1 “Energy Efficient Design of New Buildings” H. Jay Enck
 - Haven’t defined specifics on Cx yet.
- SPC-111 “Testing and Balancing for New Buildings Justin Garner
 - Substantial revision w/ handbook moving along.
- SPC 180 “Inspection and Maintenance” TBD
 - No report.
- GPC 11P “Control Components Testing” Thomas Schlachter/ Gerry Kettler
 - No report.
- TC 7.1 “Integrated Building Design” David Allen
 - No report.
- TC 7.3 “Operation and Maintenance Management”.....Thurston Simonsen
 - Rewriting guideline 1.4.
- TC 7.7 “Testing and Balancing” Justin Garner
 - PI control valves session tomorrow.
- TC 7.8 “Owning and Operating Costs”..... Lee Riback
 - No report.
- TC 9.6 “Healthcare” Tom Adams ASHE
 - No report.
- TRG 7 Tools for Sustainable O&M Janice Peterson
 - No report
- SPC: Performance Measurement Protocols Dashboard Bruce Hunn
 - Alpha review
- AEDG “Advanced Energy Design Guidelines” Jay Enck
 - Going to 75%
 - 500,000 copies of AEDGs have sold.
- Guideline on Integrated Building Design and Maintenance.....
 - No report.
- MTGs (EAS; BIM) JR Anderson (EAS)/ TBD (BIM)
 - No report.
 - Propose a MTG to address O&M activities that impact HVAC efficiencies. Also a vote to be a member of that MTG. Tom Meyer to be the voting member; Holly Townes alternate.

TC 7.9 Meeting Minutes

Sunday, June 29, 2014

Seattle, WA

Page 14 of 15

Other Association Reports

- BCA Liz Fisher
 - Rewriting handbook. Best practices being revised to include Standard 202.
 - Classes coming up.
 - Had 250 attendees at convention in Hartford.
- NEBB:..... Jim Bochet
 - Offering building envelope testing
 - Energy calculation handbook for existing buildings.
 - Recertification of technical training.
- ACG Jim Magee
 - Had 350 attendees at their meeting in Las Vegas.
 - Cx Energy new year in April.
 - ACG would support DASH.
- USGBC H. Jay Enck
 - LEED v4 now available.
 - LEED v5 may be real-time plaque?
- Cx Unification H. Jay Enck
 - NIBS organized Cx leadership council with BOMA, AIA, NFPA, ASTM, SMACNA
 - Training is an important issue.
 - Helping with Cx in Whole Building Design Guide
- CCC..... Dave Moser
 - As of July 1st, design phase Cx required in CA.
 - Website has presentations.
- Living Building Challenge JR Anderson
 - Technical plenary – standing room only.
 - Performance based; no points until 1-year performance
- ASHRAE Position document on CX..... Billy Austin
 - Tabled. Not approved.
- ICC 1000 (Standard for Commissioning)..... Gerry Kettler
 - Meeting tomorrow in Seneca Room, 8am-12pm.
- Standard 189..... Need Liaison
 - No Report.

Old Business

- Volunteer Liaison for Standard 189... did we do this? I have no record...

New Business

- None

Next Meeting

Sunday, January 25, 2015 @ 3pm

TC 7.9 Meeting Minutes

Sunday, June 29, 2014

Seattle, WA

Page 15 of 15

Adjournment

It was moved and seconded for adjournment.

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

Action Items

No Items.

Motions

Meeting minutes for New York City were approved.

Proposed a MTG to address O&M activities that impact HVAC efficiencies. Also a vote to be a member of that MTG. Tom Meyer to be the voting member; Holly Townes alternate.

END OF MINUTES

Attachments

No Attachments.