

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

1791 Tullie Circle, NE | Atlanta, GA 30329
(404) 636-8400

TC MINUTES COVER SHEET

T.C. NO. **7.9**DATE OF MEETING: **January 22, 2006**T.C. TITLE: **Commissioning**LOCATION: **Chicago, IL**

PRESENT				
VOTING	APPTD	NONVOTING	APPTD	NONMEMBERS
J. R. Anderson	05	Patrick Carpenter	04	Costas Balaras
David Bevirt	05	Ben Crowley	05	Thomas Cappellin
David Bornside	05	Jay Enck	01	Mike Dolm
Barry Bridges	03	Eric Jenison	00	Bob Linder
Rick Cassault	05	Carl Lawson	02	Chris Miller
John Castelvechi	03	James Persaud	04	
Timothy Corbett	02	John Rieke	99	Paul Levy
Walter Grondzik	05	Raul Webb	05	Michael Burgess
Stephen Hanser	04			Goeff Hempel
Gerald Kettler	04			Bill Pienta
Charles Kieffer	05			Nojislav Novakovic
Rodney Lewis	03	Charlie Culp	02	Zopltan Magyar
William McCartney	05	Kristin Heinemeier	05	Raj Kapoor
Andy Nolfo	04			David Ward
Ken Peet	04			David Claridge
Richard Rose	05			
Elia Sterling	05			
Jeff Traylor	02			
Janice Petersen	04			

DISTRIBUTION

ALL VOTING MEMBERS, NON-VOTING MEMBERS, CURRENT GUESTS, AND LIAISONS

Anderson	Joseph	CTTC Liason	
Brickman	Harvey	Handbook Liason	
De Bullet	Julian	Professional Development Comm	
Ferguson	Kimball	Special Pubs Liason	
Hermans	Richard	Standards Liason	
Hughes	Patrick	RAC Research Liason	
Klock	William	Program Liason	
Peterson	Janice	TAC Section Head	
Ramspeck	Claire B.	Staff Liason (Standards)	
Reeves	George	Standards Liason	
Schambach	Frank	Program Liason	
Vaughn	Michael .	Staff Liason/Resch/Tech Svcs	

ASHRAE T.C. 7.9 ACTIVITIES SHEET

CHAIR: Gerald (Jerry) Kettler
 VICE CHAIR: Kristin Heinemeier
 SECRETARY: J. R. Anderson

TC MEETING SCHEDULE

<i>Location - Past 12 months</i>	<i>Date</i>	<i>Location - Next 12 months</i>	<i>Date</i>
Orlando	1/05	Chicago	1/06
Denver	6/05	Quebec City	6/06

TC SUBCOMMITTEES

<u>Function</u>	<u>Chairman</u>
Handbook	Charlie Culp
Program	Richard Rose
Membership	Elia Sterling
Research	Dave Shipley / Ken Peet
Long Range Planning	Jerry Kettler
Standards	Rodney Lewis
Commissioning Guideline(s)	Jeff Traylor
Web Master	Dave Shipley
Journal/Insights	Unassigned

RESEARCH PROJECTS – Current

Number Title

1247-TRP The review by the PMS of the progress indicated a few problems of collecting the data. Three people came to the meeting. They requested a no cost extension for one year. The data being collected will be put up on the web page for others to review. There is more work to be done. Rodney made the motion and Elia 2nd it that the report be accepted as presented.

LONG RANGE RESEARCH PLAN

Priority	Title	Author	Notes
	For more detail information on additional plans the research		
	Subcommittee has a more comprehensive report.		

STANDARDS ACTIVITIES

Guideline 1-1996R still under revision.

A standing Committee for the Commissioning Process(SPC 0) has been established. They are intended to be the oversight committee for everything associated with the Commissioning Process. See Jeff Traylor if you want to participate as a member.

TECHNICAL PAPERS

From sponsored research - none

From other sources - unknown

PROGRAMS**TC SPONSORED SYMPOSIA** (Past 2 years, **present** and *planned*);

Cx Starts with Design Intent	Walter Grondzik	06/02
Cx Specialty Facilities	Carl Lawson	01/03
Hi-Tech Facility Cx	Richard Rose	06/05
<i>Software Tools for Building Commissioning</i>	<i>John House</i>	<i>06/06</i>

TC SPONSORED SEMINARS (Past 2 years, **present** and *planned*)

Impact of Cx on Commercial Markets	Andy Nolfo	01/03
Cx Specialty Facilities	Carl Lawson	01/03
Cx Life Safety Systems	Carl Lawson	06/03
Impact of Total Building Cx	Carl Lawson	01/04
Cx is More than FPT	Rich Rose	01/04
Retrocommissioning	Andy Nolfo	06/04
Training of Commissioning Authorities	Gerald Kettler	02/05
How ASHRAE's Guideline on Commissioning is Changing	Walter Grondzik	02/05
How to Comply With ASHRAE 62.1-2004	Eli Howard	02/05
Factors in Commissioning DDC systems	Rodney Lewis	06/05
Preventing Train Wrecks in Underfloor Distribution Systems	Karl Stum	01/06
<i>Small Building Systems Session</i>	<i>Rich Rose</i>	<i>06/06</i>

TC SPONSORED FORUMS (Past 2 years, **present** and *planned*)

Persistence of Savings for Central Systems	Ken Peet	06/03
The Commissioning Handbook Chapter: Last Chance for Input	Charles Culp	06/05
<i>Guideline #30-Commissioning HVAC in Existing Buildings</i>	<i>Jerry Kettler</i>	<i>06/06</i>
<i>Guideline #31- Training Building Operators during the Commissioning Process</i>	<i>Jerry Kettler</i>	<i>01/07</i>

PROGRAM PLAN: (See Above and attached)

JOURNAL PUBLICATIONS (Past 3 years, present and planned) - unknown

MEETING MINUTES – Sunday, Jan 22, 2006

ASHRAE T.C. 7.9 - Commissioning Chicago, IL

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1. The meeting was called to order at 3:01 pm by Chairman Kettler
 2. Self introductions were conducted.
 3. Attendance sheets were distributed, and roll was taken: 20 out of 21 Voting members in attendance. The roster from the July 1, 2005 ASHRAE records were checked to confirm the voting members as shown on the spreadsheet sign in record were correct. Corrects were made the Kristin Heinemeier and Charlie Culp were non-voting members as of the January meeting.
 4. Vice Chairman Comments: none.
 5. Agenda was reviewed and no additions were made.
 6. **Motion** was made and seconded to approve minutes from Denver subject to checking on the voting members as noted above. (Nolfo/Corbett, 20/0/0)
 7. Administrative matters:
Jerry Kettler brought forth some comments from the TC breakfast meeting. There is change for the Quebec city meeting in that the Programs from 2 hours to 1-1/2 hours. Reasoning is that more Programs can be scheduled and the Speakers might be easier to obtain. On-line review of programs to be done ahead of time.

Webmaster training to be available at the meeting.

The Hightower Award given to George Briley and to be presented at the Section 10 meeting.

Greenbuild programs request for speakers was brought up. TC 7.9 to address the potential of submitting speakers for the conference.

The CTTC new Committee function was explained by J. R. Anderson and other participating members of the committee. The Satellite Broadcast programs are sponsored by this committee. The subjects for the Broadcasts are varied each year. Commissioning might be a possibility, such as Retro-Commissioning. The DL program is also administered by this committee and candidates for DL's can be recommended by the TC's.

Electronic Communications Committee is active. There will be one place for a

member's information. Timing is from April 06 to April 07. Other developments include web conferencing.
The email for the chair is tc0709@ashrae.org.

SUBCOMMITTEE REPORTS

8. **Membership committee:** There have been several requests for membership Elia Sterling to follow up.
9. **Program Committee:** See attached report for more details. A motion was made by Jeff Traylor and 2nd by Dave Bievert that the program report be approved. Passed 20 /0 /0
There seems to be a conflict with programs and TC meeting times. Rodney Lewis made a motion with a 2nd by Walter Grondzik that the Chair send a letter on behalf of the TC expressing dissatisfaction with the change in schedule. Passed 20 /0 /0
10. **Research Committee:** See attached report.
1274 project being followed by Ken Peet. Current reports are on the project website. A link will be provided from the TC website.
More details from the committee meeting minutes attached.
Vote to accept report: Jeff Traylor with Andy Nolfo 2nd 19/0/0
11. **Handbook Committee:** the committee reviewed the comments received.
Definitions were modified to comply with Guideline 0. Rick Casault's comments were also reviewed and decided to leave the document as written as a result. Ken Peet made the motion and Jeff Traylor 2nd the motion to table the final vote until some last minute modifications could be made. Following the changes a motion was then made to remove the document voting from tabling. The roll call vote to accept the Handbook Chapter as final revised was made with the result 18-0-0-2
12. **Long Range Planning Committee:** Jerry discussed the formation of the standing committee for commissioning (SPC 0). This are intended to be the oversight committee for all commissioning process documentation of guides and or standards.
13. **Journal/Insights:** Larry Fisher had a conflict and has resigned from the committee.
No replacement attending.

LIAISON REPORTS

14. *Handbook:* Harvey Brickman reported that four proposals for the handbook choice will be offered. Some options may include a cost factor. The update cycle changes will be based on the type of method of publication. The CD plus method will not be in the print copy. Also it will be more comprehensive as far as technology. The handbook and the CD version will be updated every four years.

15. *Standards*

Rodney Lewis comments: no comments

SSPC -62 Ventilation for Acceptable IAQ A change to be made from Eli Howard to Elia Sterling, A task group has been appointed to create a code language version. There will be no procedure for ASHRAE members to comment. Elia made a motion 2nd by Walter Grondzik that code documents developed by ASHRAE be reviewed. Motion passed 20 /0/ 0. The chair to write a letter confirming this action.

GPC-4 No comments per Jerry Kettler.

GPC-11P Control Components testing. Per Jerry Kettler, graphics issues to be cleared up before the document is completed.

SPC-90.1 Energy Efficient Design of New Building. Cedric Truman—no comments.

SPC-111 Testing and Balancing for HVAC Jerry Kettler –no comments.

SPC-180 inspection and maintenance Per Carl Lawson moving ahead for public comment period.

TC 7.8 Owning and Operating costs Per Barry Bridges the research project for data collection needs additional funding for providing a graphical data conversion. Further action on hold.

TC 7.7 Testing and Balancing Rodney Lewis –no comments.

BCA: Kristin Heineimeier. No comments

California Commissioning Collaborative: No comments

USBGC: Jay Enck commented that LEED NC 2.2 is approved and operational NEBB Andy Nolfo reported that the new publication on commissioning is out and in the bookstore.

BUSINESS

17. Old Business: Proposed commissioning additional guidelines in process
18. New Business: Proposed ASHRAE Standard on Evaluating Energy Efficient Buildings, Jerry reviewed the new Scoping Study: Protocols for Measuring and Reporting the On-site Performance of Buildings Except Low-Rise Residential Buildings.
19. The next TC7.9 Committee meeting will Sunday Jun 26, 2006, at 3 PM in Quebec City, Canada.
20. **Motion** to adjourn was made at 5:01 pm and passed by acclamation.

—END OF REPORT—

ATTACHMENTS

Program Committee Report .

Research Committee Report .