

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND  
 AIR CONDITIONING ENGINEERS, INC.  
 1791 Tullie Circle, NE I Atlanta, GA 30329  
 (404) 636-8400

TC MINUTES COVER

T.C. NO. **9.9**

T.C. TITLE: **Commissioning**

DATE OF MEETING: **June 23, 2002**

LOCATION: **Honolulu, HI**

VOTING MEMBER PRESENT	YEAR APPTD	VOTING MEMBERS ABSENT	YEAR APPTD	EX-OFFICIO MEMBERS and ADDITIONAL ATTENDANCE
Andy Nolfo	01	David Shipley	99	James Persawd
Janice Peterson	01	Karl Stum	99	James Persalli
Carl Lawson	98	Preston Twa	98	Mary Ann Piette
Jerry Kettler	99	J R Anderson	00	Virgil Seribo
Michael King	99	Antoine Dammous	01	Chad Grindle
Kristin Heinemeier	01	Jean Visier	01	David Eastwood
Richard Rose	00			Mingsheng Liu
Elia Sterling	99			Jeffrey Stein
Thomas Cappellin	00			Roy Wilson
Richard Casault	99			Goeff Levermore
Charles Culp	01			
Walter Grondzik	99			
Eli Howard	99			
Kenneth Peet	99			

NONVOTING MEMBERS PRESENT

David Bivert	01
Rodney Lewis	99
David Bornside	01
John Castelvechchi	99
Tim Corbett	00
Larry Fisher	98
Kenneth Fulk	00
Harvey Brickman	96
John Rieke	99
Jeff Traylor	99

NONVOTING MEMBERS ABSENT

Hollace Bailey	99
Henry Vance	01
Barry Bridges	98
David Butler	99
Wayne Dunn	01
Harry Enck	01
Stephen Hanser	98
James Harrison	99
Phillip Haves	98
George Hightower	00
Eric Jenson	00

NONVOTING MEMBERS ABSENT

Charles Kiefer	00
Christie Kjellman	99
Michael Kuk	00
Kathleen Radke	01
Fred Schroeder	00
Chris Smith	99
Robert Towell	99
Cedric Truman	00
Dennis Tuttle	94
Daniel Henon	01

DISTRIBUTION

LIAISONS:

	ALL MEMBERS		
Education	William Landman	Tac Section Head	Jim Buckley
Program:	Charles Henck	Special Pubs	Joseph Driscoll
Research:	Drury Crawley	Journal/ Insights	Ned Belt
Standards:	Richard Evans	Handbook	Henry Manczyk
TAC Chairman	K William Dean	TEGA	David Royal
Staff Research	William Seaton	Staff Standards	Claire Ramspeck
Staff Tech Services	Martin Weiland		

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CHAIRMAN: Andy Nolfo

VICE CHAIRMAN: Janice Peterson

SECRETARY: Jerry Kettler

## TC MEETING SCHEDULE

Location - Past 12 months	Date	Location - Planned next 12 months	Date
Atlantic City	1/02	Chicago	1/03
Honolulu	6/02	Kansas City	6/03

## TC SUBCOMMITTEES

<u>Function</u>	<u>Chairman</u>
Handbook	Karl Stum
Program	Richard Rose
Membership	Elia Sterling
Research	Kristin Heinemeier
Long Range Planning	Jerry Kettler
International Member/Journal	Antione Dammous
Standards	Rodney Lewis
Commissioning Guideline(s)	Carl Lawson
Web Master	Robert Linder
Journal/Insights	

## RESEARCH PROJECTS – Current

<u>Number</u>	<u>Title</u>
RP 1032	Identification and Preservation of Building Design Information for Use in Commissioning and Operations.
RP1137	Field performance Assessment of VAV Control Systems Before and After Commissioning

## LONG RANGE RESEARCH PLAN

<u>Priority</u>	<u>Title</u>	<u>W.S. Written</u>	<u>Approved To R&amp;T</u>
1)	One Time vs Short Term vs Seasonal Testing of Air Handlers	Yes	No
2)	Field Performance Assessment of Package Equipment	Yes Cosponsored w/TC4.11	No
3)	Quantifying Building Energy Performance Persistence of Savings	Draft	No
4)	Impact of Commissioning on Comfort	RTAR	No
5)	Field Based Evaluation of Functional Performance Tests	No	No
6)	Functional Test Guide and Design Concepts for Performance Monitoring of Rooftop Units	No	No

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Future Possible Projects	<u>W.S. Written</u>
a) IAQ Benefits of Documentation, Commissioning and O&M	No
b) Development and Implementation of Commissioning Strategies For Optimal Control Evaluation	No
c) Automated Tool for Test plan Generation and Execution	No
d) Research Gaps from GPC-1	No
e) Commissioning Design Review Tool Guide	No

**STANDARDS ACTIVITIES**

- A. Guideline 0 submitted for public review

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	Walt Grondzik	Jun 02
Cx Specialty Facilities	Carl Lawson	Jan 03

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

Commissioning Of Laboratories	Carl Lawson	Jan 01
New Cx Guidelines	Carl Lawson	Jun 02
Impact of Cx on Commercial Markets	Andy Nolfo	Jan 03
Cx Life Safety Systems	Carl Lawson	Jan 03
Cx of DDC Systems	Rodney Lewis	Jan 03
Cx is More than FPT	Andy Nolfo	Jun 03
Impact of Total Building Commissioning	Carl Lawson	Jun 03
Training of Cx Authorities	Jerry Kettler	Jan 04
Retro-Commissioning	Andy Nolfo	Jan 04

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

Results of One Pass RE-Commissioning	Charles Culp	Jun 01
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PROGRAM PLAN: (See Above)

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

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MEETING MINUTES – MONDAY, June 23, 2002

**ASHRAE T.C. 9.9 - Commissioning  
Atlantic City, N.J.**

1. The meeting was called to order at 3:05 pm by Chairman Nolfo.
2. Committee scope was read.
3. Self introductions were conducted.
4. Attendance sheets were distributed, and roll was taken.
5. Agenda was reviewed and no additions were made.
6. Motion was made and seconded to approve minutes from Atlantic City-Grondzik/Rose. Approved 12/0/0.
7. Administrative matters: Letter was read from President Code thanking everyone for their attendance.
8. Membership committee: The roster has been updated and will be revised again after the next June meeting.
9. Program Committee: See attached report
  - a. There is a seminar in Honolulu on Guideline 0 which has been voted out for public review. Presenters will be Mike King, Tim Corbett, Walter Grondzik, and Jeff Traylor.
  - b. Speakers were solicited for seminars in Anaheim on Training Cx Agents and Retro-Commissioning.
  - c. Motion made (Lawson/Casault) to approve program plan. Approved 12/0/0
10. Research Committee:
  - a. Kristin reported that TC9.9 is co-sponsoring two projects. The TC9.9 research plan is included in an attached report.
  - b. The committee was refocusing on the needs of ASHRAE and the commissioning market
  - c. Motion was made and seconded to approve research report. (Lawson/Rose) Passed 12/0/0.

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10. Long Range Planning Committee: Training in commissioning and the subject of retro-commissioning should be addressed soon. See attached report.
11. Handbook Committee:
  - a. Andy Nolfo reported for Karl Stum. See attached report.
12. Commissioning Guidelines Committee: Guideline 0 has been voted out for public review.
13. Standards Committee:
  - a. Guideline 0 has been voted out for public review
  - b. Standard 90.1 has several sections out for public review under continuous maintenance procedures.
  - c. Standard 62.1 change 'x' on moisture will be sent out for public review under continuous maintenance procedures.
  - d. Standard 62.2 is being sent out for the 4<sup>th</sup> public review.
14. Website: See attached report.
15. GPC-1 Liaison Report – Walter Grondzik: Committee is meeting 4 times a year. First draft will be approximately 50% complete.
16. GPC-4 Liaison Report –The new version of Guideline 4 will include the substance of the systems manual and be coordinated with guideline 1.
17. SP 91 – Hospital Design Guide is now in process.
18. SSPC 62 Liaison Report – Several changes are out for public review.
19. SPC 111 Liaison Report – Revisions from public review should be ready by Chicago.
20. GPC 11P – Should be out for public review by Chicago.
21. GPC 13 Liaison Report – The Guideline has been published.
23. TC1.4 – No report.
24. TC1.7 – No report.

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25. TC1.8 – No report.
26. TC9.1 – No report.
27. TC9.7 – No report.
28. TG 9 – Carl Lawson: Moisture Management in Buildings is a new task force. Policy statements are being developed. More members are needed.
29. Building Commissioning Association Liaison – Rick Casault. Membership categories have changed. BCA is looking into certification of Cx agents. The next BCA meeting will be at the commissioning conference in Chicago.
30. Old Business: None
31. New Business:
  - a. Guideline 20 – Definitions for HVAC&R needs liaisons with TC 9.9, Gdl 0 and 1.
  - b. The moisture group has a program on Monday in Honolulu.
  - c. Membership – Andy Nolfo proposed that committee membership be based on participation points. There was general agreement.
32. The next TC9.9 Committee meeting will be on January 26, 2002 at 3 PM in Chicago.
33. Motion to adjourn was made at 17:10 and passed by acclamation.

- END OF REPORT -

**ATTACHMENTS**

**TC 9.9 Programs Subcommittee Report**

The programs subcommittee report was attached in full to the minutes, as distributed. It is omitted here, because it is duplicated elsewhere on this site.

**TC 9.9 Research Subcommittee Report**

The research subcommittee report was attached in full to the minutes, as distributed. It is omitted here, because it is duplicated elsewhere on this site.

**TC 9.9 Long Range Planning Subcommittee Report**

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**TC 9.9 Website Subcommittee Report**

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**TC 9.9 Handbook Subcommittee Report**

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