

ASHRAE UNAPPROVED Meeting Minutes
June 2021 Virtual Meeting
TRG4.IAQP - Indoor Air Quality Procedure Development

Tuesday, June 22, 2021
9:00 to 11:00 AM Eastern (EDT)

Meeting Location - [ZOOM](#)

Link: <https://ashrae-org.zoom.us/j/98068518072?pwd=TkZ2VEdKTmdpS2ZLQkFOR2NoNFd2dz09>

Details: Meeting ID: 980 6851 8072 Passcode: 754563

Find your local number: <https://ashrae-org.zoom.us/j/abBq40cFYH>

1. [Call to order](#). Introduction of guests and members

Meeting called to order at 9:01 AM

2. Reminder of [Code of Ethics](#):

“Commitment to the ASHRAE Code of Ethics – In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, integrity and respect for others, and we shall avoid all real or perceived conflicts of interests. (See full Code of Ethics: <https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics>.)”

3. [Membership](#)

- a. Voting Members Present (Quorum Established?) *Quorum Established (12/13 VM)*

- *Marwa Zaatari*
- *Nick Agopian (Chair)*
- *Bob Burkhead*
- *James Dennison*
- *Elliott Horner*
- *Chris Hsieh*
- *Richard Fox*
- *Chang-Seo Lee*
- *Caitlin Naske*
- *Kathleen Owen*
- *Charles Seyffer*
- *Scott Williams*

- b. Development of new voting members

Provisional Corresponding Members (5/31): Elham Ahmadpour, Soph Davenport, Mark Davidson, Marcin Piech, Prateek Shrestha

Corresponding Members (3/5): Henry Greist, Gemma Kerr, Dean Tompkins (Vice Chair)

Guests (5): Tony Abate, Jamie Bennet (Section Head), Victoria Binz (Secretary), Chris Muller, Andrew Persily

4. [Approval of Meeting Minutes](#)

- a. TRG4IAQP Minutes (Unapproved) Orlando 20200202 (Feb 2, 2020)

MOTION: to approve minutes: Kathleen Owen, seconded by Bob Burkhead

VOTE: For: 12, Against: 0, Abstain: 1 (Erica not present)

- b. TRG4IAQP Minutes (Unapproved) Virtual 20210121 (Jan 21, 2021)

ACTION ITEM: Update Virtual 2021 meeting minutes to reflect that Scott Williams was present.

MOTION to approve minutes: Kathleen Owen, seconded by Chang-Seo Lee

VOTE: For: 12, Against: 0, Abstain: 1 (Erica not present)

5. Liaisons

- a. *Liaison (Marwa)* - SSPC 62.1

Marwa reports out. Research & Development subcommittee voted to send addendum aa for a full 62.1 committee vote to approve. Guideline 42P will be going out for public review soon.

Question: Can a working addendum in 62.1 be shared and distributed to members in TRG4?

Action Item: Marwa will seek approval/permission to make addendum aa, ab, and ax available to TRG4. Once approved the three addenda will be distributed to the TRG4.

SSPC62.1 Full Committee meeting will be held on June 24th 1:00-4:00 PM EST

- b. *Liaison (Nick)* - SSPC 62.2

SSPC 62.2 is making traction on IAQP and TRG4 should have more than one person to be attending. Tori and Dean will be attending with Nick.

A majority of the committee is interested in adopting the IAQ Procedure as a higher performing Standard for ventilation as compared to the Ventilation Rate Procedure (VRP).

- c. *Liaison (Tony)* - SSPC 145.2

Tony reports out. Small working group was formed to review, comment, and make suggestions about RP1838. Tomorrow during the Zoom meeting this work will be reviewed and next steps will be discussed.

SSPC 145 meeting will be held on June 23rd 10:00 AM – 1:00 PM EST

- d. Newly forming MTG with a label – “Reactive Air Cleaners” (Kathleen Owen)

Kathleen reports, it is still in the early phases but was approved by TAC and currently titled “Reactive Air Cleaning and Surface Treatments”

Discussion was about how this new MTG will interact, be involved with, or be different from other TGs TCs and SSPCs in ASHRAE such as 145, 185.3 and others such as AHAM.

- e. *Add Liaison for AHAM AC5 (Chamber Test) – Tony Abate*

Discussion was about draw-down test versus a continuous challenge-gas concentration test in chamber testing.

- f. *Section Head – Jamie Bennet*

ACTION ITEM: TRG4 leadership to complete and send activity report V20-D3 to Jamie in the next few days.

Jamie reports out. Overall area D in the activity reports, Objectives, was weak. Work towards aligning TRG4 with ASHRAE's strategic plan. Reexamine TRG scope and discuss the future vision.

ACTION ITEM: TRG4 leadership attend/watch Victor Goldschmidt leadership training videos, all other members also encouraged to watch them for PDH credits.

New roster will become effective July 1 2021.

6. [Research](#)

Updates on:

- a. 1869-WS (Work Statement)
- Evaluation of VOCs with Respect to Development of Revised Standard 62.1 Indoor Air Quality Procedure (IAQP) Design Compounds and Design Limits

VOTE: TRG4 to co-sponsor 1869-Work Statement -- **PASSES**

For: 11, Against: 0, Abstain: 2 (Erica not present, Jim Dennison wrote WS)

- b. RP-1838 (Research Project)
- Emerging gas-phase electronic filtration technologies and ASHRAE 145.2 test standard

Dean reports. Status update presentation was delivered to the PMS on June 7th. The final report will be on July 26th.

- c. New RTAR from TC 2.3 “Effects of Increased Use of Sanitation Products on Indoor Air Quality
- i. Seeking TRG4 co-sponsorship
 - ii. **ACTION ITEM:** Distribute proposed RTAR to TRG4 allow time for review then distribute a letter ballot, prior to August deadline.

7. [New Business](#)

- a. The IAQP addresses PM2.5 and Design Compounds (DCs or VOCs).
- b. The IAQP presently does not address airborne pathogens (e.g., SARS-CoV-2 virus).
- a. If so, how should the IAQP address pathogens?

Discussion and decision to keep as a new business item to discuss in the future as new developments become available. At this time IAQP will not address.

- c. Leadership of the TRG4 supports the Motion, Discussion, and Voting on the interest of becoming a TC.

ACTION ITEM: Provide TRG4 with information on the differences between TGs, TCs, MTGs, TRGs, etc. to help membership to better understand the best direction for the TRG4.

ACTION ITEM: Organize an interim meeting with members interested to further discuss. Members interested include Kathleen, Gemma, Charlie, with other interested members from the TRG4 to be contacted for participation.

- d. *Jim Dennison seeks support for the development of an RTAR to fill in the information gaps for things not included in WS 1869 such as bioaerosols, ozone, PM, inorganics, CO2, and SVOCs in buildings. Chang-Seo volunteers to help.*

ACTION ITEM: Tori to send out email to TRG4 to collect informal information and determine members interested in getting involved in the development of new RTAR.

8. [Adjournment](#)

MOTION: to adjourn: Jim Dennison, Seconded: Chris Hsieh