



Shaping Tomorrow's  
Built Environment Today

1791 Tullie Circle, NE • Atlanta, Georgia 30329-2305 • Phone: 404.636.8400 • Fax: 404.321.5478 • [www.ashrae.org](http://www.ashrae.org)

***Agenda***  
**ASHRAE 2023 Winter Conference**  
**TC 1.6 Terminology**  
**Atlanta, Georgia- Hybrid (In-Person/Virtual)**

**Monday February 06, 2023, 8:00-12:00 PM (EST) – Omni CNN Center Atlanta, Pecan (M3-North);**

**ASHRAE TC 1.6 Main Meeting**

1. Call to Order
2. Welcome – Introductions of Guests: (list attendees in minutes)
3. Roll Call: (list attendees in minutes)
4. Ethics Review
5. Review of Agenda
6. Approval of Minutes from:
  - a. Hybrid June 26, 2022 (Found on TC1.6 Basecamp)
7. Chair's Report:
  - a. TC Breakfast Update.
  - b. How to join TC 1.6 – Provisional corresponding members have joined. Bruce previously volunteered to reach out to those new members to onboard them. Art has instructions on how to pull the roster from the ASHRAE website.
  - c. Review of Positions – Positions listed at end of this document.
8. Vice-Chair's Report – Carolyn Kerr –
9. Subcommittee Reports:
  - a. Working file and ASHRAE Terms Online Update – Art
    - i. Update Status, New Glossaries added to working file – from the previous meeting:
      - 1 Ready to do another cycle with another roughly 400 terms, and removing duplicate terms.
      - 2 Harmonization between different organizations might require permission from each respective organization before we bring in their terms to our working files.
      - 3 “built environment” was defined
    - ii. ASHRAE Terms Online \\<https://www.ashrae.org/resources--publications/free-resources/ashrae-terminology>
  - b. Standard 90.1 – Definitions Review and updating – Gemma, Bruce & Walter



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i.

**c. ASHRAE IP/SI Policy**

i. SI vs IP – Rational Conversion Review – Walter

- 1 Previous meeting item: Walter reported that some soft conversions might need to be rounded. Walter wants to know what number we can establish a rounding protocol. Art said no policy exists for the soft conversion “rounding” protocol. Bruce asked if TC1.6 can get involved in the Fundamentals handbook section on Conversions to expand on the guidance for IP/SI conversions. Bruce, Walter, and Stephanie will lead this effort.

**d. RP-1801 Journal Newsletter**

- i. Past item: Phil Naughton - Perhaps a journal article on the role terminology places in many other ASHRAE publications. I am part of MTG ACR (Air Change Rate), and we just concluded a research project RP-1833, Literature Review for Evidence of the Basis for Specified Air Change Rates (ACR) for Cleanrooms, Laboratories, laboratory animal facilities, and health care facilities with medium to high ACR. There was a significant amount of work in the RP on terminology and the etymology of many of the ventilation terms. Our MTG and its TC subgroups (i.e., Labs, Hospital, Cleanrooms, etc.) continually discuss the meaning of many ventilation terms. Having precise and consensus definitions of terms is critical to many research projects. Perhaps an article discussing this. I might be open to authoring this article or co-authoring it with some others. – Group discussed that TC1.6 supports Phil leading this effort.

ii.

**e. Handbook – Bruce**

- i. Past meeting item: Selecting a handbook chair and committee members and having those on the committee review HB content by the June meeting. Discussion by Stephanie Mages
  - 1 New authoring portal is up and running. The new portal puts everything online instead of passing documents back and forth. New Portal is an improvement over the previous portal. Portal requires email linked to Microsoft account.

- 2 **Start talking about symbology**

**f. Standards – Roger – Efforts to change Stds Development**

- i. Speed of ashrae terms updating (Gemma, Art)
  - 1 Working on ASHRAE terms updating.



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- 2 Flow chart for review terms exists as an internal document only.
- 3 Roger previously reported that the flow chart needs to be taken to Standards so all Standards writing committees follow the same process that TC1.6 does in harmonization of terms. Roger to put together an item for TC Breakfast in Atlanta for presentation. Roger said he was available, starting in October.

g. **Programs** - Kyle - Future Meetings Plans

- i. Previous meeting item: ASHRAE TC1.6 members, we have been asked to be peer reviewers for Winter conference papers; the list of abstracts is attached for your consideration.
  - 1 TC1.6 members are recommended to volunteer for the conference papers, with the goal being 2 papers. Gemma recommends that you indicate your interest and expertise when volunteering. All please respond to Kyle's email with the paper review request.

h. **Communications** - Web Page, BaseCamp – Rex Camit

- i. Website was under Art's name, so Rex got that correct and Rex will follow up to make sure the change is formalized.

i. **Research** – Jaap

**10. Liaison Reports**

- a. MTG: ACH – Roger
- b. Reharmonize refrigeration terminology between ASHRAE and IIR Bill Simpson – Not present and no updates.
- c. Liaison to Std 300-202 - Walter

**11. TC 1.6 – Future Efforts / Long Term Plan**

- a. Harmonization, Relationships, Other Organizations, Communications

**12. Old Business:**

**13. New Business:**

**14. Next Meeting Times:**

Year	Winter Meeting	Annual Meeting
2023	Feb 4-8 – Atlanta, GA	June 24-28 – Tampa, FL
2024	Jan 20-24 – Chicago, IL	June 22-26 – Indianapolis, IN
2025	Feb 8-12 – Orlando, FL	June 21-25 – Phoenix, AZ



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## 15. Adjourn

### 2022-2023 - Positions:

Chair - Cameron Labunski - [TC0106@ashrae.net](mailto:TC0106@ashrae.net)

Vice Chair – Carolyn Kerr

Secretary – Jonathan Smith

Name	Voting Status	Committee Position
Aaron Sorrell	Non-voting	Corresponding Member
Ahmed Kashef	Non-voting	Research Liaison
Arthur Hallstrom	Voting	Data Updating Subc ch
Ayush Ayush	Non-voting	Provisional Corresponding Member
Birol Kilis	Non-voting	Corresponding Member
Bruce Billedeaux	Voting	Handbook Subcommittee Chair
Bryan Holcomb	Non-voting	Corresponding Member
Cameron Labunski	Voting	Chair
Carolyn Kerr	Voting	Vice Chair
Chad Dorgan	Non-voting	Corresponding Member
Charles Dale-Derks	Non-voting	Corresponding Member
Chris Pickens	Non-voting	Corresponding Member
Craig Messmer	Non-voting	Tac Chairman
David Bornside	Non-voting	Corresponding Member
David Hart	Non-voting	Corresponding Member
David Johnson	Non-voting	Research Subcommittee Chair
David Meredith	Non-voting	Section Head
Frank Rivera	Non-voting	Chapter Technology Transfer Chair
Jaap Hogeling	Non-voting	Corresponding Member
Jesse Fisher	Non-voting	Corresponding Member
Jonathan Smith	Voting	Secretary
Jose Palma	Non-voting	Corresponding Member
Kristie Tiller	Non-voting	Corresponding Member



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Name	Voting Status	Committee Position
Kyle Kisebach	Voting	Program Subcommittee Chair
Matthew Steen	Non-voting	Provisional Corresponding Member
MJ Ayyampudur	Non-voting	Provisional Corresponding Member
Paolo Tronville	Non-voting	Standard Liaison
Philip Naughton	Non-voting	Provisional Corresponding Member
PRANAV MORCHAPURE	Non-voting	Provisional Corresponding Member
Rex Camit	Voting	Webmaster
Robin Bryant	Voting	Member Non Quorum
Roger Lautz	Voting	Standards Subc Ch/mtg.acr Liaison
Samantha Peterson	Non-voting	Provisional Corresponding Member
Sheli Porter	Non-voting	Corresponding Member
Sonya Pouncy	Non-voting	Corresponding Member
Stephanie Mages	Non-voting	Corresponding Member
Steven Hammerling	Non-voting	Staff Liaison
Tony Horton	Voting	Member
Walter Lenzi	Non-voting	Corresponding Member