

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

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TC/TG/TRG MINUTES COVER SHEET

TC/TG/TRG NO: **TC 7.3** DATE: **Jul 1, 2014** LOCATION: **Seattle**

TC/TG/TRG TITLE: **Operation and Maintenance Management**

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MEMBERS PRESENT	TERM IN POSITION	MEMBERS ABSENT	TERM IN POSITION	MEMBERS ABSENT	TERM IN POSITION
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Bob Baker (v) (Vice Chair) (Standard Sub Chair)	2011-14	Richard Danks (cm)	1998	Shawn Masterson (cm)	2012
Bob Sibilski (v) (Acting Secretary)	2014-16	Cedric Trueman (v)	2012-16	Ecton English (cm)	2005
		Wayne Webster (v)	2012-16	James Gartner (cm)	1994
Sonya Pouncy (v) (Program Sub Chair)	2012-15	Davidge Warfield (nv)(ALI Coordinator)		Michael Brambley (cm)	2006
Tom Cappellin (v)	2012-15	Dennis Alejandro (cm)	2011	Manoj Khati (cm)	2009
Kevin Fallin (v)	2012-16	Richard Goulet (cm)	2007	John Frugard (cm)	2013
Robyn Ellis (cm)	2008	Warren Lupson (cm)	2012	Michael King (cm)	1998
Richard Rooley (Non Quorum Member) (v)	2012-16	Angela Lewis (cm) (Handbook Sub Chair)	2012-14	Sung Brian Kong (cm)	2000
Richard Dames (cm)	2008	Joseph Anderson (cm)	2001	James Willson (cm)	2013

Adrienne Thomle (SH)		Robert Bates (cm)	2011	Michael Mamayek (cm)	1997
Adrienne Thomle (Section Head)		Christopher Becker (cm)	1994	Charles Dorgan (cm)	1984
Bill McCartney (cm)	1986	Christopher Benson (cm)	2011	Matt Mullen (cm)	1996
Tina Brueckner (cm)	2013	Steven Blanc (cm)	1998	Amanda McKew (cm)	2011
James Sweeney (pcm)	2013	Jared Higgins (cm)	2012	Gene Meyer (cm)	1993
Michael Bobker (nv) (Research Sub Chair)		Kirk Bond (cm)	1994	David Cantrill (cm)	2013
		James Carelock, Jr.(cm)	1997	Ross Montgomery (cm)	2000
GUESTS		James Carlson (cm)	1993	Brian O'Donnell (cm)	1992
		Patrick Carpenter (cm)	2011	Thomas Reinarts (cm)	2001
Dale Gustavson (G)		Dominador Castro (cm)	2011	John Rieke (cm)	1991
Steven Sll (G)		Keith Dempsey (cm)	2011	Jeff Rutt (cm)	1997
Sean Gouw (G)		Joseph Driscoll III (cm)	2000	William Ryan (cm)	2011
Treasa Sweek (G)		Chris Draper (cm)	2012	Adolph Rydzewski (cm)	1998
Tom Javins (G)		Frank Erceg (cm)	2012	Scott Sepsy (cm)	1995
Timothy Woerner		David Underwood (cm)	1991	George Sestak (cm)	1994
George W. (Billy) Austin		Shailen Verma (cm)	2008	James Newman (cm)	2013
		Forrest Young (cm)	2006	Henry Hutson (cm)	2013
		Robert Zagar (cm)	1994	Karl Stum (cm)	1998
		Chuck Dale-Derks (nv)	2006	Patrick Murphy (cm)	2012
		Michael Gallagher (cm)	2011	Zoltan Magyar (cm)	2003

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Call to Order/Scope/Introductions

Thursten Simonsen called the meeting to order at 1:02 PM and read the scope of the TC 7.3 committee. Attendees in the room introduced themselves. An attendance sheet was circulated. Thursten Simonsen read the TC 7.3 Scope to the committee.

Voting Member Roll Call

Bob Baker took a roll call of the voting members. TC 7.3 roster has 10 voting members and 1 non-quorum voting member. At the time of roll call, eight (6) voting members were present. A quorum has been established. At a later time, one (1) voting member came to join the meeting.

Approval of the Agenda

Sonya Pouncy made a motion was made to approve the meeting agenda. Kevin Fallin seconded the motion. Motion approved 6-0-0.

Society Liaison and Guest Presentations

There is no liaison at the beginning of the meeting. Our Section 7 Head, Adrienne Thomle was in attendance and gave her appreciation to TC7.3.

Approval of Denver Meeting Minutes

The draft meeting minutes from New York were reviewed. Richard Rooley made a motion to approve the minutes, seconded by Sonya Pouncy. Motion approved 6-0-0.

ASHRAE Administrative Matters/Correspondence/Announcements

Hightower Award: TC's are encouraged to identify those individuals who have made significant contributions to the work of TC's, especially in the areas of programs and handbook. Submissions are due Sept 1. TC 7.3 members were encouraged to let Bob Baker know of anyone on the TC who may be recognized.

YEA/TC Hospitality: The event was held Sunday evening during the Seattle Annual Conference. Thursten Simonsen attended as TC 7.3 Chair. YEA committee did a great job of advertising and providing questionnaires to promote conversation and discussion. TC 7.3 will encourage YEA to continue to hold this event again.

TC Master Calendar: The TC Master Calendar is now available through Google. In order to access this calendar, you need to have a Google account. To add the calendar to your Google calendar, go to the bottom of the calendar list on the left, click Add and select Add a friend's calendar. Then enter the email address (techservices1791@gmail.com) and click add. The calendar is public and will appear under "Other Calendars" in the left column.

A new MTG has been formed. This MTG is for the Building Dampness.

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

Employment Discipline on ASHRAE Bio: Members are reminded to update their Bio with the Employment Discipline. Currently, about 25% of members have done this, and ASHRAE seeks to greatly increase that percentage.

Sub-Committee Reports

Research Sub-Committee – Chair: Michael Bobker

Simonsen, Brambley, Bobker, Mullen, Gallegher, Bruecker, Ellis, Gustavson, Danks, Pouncy and Baker attended the Research Sub-Committee Meeting.

RP-1609 progress was reported by Michael Bobker, based on report of PMS chair Angela Lewis, who was unable to attend, and by PMS member Matt Mullen. The Project Monitoring Sub-committee (PMS) met with project PI Rob Hitchcock earlier on 6/30/14. Progress is on track with the first of five use cases drafted and others being readied as drafts for circulation/comment/input. Progress is on par with expenditures and the project appears to be on schedule. Notice will be provided of the next PMS meeting, open to all TC members. No action required by the TC.

A Work Statement has been drafted for approved RTAR-1650. The draft Work Statement was approved by unanimous vote of the Research Sub-committee meeting on 6-30-14 for submission to the full TC 7.3 meeting. The draft Work Statement was distributed to TC membership on 7-1-14. **A vote of the full TC is requested** to approve submission of the Work Statement to section 7 Research Liaison Phil Haves and RAC. Motion made and seconded to approve submission and send back to RAC. Motion passed 5-0-0, chair not voting.

A Work Statement from TC 1.5 (Computer Applications) was submitted with a request for co-sponsorship. The meeting of the Research SC found the idea of BIM-based modeling and visualization for operator support appealing, but members did not feel the Work Statement was adequately prepared at this point for recommendation to the full TC 7.3 meeting. Questions were raised about the clarity of expression, feasibility of the scope of work given the proposed budget, and commercial implications of the work. An updated Work Statement would be accepted for review. No action required by full TC.

RTAR-1609 has received conditional approval, as reported by TC-7 Research Liaison Phil Haves. Conditional items are to be addressed in the development of the Work Statement. Davidge Warfield, author of the RTAR, agreed to lead the development of the Work Statement, with support from Sonya Pouncy, Angela Lewis, and Michael Bobker. Phil Haves reviewed steps and timeframe for having the Work Statement considered at Seattle Summer meeting. No action required by full TC

TAR ideas. Sonya Pouncy agreed to work on the RTAR for cost-benefits of maintenance, as discussed at the previous (NYC) meeting. Bob Baker has not further developed his research idea on energy impacts of heat exchanger fouling. MichRael Gallagher suggested a tightly defined series of experiments to test and quantify the impact of specific maintenance -related conditions such as condenser fouling, fan/pump belt tension, and refrigerant charge. MG will write up this approach as the core of an RTAR with support by others (Baker, Pouncy) on the more general aspects of the RTAR. BB agreed that this approach was consistent with his goals for research on heat exchanger fouling. It was generally agreed that this experimental approach could provide fundamental information that the industry does not presently possess. No action required by full TC until an RTAR is drafted (Chicago?).

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Noted that TC 7.8 is developing a Research Project to examine the operating impacts and costs in High-Performance Buildings. Data sources are sought. This is well aligned with 7.3's 1650 project (see above) and with the Research SC expressed interest in O&M-related analytics.

Kevin Fallin made a motion to approve the research sub-committee report, seconded by Bob Sibilski. Motion approved 6-0-0.

Handbook Sub-Committee – Chair: Angela Lewis

Attended by Simonsen, Bobker, Mullen, Gallagher, Elis, Pouncy, Bramble, Brueckner, Fallin, Daves and Baker.

The subcommittee met on June 30. Bob Baker chaired the meeting for Angela Lewis who could not attend.

The handbook is in its final editorial stage. Angela wanted to express her gratitude for all that helped with the handbook.

There is no action at this time.

Looking for someone to take over Handbook Chair starting July 1, 2015. Let Bob Baker know if interested by January, 2015.

Sonya Pouncy made a motion to approve the research sub-committee report, seconded by Bob Baker. Motion approved 6-0-0.

Program Sub-Committee – Chair: Sonya Pouncy

Attendees: Simonsen, Baker, Brambley, Lewis, Bobker, Bruecker, Ellis, Pouncy, Sibilski, Fallin, Gallagher, Tso, Heinemeier. Budner, Danks, Gustavson, Hememeier, Maryott and Sill

Programs Sponsored or Co-Sponsored by TC 7.3 in Seattle:

- a. Workshop 5: Getting the Right Data into and Out of a Building Information Model (co-sponsored with TC 1.5, 4.1 and SGPC 20)
- b. Workshop 9: A Multi-dimensional View of HVAC Maintenance

Speaker fee for Chicago and Atlanta is \$130.

CEC is looking for Conference Paper reviewers. Interested parties should contact CEC or the track chair.

All MS Powerpoint presentation are due 1 month prior to the conference. Failure to comply will result in 1 "strike" against the speaker. Those with 3 "strikes" will have the privilege of being an ASHRAE withdrawn for a term as yet to be determined.

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Upcoming Conferences and Due Dates:

This is the overall publication schedule for the ASHRAE 2015 Winter Conference, Chicago. For specific details and questions regarding these dates, please contact the appropriate Track Chair.

August 6-Conference Paper accept/reject notifications April 14-Full Technical Papers due June 2-Web Site Opens for Seminar and Forum Proposals July 7-Final Conference Papers Submitted for Review (Includes Bio, Learning Objectives and Methods of Assessment) August 11-Seminar and Forum Program Proposals Due August 18-Notifications of Technical Papers Accept/Reject Distributed September 8-Notifications of Seminar and Forum Accept/Reject Distributed December 1-Upload of PPTs Begin January 1-All PPTs Due Online

Dates subject to change. Members are encouraged to visit Society website in the coming weeks for updated information.

A program ideas plan was circulated to the sub-committee. 4 or 5 program ideas targeted for Chicago.

Michael Bobker made a motion to approve the Programs sub-committee report, seconded by Kevin Fallin. Motion approved 6-0-0.

Standards Sub-Committee – Chair: Bob Baker

Attendees: Never received list

SC voted to reactivate Standard 180 on Standards agenda

- It was believed it would go through
- Recommended Tom Paxson to be Chair
- Recommended Don Langston as Vice Chair
- Recommended Bob Baker as Secretary
- Taking applications for committee by July 14, 2014

DEER California

- Maintained by consulting Company
- Provide input about DEER
- Needs approval by TAC and Tech Council

Guideline 4

- G4 is on Standards agenda at this meeting for establishment of a new committee and update Davidge Warfield is recommended as Chair.
- Operation & Maintenance documentation
- This falls under TC 7.3

New MTG

- Establishment of a new Multi TC Group to provide technical input to regulators for review of incentive programs recommended by utilities is on the agendas for TAC and Technology Council. Thursten Simonsen is recommended as Chair and two other TCs have joined in supporting and naming members.

Kevin Fallin made a motion to approve the standards sub-committee report, seconded by Bob Baker seconded. Motion approved 6-0-0.

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Education and Training Sub-Committee – Chair: Danny Taasevigen

Attendees: Simonsen, Mullen, Bobker, Bruecker, Ellis, Pouncey, Galagher, Baker and Danks

The subcommittee met on June 30. Bob Baker chaired the meeting for Danny Taasevigen who could not attend.

Will work to create an Operations & Maintenance web resource.

Review of Title, Purpose, and Scope document needed, followed by more detailed “mission” of this sub-committee which will outline focus areas (i.e., building controls and control strategies)

Did not cover ASHRAE Technical FAQs 56 & 57, will be covered in Chicago.

The scope of the Education and Training Sub Committee has gone through 2 edits. Will need to send out to get approval by letter ballot.

Sonya Pouncey made a motion to approve the Education and Training sub-committee report, seconded by Kevin Fallin seconded. Motion approved 6-0-0.

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Liaison Reports

ALI Activities-Liaison: Davidge Warfield

No ALI report. Will follow-up

TC 7.8 – RTAR's for Atlanta Program – looking for co sponsorship

TC 1.6 – Looking for more members

TC 1.4 – Engaged with Educational Program to help young people

TC 7.5 – None

TC 7.7 – Std 202 – Tom Cappellin is Chair

TC 1.7 - none

Old Business

None

New Business

ASHRAE is moving in direction towards residential. Should we be looking at modifying the scope of TC 7.3 to include residential? How small of residential? Talk about this in subcommittees.

Distinguished Service Award – look to give names

Next Meeting

The Chicago meeting's main meeting will be on January 27, 2015, from 1:00 PM 3:30PM.
Sub-committee meetings will be held on Monday afternoon Jan 26, 2014 (rooms to be announced).

Adjournment

The chair adjourned the meeting at 3:05 PM