**ASHRAE TC 5.4**

INDUSTRIAL PROCESS AIR CLEANING (AIR POLLUTION CONTROL)

**Meeting Minutes**

January 31, 2022 2:30PM to 4:30PM PST

Pompeian I Caesar's Palace / WebEx (hybrid meeting)

*These draft minutes must be approved by this committee to be the official approved record.*

*Note: For votes concerning standards actions all members must be given an opportunity to vote. In the event all members are not present at the meeting a letter ballot will be sent to the absent members to vote, that will include all negative votes at the meeting and a Chair’s response. In the event negative votes are received during the continuation ballot a recirculation ballot will be conducted.*

*Negative voters with comment on publication public review votes will be given an opportunity to appeal once the Board of Directors has approved the document for publication. Negative voters who do not comment* ***will not*** *be offered a right to appeal.*

**Attendees** (include voting members and guests)

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Affiliation** | **Name** | **Affiliation** |
| Alex Wells (VM) | Camfil | Jack Clements |  |
| Brian Matthews (VM) | Scientific Dust Collectors | Scott MacMurray | Savannah River Natl Laboratory |
| Chris Fischer (VM) | Donaldson | Geoff Crosby | Alkegen |
| Bob Burkhead (VM) | Blue Heaven Technologies | Randi Huckaby | Camfil |
| Kevin Marple (VM) | TAC Section 5 | Dan VanGilder | Camfil |
| KJ Choi (VM) | C&S | Tim Rosiek | Parker Hannifin |
| Evan Reese (VM) | Burns & McDonnell Engineering | Eileen Jensen |  |
| Adam Bumann (VM) | Pleatco Filtration | Jin Wen | RAC Liason |

* Call To Order
  + Meeting called to order at 2:34PM EST by Alex Wells, chair
* Review of code of ethics
* Membership Roster
  + Voting Members
    - Present (8 of 9, quorum): Alex Wells, Adam Bumann, Brian Matthews, Bob Burkhead, Chris Fischer, KJ Choi, Kevin Marple, Evan Reese
    - Voting members not present: Monroe Britt
  + Officers:
    - Chair: Alex Wells
    - Vice Chair: Brian Matthews
    - Secretary: Chris Fischer
    - Subcommittee chairs
      * Research: Evan Reese
      * Standards: Chris Fischer
      * Program: KJ Choi
      * Handbook: Open
      * Webmaster: Bob Burkhead
  + Membership Updates
    - Alex to check: Geoff should be rolling on as VM, KJ shows rolling off this year (may be incorrect)
    - 3 VM rolling off this year, need to maintain minimum of 6
    - Desire to have diverse group (typically manufacturer heavy)
    - Hybrid meetings may be here to stay, might help to retain/increase attendance by others not typically drawn to ASHRAE meetings
* Chairman’s Report: Alex Wells
  + ASHRAE 199 Revision vote
    - Agreed previously to revise (but no formal vote)
    - Motion: Establish team to revise ASHRAE 199
      * Motion passes: 8 approve, 0 no, 1 not present
  + Summer 2021 Meeting minutes
    - * Motion to approve (Kevin motion, Chris second)
      * Motion passes: 7 approve, 0 no, 1 abstain, 1 not present
* Section 5 Report: Kevin Marple
  + Roster updates due, activity report Excel errors (contact Kevin directly)
  + Use [ASKTAC@ASHRAE.org](mailto:ASKTAC@ASHRAE.org) if there are any questions
* **RAC Liaison: Jin Wen**
  + Funding issues due to lowered revenue over recent years, but improving over last 6 months
  + PTAR (Publication Topic Acceptance Request): may be another option (aside from RTAR) if activity is leading to a publication
* **Sub-Committee Reports**
  + Research: Evan Reese
    - RTAR 1623: Oil Mist
      * Tim Rosiek: lots of resources at Parker, several people that could be utilized.
      * Need to determine if the RTAR is still valid
  + Standards: Chris Fischer
    - ASHRAE 199 Review
      * Reviewing comments from ASHRAE
      * Recuring meetings since Jan 2021
        + Alex Wells, Brian Matthews, Bob Burkhead,
        + Jack Clements & Bruce McDonald added
      * Most of issues resolved, a few remaining items to hammer through
      * Goal is to send revisions to Voting Members of 5.4 by May
        + A vote by committee in June would be helpful to show Standards Committee TC-approval of edits
  + Handbook: Bob Burkhead
    - Chapter 30: HVAC Systems & Equipment
      * 2021 edition (current)
        + Bob to send out to Voting Members
      * 2024 revision need to be submitted by July 2022
  + Program: KJ Choi
    - Las Vegas Workshop: Show Me the Money (Randi)
      * Not accepted
        + Didn’t have a place in track, IAQ seemed to be prioritized
    - Toronto Tracks
      * Randi to re-submit workshop with revised title
    - Media Selection Seminar
      * Atlanta
        + Adam, Bob, Randi?
    - See Appendix for other information
* Old Business
  + ASHRAE 199 Open Forum
    - Ideas to improve
      * Is there a way to shorten?
      * Abbreviated versions could make sense
      * 'one filter' setup? Might become a filter test
      * Use an extrapolation on the 'last 4 hours' of stage 4 data
    - Standardized Report
      * Adam: supplemental 'how to read' or 'how to use' test report?
        + Something for the end user to reference
    - Any obvious omissions
    - Alex to send meeting notice to discuss further
* New Business
  + N/A
* **Next Meeting**
  + June 27, 2022, Toronto, ON
    - Potential to maintain hybrid?
* Adjourn
  + Meeting adjourned at 4:15PM PST

Program SubCommittee Report



