

Monday June 25, 2012

Page 1 of 5

These draft minutes have not been approved and are not the official minutes until approved by vote.

Call to Order – Cecily Grzywacz

- a. Roll Called 2:16 pm
- b. 10 out of 13 voting members were present- a Quorum is reached.
- c. Self-introductions were made around the room.
- d. Settle passed out sign-in sheet, and copies of San Antonio Agenda.

San Antonio Agenda Approval - Grzywacz

- a. Grzywacz called for additions.
- b. **Motion:** Fitts, Approve Agenda
- c. **Second:** Kelter
- d. **Discussion:** none
- e. **Vote:** 9-0-0, approved.

ACTION ITEMS

Handbook Chapters

- a. Lead Authors are to have outlines for their Chapters by the Dallas Meeting
- b. Bob Cox is to develop a skeleton framework so that all of the TC9.8 Chapters look somewhat the same.
- c. Committee members are to review existing handbook chapters and be ready to provide input at Handbook Chapter subcommittee meetings.

Justice Facilities Guideline

- a. Cecily Grzywacz to call for meetings to support Justice Facilities Guideline.

OLD BUSINESS

Chicago Winter Meeting Minutes Approval - Grzywacz

- a. Grzywacz called for corrections.
- b. **Motion:** Fitts, Approve Meeting Minutes
- c. **Second:** Kelter
- d. **Discussion:** none
- e. **Vote:** 9-0-0, approved.

NEW BUSINESS

Guidelines for Historic Buildings (GHB) Status:

- a. TC 7.7, Building Energy Performance is to be the cognizant TC.
- b. TC 9.8 may be a co-sponsoring TC.
- c. This Guideline will pertain to National Historic Buildings
- d. Chair Sheila Heater, TC 7.6

American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.



Monday June 25, 2012

Page 2 of 5

- e. No work plan has been established yet.
- f. In 2013, Italy, there will be a conference on Historic Buildings.

Motion for TC 9.8 to Co-Sponsor GHB

- a. **Motion:** Fitts, Co-Sponsor GHB
- b. **Second:** Kittler
- c. **Discussion:** Grzywacz. GHB is very important for the preservation of historic buildings.
- d. **Vote:** 8-0-1, approved.

LIAISON REPORTS

TAC Section 9 Report – Grzywacz

- a. Roster Change
- b. Encourage participation in TCs.
- c. Use new ASHRAE Logo
- d. Speaker Quality Campaign. Score of 3.5 required out of 5. After Chicago, 25 letters (10% of the total) went to speakers informing them of unsatisfactory scores. Three scores below 3.5 requires speakers to take training. Per Reinhold Kittler, ASHRAE does have a speaker's manual. It is important to strive for improvement in speaker quality.
- e. Members are encouraged to review TC website.
- f. Link on ASHRAE Website for Letter of appreciation to employer.
- g. Check your Bio on Website for accuracy.
- h. Denver Website is live, Track chairs have been assigned.

RAC Section 9 Report – No Report

TC 9.6 Healthcare – Mills

- a. Revised Hospital Design Guide may be published in January 2013.
- b. Large meeting, lots of activities.

TC 9.7 Educational Facilities – No Report

TG Justice Facilities – Vehlow

- a. 5 of the 7 members were present.
- b. Justice wishes to pursue becoming a separate TC.

Motion for: TC 9.8 accepts TG Justice Facilities to be promoted to TC level.

- a. **Motion:** Vehlow, TG Justice Facilities to be promoted to TC level
- b. **Second:** Tyler
- c. **Discussion:** None
- d. **Vote:** 8-0-1, approved.

Monday June 25, 2012

Page 3 of 5

STANDARDS

Standard 55.1 – No Report

Standard 62.1 - No Report

SPC-170P Ventilation of Health Care Facilities - No Report

Standard 180 - Standard Practice for Inspection and Maintenance of Commercial-Building HVAC Systems

- a. Off of continuous maintenance in Chicago ASHRAE 2012.
- b. To be revised every 5 years.

Standard Project Committee SSPC 90.1

- a. Next Publication 2014.
- b. Implementing stricter version of previous publication.

SUBCOMMITTEE REPORTS

Membership Subcommittee Report – Grzywacz

- a. Excited about seeing and recruiting new members.

Applied Sustainability to Large Buildings Subcommittee Report – Grzywacz

- a. There is no subcommittee; *Sustainability* will be applied within the Handbook Committees.

Justice Facilities Subcommittee Report – *See Liaison Reports*

Research Subcommittee Report – Allen

MyGAL:

- a. MyGAL energy requirements are similar to data centers and laboratories.
- b. Different levels of conditioning and costs associated for each level.
- c. Different Classes of climate control and a relative value for each Class.
- d. Differing relative humidity levels for different materials.
- e. More research is needed; especially range and frequency.

Natatorium:

- a. Research is needed for materials to be used for Natatorium ductwork.
- b. Ralph Kittler will write the RTAR.
- c. TC112 is working on Evaporation rated of pools and spills.

Monday June 25, 2012

Page 4 of 5

Handbook Subcommittee Reports – Mills liaison to Handbook

Chapter 2 – Retail – Austin Allen, needs supporting author.

Chapter 3 – Commercial and Public Buildings – Walter Horn and John Molnar

Chapter 4 – Places of Assembly – Ralph Kittler and Tyler Lewis

Chapter 5 – Hotels, Motels and Dormitories

Motion for: Change Chapter Name to Large Scale Residential Buildings

- a. **Motion:** Mills, Change Chapter Name to Large Scale Residential Buildings
 - b. **Second:** Tyler
 - c. **Discussion:** None
- Vote:** 8-0-1, approved.

Chapter 8 – Justice Facilities – Doug Fitts

Chapter 23 – Museums, Galleries, Archives, and Libraries (MyGAL) – Cecily Grzywacz and Lew Kelter authors, Bogie Setty Reviewer

Atria – Frank Mills

Natatorium – Ralph Kittler and Mark Scott

Proposed: Mixed Use and Development Chapter

Motion for Proposed: Mixed Use and Development Chapter

- a. **Motion:** Mills, Mixed Use and Development Chapter
 - b. **Second:** Setty
 - c. **Discussion:** Cox is proposed Chair.
- Vote:** 9-0-0, approved.

General –

- a. Cox suggests developing a skeleton framework so that all of the TC9.8 Chapters look somewhat the same.
- b. There will be training sessions for Handbook writing

TC Justice Facilities – Fitts

- a. Needs help in writing the Design Guide for Justice Facilities.
- b. Grzywacz – Action Item to call for Justice Facilities Guide Meetings.

Webmaster – No report

Monday June 25, 2012

Page 5 of 5

Program Subcommittee Report – Traylor

The following table was updated to reflect discussions and decisions.

PROGRAM TITLE	TYPE		SCHEDULE	PRIORITY	CHAIRMAN	PRESENTERS
Environmental Control for Ice Rink	FORUM		<i>Dallas</i>		<i>Cecily Gryzwacz</i>	
	SEMINAR	X				
	CONF. PAPERS					
	TRANSACTIONS					

PROGRAM TITLE	TYPE		SCHEDULE	PRIORITY	CHAIRMAN	PRESENTERS
Benchmarking Ventilation and IAQ for Large Spaces	FORUM		<i>Dallas</i>		<i>Frank Mills</i>	
	SEMINAR	X				
	CONF. PAPERS					
	TRANSACTIONS					

PROGRAM TITLE	TYPE		SCHEDULE	PRIORITY	CHAIRMAN	PRESENTERS
What Topics should be in a Chapter for Mixed Use?	FORUM	x			<i>Frank Mills</i>	
	SEMINAR					
	CONF. PAPERS					
	TRANSACTIONS					

Motion to Adjourn

- a. **Motion:** Mills
- b. **Second:** Werman
- c. **Discussion:** None
- d. **Vote:** 9-0-0

End

