



Shaping Tomorrow's
Built Environment Today

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Minutes

ASHRAE 2019 Annual Conference

TC 1.6 Terminology

Kansas City, Mo.

Monday June 24, 2019

1. Meeting called to order
2. Roll Call –
 - a. Voting
 - i. Art Hallstrom – Chair
 - ii. Kyle Kiseback – Vice Chair
 - iii. Bryan Holcomb - Incoming Chair
 - iv. Cameron Labunski - Incoming Vice-Chair
 - v. Carolyn Kerr – Incoming Sec
 - vi. Roger Lautz
 - vii. Bruce Billedeaux
 - viii. Rex Camit – Webmaster had notified he could not make the meeting.
(Proxy left with Hallstrom)
 - b. Non voting
 - i. Walter Lenzi
 - ii. Aaron Sorrell
 - iii. Munis Hameed – CIBIS and YEA Liaison
 - iv. Stephanie Mayes – incoming
3. Chair did ASHRAE Ethics Review
4. TC Approved Minutes from Atlanta 2019 meeting. 7,0,0 CNV
5. Chair's Report:
 - i. Mr. Holcomb attended the TC Chairs Breakfast. TC was advised the plan to merge TC's groups received a lot of input and will be changed. No immediate impact on our TC. This was the first time all TC's meet in a large group. Note: Not enough time was allowed for section one business. Section Head covered 2/3 the group. This part was less effective than the old way.
 - b. Mr. Hallstrom reviewed on how to join TC 1.6.
 - c. Mr. Hallstrom reviewed next year's roster. Takes effect at end of this meeting. New roster is attached. TC will have 11 voting members, 1 Non-Quorum member, 9 CM's, 6 PCM.
 - d. Mr. Hallstrom congratulated absent member Committee Member Jaap Hogeling on his new position as Society DAL.
6. Vice-Chair's Report: None



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7. Secretary Report – None.
8. Subcommittee Reports:
 - a. Data Team – Mr. Hallstrom
 - i. TC 1.6 has 3 basecamps. Basecamp **TC16** is the general one for posting items and discussions. Open to TC members, co-members and PV members. Secretary needs to control access. Basecamp **TC16 working file** basecamp contains the working file. Access is open to anyone and is gained by requesting it for the TC 1.6 officers, data team leader and Manager of ASHRAE Standards. Users must agree to the terms of use. The working file is updated by the data team when new updates come in. Free access. Upcoming change to working file: Only TC officers or data team leader can edit the working file. All others are view only. Approval Vote: 7,0,0 CNV.
 - ii. See attachment for online and working file updating process.
 - iii. What is in the TC1.6 working file? It contains many of the terms and definitions found in ASHRAE std and guideline glossaries plus some other ASHRAE related sources. It has about 24,000 term entries and is updated annually with new **PUBLISHED** ASHRAE Standards, Guidelines, MCO changes, position documents, handbook chapters, etc. when 1.6 members or subject matter experts (SME) find them. Intent of the TC working file offering is to make it easier for ASHRAE authors and reviewers to research terms and definitions for new or revised publications. Helps avoid copyright issues. See attachment for updated working file.
 - iv. Guidance in ASHRAE Authors Guides tells authors how to search, compare, and use the working file information to help THEM decide on the terms/definitions used in their publication. If multiple authoring bodies use the same term/definitions, the Society should have voluntary harmonization. Mr. Labunski offered to develop a terminology checklist form for use by TCs and PCs. (Action Item A)
 - b. Handbook – Bruce Billedeaux stated he continues working with Handbook Committee on the two 1.6 chapters (Conversion tables and terminology subsection) in the 2021 Fundamentals Handbook. (Action Item B)
 - c. Standards – Ms Kerr represents the filtration TCs 2.3 and 2.4. She would like to start working on harmonization. She would like to include ISO terms. Mr. Kiseback reminded that all ISO terms have copyrights. ASHRAE can use definition if ASHRAE created them first. Mr. Billedeaux mentioned Europe Stds are different from US because they are often government funded and supported.
 - d. Program – Mr Kiseback. Continuing working on implementing suggestions from the Houston Workshop Group 6.



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- e. Web Page – Rex Camit. TC site is up to date. All TC Meetings listed.
 - f. Research – No report.
- 9. TC 1.6 Subject Matter Experts as of July 2019**
- a. Commissioning - Lautz
 - b. Ventilation – Lautz (see 1833-TRP)
 - c. Refrigeration – with IIR – Van Baxter
 - d. Psychometrics – Don Gatley
 - e. Filtration/Air Cleaning - Kerr
 - f. BACnet/Cyber – Billedeaux
 - g. International - Rational Units – Lenzi
 - h. Basecamp 3 TC 16 SME (Subject Matter Experts) is an optional use area for discussions with experts on input to TC 1.6.
10. TC 1.6 received International Refrigeration Institute (IIR) input from Mr. Van Baster, ASHRAE DAL on 5 refrigeration terms from IIR and Refrigeration Committee. The new terms were voted on by TC 16 in Feb 2019 and published in terms online in May. Was announced by ASHRAE and IIR in separate press releases. (The ASHRAE – IIR Terms exchange appears to be working well and is the model for future allied associations.)
11. Discussions with Mr. Hogeling and Mr Hallstrom about developing a formal or informal term sharing relationship with REVHA are continuing. (Action Item D)
12. Liaison Reports –
- a. TC 16 was requested to put the SPC 191P terms in the working file. After some discussion this was approved. In new working file under S191P.
 - b. 1833 TRP was discussed a major harmonization project on terms related to ventilation. (Attachment 2)
13. Old Business:
- a. Rational SI-IP Units Spreadsheet Project – Ongoing project. Mr Lenzi agreed to take on this important project. (Action Item C). From Houston Workshop 6, there is a significant international interest for rational (hard) unit conversions in some ASHRAE publications. Mr Lautz has developed this revision to the ASHRAE IP/SI Policy.

When to use rational (nominal or industry standard) instead of soft (nearly exact) conversions from US (Imperial) units to SI (metric) units. Often, standards writers are not sure what conversion to use for metric when the standard is written in the US (or vice versa). A simple suggestion is this: 1) When the value is important regardless of the units, then use the soft (more exact) conversion with appropriate significant figures. For example, a value of 0.80 watts per square foot (W/SF) would be converted to 8.6 watts per square meter (W/m²). 2) When the value is representative of an industry standard product, then use the hard or rational conversion. For example, 3" NPS would be converted to 80 mm DN. Or, a 2x4, which is really 1.5" x



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3.5" in the US and 48 mm x 98 mm in the UK, which is sometimes called a 45-90 or 50x100. So, use the term the industry knows and can buy. When in doubt, use the soft conversion, but be sure to state if a rational equivalent is permitted.

14. New Business.

- a. TC has been asked to write an article on Terminology for the ASHRAE Journal. Outline of article. Send any input to Mr. Hallstrom.
- b. ASHRAE Marketing publishes an organizational terms list on ashrae.org. This information is in the working file, They had 16 technical terms in their list. We agreed that marketing will delete the technical terms from their list. Avoids confusion.

15. New TC Officers were installed.

- a. Mr Holcomb, Chair thanked everyone for attending and encouraged them to attend in next meeting in Orlando.

16. Next Meeting Times:

2020	Feb. 3, 2020 – Orlando, FL	June 29 – Austin, TX
2012	Jan – Chicago	June – Phoenix, Az

Meeting Adjourned by Chair Holcomb at 11 am.

Attachments

1. **TC 2019-2020 Roster**
2. **Free Standards from ASHRAE**
3. **TC 1.6 data processing steps**
4. **2019 working file** Includes new ASHRAE std and guidelines, Standard 191P, Energy Star 2019 relevant terms, TC 2.3 filtration terms, 180130 Commissioning International Terms Harmonization
5. **1833-TRP Ventilation Harmonization Project**
6. **180130 Report**
7. **Marketing Organizational/Terms Online Overlap**