

MEETING MINUTES

Meeting Minutes reported by K. Mead, TC 5.8 Chair

- 1) **TC called to order 4:30 PM**
 - a) Introductions were made by attendees
 - b) Agenda and Sign-in sheets distributed
 - c) Roll call at 4:45 PM: 4 of 7 voting members present (Mead, McKernan, Kumpf, Menzies) – quorum reached
 - d) Corresponding members present– 5
 - e) Guests present - 2
 - f) YEA members - 1
 - g) All Available Handouts, Agenda, Meeting Minutes (Draft and Final) Sign-in sheets, & subcommittee reports can be found on the TC website: <http://tc58.ashraetcs.org>

- 2) **Chairman’s Report from Section 5 Breakfast Meeting – K Mead** (Edit from Breakfast meeting minutes)
 - a) CEC Report:
 - i) Seattle Annual Tracks were reviewed.
 - ii) A Research Summit will occur again at Annual Meeting in Seattle
 - iii) New Program format: “Workshop”. Goal of at least 1 per track. 60 min long, 2-3 short presentations plus audience participation
 - iv) Tracks identified for 2-15 Winter Conference in Chicago (Note track 3 “Industrial Facilities” & Track 6: “Life Safety” (1) Chicago meeting will be January 24-28, 2015
 - v) Conference paper abstracts are due March 24, 2014. Technical papers are due April 14, 2014. Conference papers, if accepted, are due July 7, 2014.
 - vi) TC’s who want to submit a prog should consult with Track Chairs
 - vii) CEC Repeats their call for volunteers to be Reviewers
 - b) Outstanding TC award created for best TC in section. Scoring criteria developed. Will implement in 2015.
 - c) 14-15 Roster update process deadline 2/21. Interested in TC positions contact TC chair or secretary.
 - i) Members can request to become Provisional Corresponding Members by emailing Tara Thomas at TThomas@ashrae.org. Include your membership number in your email.
 - ii) New Provisional Corresponding Members can be added at anytime.
 - d) Each TC chair shall request all members review the ASHRAE code of Ethics. Go to <https://www.ashrae.org/about-ashrae>
 - e) Updated TC/TG/MTG information continuously posted on ASHRAE website. Go to <https://www.ashrae.org/standards-research-technology/technical-committees>
 - f) TC master calendar now available through Google. Contact chapter secretary for upload instructions.
 - g) ASHRAE meeting app for smartphones available on the app store
 - h) New MTG: MTG.HDCG. Hot Climate design guide development. Group is to publish Hot Climate Design Guide. Frank Mills of TC 9.6 to chair
 - i) TC members are encouraged to volunteer with the Conferences and Expositions committee to review papers for ASHRAE and sponsored conferences.
 - j) TC Website reported as up to date
 - k) TC members need to update Bio’s by July 1 with new Employment Discipline information.
 - i) Email was sent to assist and remind TC members.
 - ii) New Provisional and Corresponding Members can be added at anytime.
 - l) TC’s are encouraged welcome guests and encourage more engagement in TC activities.

- 3) **Minutes of Previous Meeting– K. Mead**
 - a) No Meeting Minutes from Denver were distributed. Unable to make contact with TC 5.8 Secretary.
 - b) Vote: No minutes were available for approval.**

4) **Membership Roster Review for 2014-15**

- a) Bill Kumpf is retiring – roll off of VM, add K. Marple & R. Webb for new total of 8 VMs
- b) J. McKernan to replace W. Lawton as vice-chair, K. Mead to request emergency extension of 1 yr as chair.
- c) R. Webb replaces G. Knutson as TC Secretary
- d) Standards, Handbook & Webmaster to remain same

5) **Sub-Committee Reports**

- a) **Handbook:** Significant opportunities have passed for proposed comments to handbook chapters. Multiple changes have been proposed, several of which were reviewed during the TC meeting. John McKernan shared a slideset with TC that summarized the more major proposed changes. Email to be distributed to all TC members to allow one more opportunity for review & comment. Webmaster to also post on TC webpage. Please get your comments back to J. McKernan asap. To be followed by Email Ballot to VMs to accept proposed changes.
- b) **Research:** No report. Ken M. to assume this position from Wayne who is now retired.
- c) **Standards:** Addendum to battery ventilation standard is forthcoming
- d) **Ventilation of Hazardous Spaces:** Mike B. provided update. We have a draft outline that was voted upon favorably by the TC. Outline could be used as basis to propose chapter edits, create HB Chapter or even a guideline or standard. Next step is to re-approach Mark Owen (ASHRAE) and request forwarding for consideration by the ASHRAE Publications Committee to identify allowable path(s) forward.
- e) **Programs:** D. Ghosh to assume this position from Al Woody. J. McKernan is presenting a Conference Paper in New York entitled, "Development and Validation of Proposed Ventilation Equations for Improved Exothermic Process Control". To be presented Tuesday, January 21, 11:00 AM-12:30 PM, CONFERENCE PAPER SESSION 20.

6) **Website Report (Webmaster Mike Baucomm)**

- a) <http://tc58.ashraetcs.org>
- b) The TC5.8 website is up to date, Mike's colleague "Heather" is helping with this assignment

7) **Old Business: Update on Global Harmonized System (GHS) by G. Menzies**

- a) GHS a system that defines and classifies the hazards of chemical products and communicates health and safety information on labels and material safety data sheets (called Safety Data Sheets (or SDS) in the GHS)
- b) New rules for both classification and labeling and the US has signed off on its adoption
- c) Implementation Dates (for U.S.):
 - i) Final rule became effective in U.S on 5/26/12
 - ii) 1 Dec 13 – Train employees on new label and SDS format
 - iii) 1 Jun 15 – comply with all modified provisions of SDS, except till 1 Dec 15 old shipping labels still good
 - iv) 1 Jun 16 – update labels, provide additional employee training as required
- d) Overview notes to be uploaded to TC 5.8 webpage

8) **New Business**

- a) Gerhard Knutson being recognized as ASHRAE Fellow here at the 2014 Winter Conference
- b) Bill Lampkin proposed we develop a TC Business Plan: "what are we doing here?"

9) **Next meeting location (Seattle) and Date (06/30/2014)**

10) **Adjourn**

- a) Motion to adjourn by John McKernan
- b) Meeting adjourned at 6:25 P.M.