

TC 7.9 – Commissioning Main Committee

Meeting Minutes

2023 ASHRAE Summer Conference in Tampa, FL
IN Person & Virtual main committee Meeting – June, 2023
By Lixia Wu, Ph.D., CEM and Ted Leonard, EIT, CEA

6/26/2023 2:30-4:30 PM EST

Meeting Minutes

- Meeting called to order: 2:37 PM
- Webex Issues, meeting paused. Issue resolved at 2:45
- Discussion of Code of Ethics and Commitment to Care
- Voting Member Role Call – 6 VMs present, quorum met
 - a. David Shipley - Present
 - b. Mike Amstadt - Present
 - c. Lixia Wu Online
 - d. Ted Leonard - Present
 - e. Soph Davenport – Online
 - f. Michael Sulva - Present
 - g. Thomas VandeWeerd – Not Present
 - h. Tommaso Dallavalle – Not Present
 - i. Mina Agarabi
 - j. Larry Ollice – Not Present
 - k. Charlie Shieh – Not Present
- Introductions – in person and online
- Section 7 Update from Satheesh
 - a. Request from David S. to have IT support staff available for TC meetings
 - b. Please fill out and submit Activity Report
 - c. Updated roster should now be available
- Review and approval of meeting minutes
 - a. Motion by Michael S, Seconded by Mina
 - b. Motion passed – 6-0-0, chair voting
- Notes from TC Chairs Breakfast
 - a. Presentation on Task Force on Building Decarbonization
 - b. Presentation on Government Affairs committee
 - c. Critical to get activity form submitted quickly
- Correspondence and Committee Activity since last meeting
 - a. Still holding subcommittee meetings in advance of on-site meeting and seems to be working well
 - i. Agreement from group
 - ii. Mina: Suggestion to keep meetings remote and use time at conference to attend other TC meetings

- iii. Basecamp usage: Recommendation for TC 7.9 members get access to Basecamp if they don't already have access
 - b. Subcommittee Reports
 - i. Programs – Michael F.
 - 1. Tampa 2023 – 3 Seminars either sponsor or co-sponsor
 - 2. Chicago 2024 – Not aware of plans for 2024 programs. Reach out to Michael or Soph if interested in programs
 - 3. Mina: 202 Meeting – Discussion on functional testing. Looking to put together forum to discuss FTs
 - 4. Lee Riback – Thankful of support for seminar on Monday morning
 - ii. Research – David S.
 - 1. No current RTARs or Work Statements
 - 2. Working on RTAR with TC 7.5
 - 3. At subcommittee meeting, went through ASHRAE Strategic Pillars and how they could relate to TC 7.9 research proposals
 - iii. Handbook
 - 1. Mike A: All comments need to be on annotated PDFs at ASHRAE Authoring Portal
 - 2. Comments from Walter that were not addressed in 2023 Revision – should be priority
 - 3. Critical to coordinate with SSPC 300 when updating for 2027 handbook
 - iv. Membership – Tom C.
 - 1. Total of 225 members
 - a. 10 VM
 - b. 1 VM non quorum
 - c. Non-voting CM: 2
 - d. PCM: 45
 - e. CM: 167
 - f. 16 YEA Members
 - v. Standards and Special Publications – Walter and Michael S.
 - 1. No active standards and special publications
 - 2. No questions
 - vi. Website - Mohammad
 - 1. No updates
 - vii. Journal Insights – David Sinclair
 - 1. No updates
 - viii. Honors & Awards
 - 1. No updates
 - c. Cognizant Committee Liaison Reports
 - i. ALI – Walter
 - 1. 4 ALI Cx courses, TC 7.9 is cognizant on three of them
 - ii. SSPC 300 – Michael A.
 - 1. 11 Guidelines and Standards either active or nearly published

2. Common annexes are available on the SSPC 300 website, will eventually be linked in each guideline and standards.
3. 1.6 – Data Centers nearly ready for publication
4. Membership of SSPC 300 includes expected work on one of the guidelines or standards and work in a subcommittee
- iii. Jerry K.
 1. DOE started standardizing certifications including commissioning. Revision process has started
 2. NIBS – WBDG Website has been updated regarding commissioning. Good source for information on commissioning
 3. Cx and TAB now required in codes
- iv. SSPC 90.1 – Justin Garner
 1. Good news to report: Working between SSPC 300 and 90.1 to include additional section on Verification and Testing in 90.1. Gained traction at this meeting, incoming chair intends to take updated Cx phrasing
 2. Justin also liaison between SSPC 90.1 and SSPC 300
- v. 111 – Justin Garner
 1. No updates for this meeting
- vi. TC 7.7 – Justin Garner
 1. Meeting tomorrow 6/27
- vii. SPC 90.4 – Gwenn Ivester volunteers
 1. 2022 Standard just came out beginning of this year, addenda and errata to follow
 2. Working to keep numbers up to date as energy codes change
 3. Working to provide information on website
- viii. SPC 62.1
 1. No updates
- ix. TC 7.1 – Integrated Building Design
 1. No updates
- x. TC 7.3 – need someone
- xi. TC 9.6
 1. No updates
- xii. AEDG
 1. No updates
- xiii. MTG on Effective Building Operations – Mina
 1. Meeting is 6/27 9am-11am
 2. Working on paper to be presented at Decarbonization conference
 3. Looking for volunteer
- xiv. Building Carbonization Taskforce – Lixia
 1. Subcommittees working on eight technical guidelines
 2. Slides available that were shown at TC Chair Breakfast
 3. ASHRAE is developing a new certification course and test for decarbonization
- d. Association Reports

- i. BCA – Liz Fischer
 - 1. Focus this year on revamping online training
 - 2. Finished updating best practices for new and existing Cx
 - 3. Hosting Training across country on New, Existing,
 - 4. Annual BCA Conference in October in Orlando
- ii. NEBB – Peter R.
 - 1. No updates
- iii. ACG – Justin
 - 1. Justin will send ACG Report
 - 2. Cx Energy 2023
 - a. 550 people in Ft. Worth
 - 3. Cx Energy 2024 – San Diego
 - a. Looking for abstracts for upcoming conference
 - 4. ACG Building Systems Cx Guideline
 - a. Online dynamic document
 - 5. Webinar Series
 - a. 7/13 next webinar
 - 6. ACG Endorsed EAB Training Center, entered MOU to partner on training courses
 - 7. EMA (Energy Management Association)
 - a. 5 Year Recertification Complete with ANSI
 - b. EMP Virtual Training now Available
 - 8. AABC/ACG TAB Journal
 - a. AIA CEUs available for reading journal
 - 9. AABC Meeting in October in Scottsdale
- iv. ASTM
 - 1. No updates
- v. TABB – Soph D.
 - 1. Summary to be provided
 - 2. Upcoming conference in St. Louis
- e. New Business
 - i. Mina: Any potential to partner with SSPC 300 to recognize effort being put into publications?
 - ii. Considering adding technical portion to TC meeting
 - iii. VM Guideline 36 cmte. Starting discussion to provide guideline Functional Testing. Looking for Liaisons between G36, SSPC 300, TC 7.9
 - 1. Mina: Will be beneficial to have dialogue between SSPC 300 and Guideline 36
 - iv. TC 7.1 – not much work happening, looking for things to do.
 - v. Subcommittee meetings happen before next meeting – next will be early January before Chicago. Encourage planning additional subcommittee meetings between now and then.
 - vi. Next meeting is in Chicago

- vii. Mina: David Sinclair looking to partner with YEA to hold program on getting young engineers into commissioning.
 - 1. Unknown if abstract has been created. Will coordinate with Mike F. to help get program set up.
 - viii. Mike A and David S. attended handbook training
 - ix. David S. requests that Lixia is cc'ed on any emailed reports.
- f. Motion to adjourn by Mike S.
- g. Meeting over at 4:02 pm