

TC 2.3 Program Subcommittee DRAFT Meeting Minutes

Thursday, January 20, 2022, 1:00-2:00 PM EST

1. Meeting called to order at 1:14 PM EST
2. Tori will take meeting minutes and attendance. See table below for all attendees based on WebEx chat.

Nick Agopian	Brian Krafthefer	Gregg Sanko
Victoria Binz	Kevin Kwong	Michael Sherber
Glenn Brinckman	Paula Levasseur	Lu Song
KJ Choi	Marilyn Listvan	Christine Sun
Ashish Gadhave	Matt Middlebrooks	Marwa Zaatari
Henry Greist	Chris Muller	
Sanjeev Hingorani	Caitlin Naske	
Chrystal Jolliffe	Kathleen Owen	
Gemma Kerr	Scott Parris	

3. Review and Discussion of Programs
 - a. Item 1
 - i. "What You Need to Know" was added to the title.
 - ii. Will be resubmitted for the Toronto meeting.
 - b. Item 2
 - i. Update made to location/when, will most likely be for Atlanta
 - c. Item 3
 - i. Discussion on if this program still makes sense to hold due to it being the main focus of the new TG2.RAST, overall there is an agreement that it should be kept on the list as a program.
 - ii. Kathleen said that it is possible that this program could possibly take place in Toronto, but she will follow up in a few weeks to confirm.
 - d. Item 4
 - i. Session type was updated to be a seminar
 - ii. Gemma commented that it will held be during the Atlanta meeting
 - e. Item 5
 - i. Ashish was not on the call, but KJ will follow up with him to get an update on the status of this program
 - f. Item 6
 - i. Kathleen will give an update as to when this workshop will take place to subcommittee in Toronto. Her hope is to wait until after the RP is complete. Location updated to Tampa and beyond.
 - g. Item 7
 - i. Chang Seo was not on the call, KJ will reach out to her to receive a status update.
 - h. Item 8
 - i. Chris Muller volunteered to help with the program and Marwa volunteered to take over as champion. Updated to Atlanta
4. Discussion/Brainstorming of new program ideas
 - a. Brian suggests adding a program about particle loading of gas phase filters following conversations in TC 2.3 research subcommittee. New workshop/forum added "Particle Loading of Gas Phase Filters – Is it a Problem?"
 - i. Brian will champion and Matt, Paula and Vijay volunteered to help. TC 2.4 and TC 5.10 will be asked to cosponsor.
 - ii. Tentatively will be held during the Atlanta meeting
 - b. Nick suggests introducing a program about gas phase contaminants in residential buildings and homes.
 - i. A few suggested ideas include in room air cleaners, measuring gas phase contaminates in residential buildings as a result of forest fires, how to choose which filter to use.
 - ii. Filters in residential applications are being used differently now than they have been used in the past. Filters were initially used just to protect mechanical equipment such as coils not occupants. Due to COVID occupants are using their homes differently. (Nick)
 - iii. Nick will brainstorm potential titles for the program and report back to the subcommittee, for now title is left as "Breathing in Your Home" and will be a workshop/forum format. Nick will champion
5. Summary of Programs including changes and additions as dictated above.

Seminar, Forum, Workshop, Debate and Panel Proposals Due Tuesday, February 22, 2022

Toronto, June 25-29, 2022, Atlanta, Feb. 4-8, 2023, Tampa, June 24-28, 2023, Chicago, Jan. 20-24, 2024, Indianapolis, June 22-26, 2024, Orlando, Feb. 8-12, 2025, Phoenix, June 21-25, 2025

	Session	Title	Co-sponsor	Champion	Location	Was held/Due
1	Seminar	Emerging Gas-phase Technologies -- What You Need to Know		KJ	Las Vegas	Resubmit for Toronto

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2	Seminar	Don't Gamble with IAQ: Guidance on Estimating and Monitoring the Performance of Gas-Phase Air Filters		Chris Muller	Atlanta	
3	Workshop /Forum	Testing Reactive Air Cleaners		Owen	Toronto or beyond	
4	Seminar	Exploring Gas to Particle Transition/ Brandon Boor and Stevens	TC 2.4	Brian	Atlanta	
5	Seminar	How to Choose a Gas-phase Filter	TRG4, 62.1, SSPC 145	Ashish Mathur	Atlanta or beyond	
6	Workshop	Review and Evaluation of Standard 145.2 Test Data		Owen	Tampa and beyond	
7	Workshop	Occupant related indoor air pollution (Chang Seo)	TC2.4	Charlene	Atlanta or beyond	
8	SSPC62.1 Workshop	Misapplication of IAQ Procedure (Hoy, Marwa and Charlene, Chris Muller)	TC 2.3, EHC,	Marwa	Atlanta	
New Program Ideas						
9	Workshop/forum	Particle Loading of Gas Phase Filters- Is it a Problem? (Matt, Paula, Vijay, Brian)	TC2.4, TC5.10	Brian	Atlanta	
10	Workshop/forum	Breathing in your home		Nick	Beyond	

Notes:

Technical Paper Session: These sessions present papers on current applications or procedures, as well as papers resulting from research on fundamental concepts and basic theory. Papers presented in these sessions have successfully completed a rigorous peer review. Forms for written comment are available at each session and sent to respective authors for reply and publication in ASHRAE transactions, if received by a certain date.

Conference Paper Session: These sessions present papers on current applications or procedures, as well as papers reporting on research in process. These papers differ from technical papers in that they are shorter in length and undergo a much less stringent peer review.

Seminar: These sessions feature presentations on subjects of current interest. There are not papers attached to seminars.

Workshop: These sessions enable technical committees and other ASHRAE committees to provide a series of short presentations on a topic requiring specific expertise. These short presentations are provided with an increased emphasis on audience participation and training in a specific set of skills. There are not papers attached to workshops.

Forum: The sessions are “off-the-record” discussions held to promote a free exchange of ideas. Reporting of forums is limited to allow individuals to speak confidentially without concern of criticism. There are not papers attached to forums.

Panel Discussion: Panel discussions can feature a broad range of subjects and explore different perspectives on industry related topics. This session format includes a panel of 3-4 speakers each addressing a facet of the session topic, followed by an interactive discussion lead by the session chair. Panel Discussions may be 60 minutes or 90 minutes in length and will be posted online in the Virtual Conference.

Debate: Debates highlight hot-button issues commonly faced by our membership. Industry experts, either on teams or as individuals, argue opposing sides of an issue, concluding with position summaries and audience feedback. Debate sessions may be 60 minutes or 90 minutes in length and will be posted online in the Virtual Conference.

Toronto, June 25-29, 2022

Track 1: Fundamentals and Applications: Erik D Sanchez

Track 2: HVAC&R Systems and Equipment: Marites Calad

Track 3: Research Summit: Brian Fronk

Track 4: Connected Buildings, Connected Communities: Ahmed Abdel Salam

Track 5: Cold Climate Building System Design, Operation and Resilience: Davide Ziviani

Track 6: IAQ, Energy Use, Comfort and Health of Sustainable Buildings: Rafi Karim

Track 7: Professional Development and Education: Maggie Moninski

Track 8: Buildings in the Aftermath of COVID-19: Andy Cochrane

6. Program subcommittee adjourned at 2:01 PM EST