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## **Minutes**

### **ASHRAE 2019 Semi-Annual Conference**

#### **TC 1.6 Terminology**

##### **Atlanta, Ga.**

##### **Monday Jan 14, 2019 8-11 am**

1. Meeting called to order at 8:10 am
2. Roll Call – Art Hallstrom, Kyle Kiseback (via e-meeting), Roger Lautz (left earlier, left proxy with Hallstrom), Bryan Holcomb, Cameron Labunski, Bruce Billedeaux, Jaap Hogeling (attended part of meeting, Hallstrom had his proxy.), Gemma Kerr, Rex Camit. Guest - Amir Jokar TC 1 Section Head.
3. Chair did ASHRAE Ethics Review
4. TC Approved Minutes from Houston 2018 meeting. 7,0,0 CNV
5. Chair's Report:
  - a. Mr. Holcomb attended the TC Chairs Breakfast. TC was advised on a plan to merge about 180 TC's groups to 30 by combining them into large Technical Working Groups. This plan, apparently BOD approved, was presented to TAC on Friday, and to all TC's at this meeting. One hour of discussion happen with Section 1 Chair Amir Joker participating.
    - i. Mr. Labunski stated it would be difficult to merge TC's.
    - ii. Mr. Billedeaux asked who would supervise the new TWG? How would the TC get it work done? How would member vote on their issues of interest in a TWG? Is this leading to one meeting a year? Does ASHRAE have enough hardware to conduct more e-meetings?
    - iii. Mr. Hallstrom pointed out the change would require large and expensive changes to the Society NetForum database. Impacts awards, reports, etc. If the change resulted in lower meeting attendance the Society might see a large drop in hotel rooms rented, adversely impacting Society Finances.
    - iv. Mr. Holcomb thought it could see a lower number of YEA members participating.
    - v. Mr. Kiseback thought 150 people in a TWG would be too large a group for people to interact with. He also asked about the Silos comment.
    - vi. Mr. Holcomb was asked by the Chair to draft the committee response by Feb 15 so the TC can vote on and submit by Feb 28.
  - b. Mr. Hallstrom presented on how to join TC 1.6.
  - c. Mr. Hallstrom discussed next year's roster. The result: all positions filled. (Next year's Roster has been posted on the TC 1.6 Basecamp).
  - d. Mr. Hallstrom congratulated Committee Member Jaap Hogeling on his nomination to Society DAL.



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6. Vice-Chair's Report:
7. Secretary Report – None
8. Subcommittee Reports:
  - a. Working File Team – Mr. Hallstrom
    - i. Reported the ASHRAE TERMINOLGY online was updated in November with about 100 changes. (<https://www.ashrae.org/technical-resources/free-resources/ashrae-terminology>).
    - ii. Recapped the TC 16 working file changes. Working file is in the Basecamp 3 “ashrae TC 16 working file” location. Access is free. Users must agree to the terms of use. Access available on request to Manager of ASHRAE Standards, TC 1.6 Chair or Vice Chair. In Jan the working file will be updated with Guideline 4, 11 and Stds 22, 25, 29, 30, 32.2, 41.7, 72, 161, 182 and 202. The TC1.6 working file contains many of the terms and definitions found in ASHRAE std and guideline glossaries plus some other TC approved sources. It has over 20,000 term entries and is updated twice 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 this TC offering is to make it easier for ASHRAE authors and reviewers to research terms and definitions for new or revised publications. Avoid copyright issues.
    - iii. The next working file update to the Online ASHRAE Terms (code 7, 6) will be sent to Bruce B data team in Feb 2019. Any approved changes will be sent to ASHRAE Editor who will approve them and upload them. After this is done, the new online terms will be used to update the working file.
    - iv. SME (Subject Matter Experts) continues to provide input to TC 1.6. When SME's are identified, their area of interested with be determined and communications set up. A third basecamp site, TC 1.6 SME has been set up for this purpose. The first SME group is in the refrigeration area. In the last six months, the commissioning area and hospital areas were added.
    - v. Guidance to the SMEs in the authoring bodies tells them how to search, compare, and 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.
    - vi. Received IIR input from Mr. Van Baster, ASHRAE DAL on 5 refrigeration terms from IIR. The new terms will be put to a vote for publication in Feb. (The ASHRAE – IIR Terms exchange is working well and is the model for future allied associations.)



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- vii. Mr. Hallstrom talked with Mr. Hogeling about developing a formal or informal term sharing relationship with REVHA. Mr. Hogeling to advise.
  - 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. Goal is to add a section on Hard or Rational Unit Conversions. Would like this hard conversion process ready to discuss in Kansas City.
  - c. Standards – Mst Kerr represents the filtration TCs 2.3 and 2.4. She would like to start working on harmonization. Would like to include ISO terms. Mr. Kiseback reminded that all ISO terms have copywrites. ASHRAE can use if we created them first. Mr. Billedeaux mentioned Europe Stds are different from US because they are often government funded and supported.
  - d. Program – Mr Kiseback. TC is working on implementing suggestions from Houston Working Group 6.
  - e. Web Page – Rex Camit. TC site is up to date. All TC Meetings listed. Need to add basecamp info.
  - f. Research – No report.
9. Liaison Reports –
- a. Mr. Hogeling said that he would discuss with REVHA shared terms development. REVHA is about 2.5 times larger than ASHRAE but made up of lots of indirect members in smaller organizations in Europe.
  - b. Mr. Hallstrom reported IIR plans on a 100 terms update on refrigeration terms in the next six months.
10. Old Business:
- a. Rational SI-IP Units Spreadsheet Project – Ongoing project. From workshop, there is a great international desired 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/m<sup>2</sup>). 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 3.5" in the US and 48 mm x 98 mm in the UK, which is sometimes called a 45-90 or*



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*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.*

11. New Business.

12. Next Meeting Times:

2019	Jun 24 – Kansas City, MO	
2020	Feb. 3, 2020 – Orlando, FL	June 29 – Austin, TX
2012	Jan – Chicago	June – Phoenix, AZ

Meeting Adjourned 11 am.