

ASHRAE MEETING Agenda – Chicago
TC 2.3 - Gaseous Air Contaminants/Removal Equipment
TC Meeting

Tuesday – January 24, 2012 13:00 - 15:30 (1:00 – 3:30 PM)
Palmer House Hilton Hotel: Hancock Room (6)

The meeting attendee list is as follows:

Last Name	Name	Member Status	Position	Present
Total Voting Members = 14; 13 in attendance				
Bayer	Dr. Charlene W. Bayer, PhD	V	Secretary	P
Burroughs	Mr. H.E. Burroughs	V	ALI Coordinator	P
Flom	Mr. Michael C. Flom	V	Member	P
Grzywacz	Ms. Cecily M. Grzywacz	V-NQ	Member	P
Hafendorfer	Mr. Brian J. Hafendorer	V	Member	P
Listvan	Dr. Marilyn A. Listvan, PhD	V	Publications Chair -	P
Lull	Mr. William P. Lull	V	Member	P
Middlebrooks	Mr. Matt Middlebrooks	V	Chair	P
Muller	Mr. Christopher O. Muller	V	Member	P
Owen	Ms. Kathleen Owen	V	Research Chair	P
Roseberry	Mr. Jeffrey Roseberry	V	Webmaster	P
Stanley	Mr. W. Brad M. Stanley	V	Vice Chair	P
Tronville	Dr. Paolo M. Tronville, PhD	V-NQ	Standards Chair	P
Zhang	Dr. Jianshun S. Zhang, PhD	V	Member	-
Total Non Voting Members = 12				
Baker	Mr. Wane A. Baker	NV	Member	P
Burkhead	Mr. Robert B. Burkhead	NV	Member	P
Campion	Dr. Christopher L. Campion, PhD	NV	Member	P
Choi	Dr. Kyung-Ju Choi, PhD	NV	Program Co-Chair	P
Copley	Mr. Johnnie H. Copley	NV	Member	P
Freeman	Mr. W. Peter Freeman	NV	Member	P
Hanson	Mr. Eric Hanson	NV	Member	P
Kerr	Dr. Caroline M. Kerr, PhD	NV	Handbook Chair	P
Lee	Dr. Chang-Seo Lee, PhD	NV	Member	P
Mathur	Mr. Ashish Mathur	NV	Member	P
Schaaf	Mr. David A. Schaaf, Jr	NV	Program Co-Chair	P
Slabinski	Mr. Stanley Slabinski	NV	Member	P
Sun	Dr. Christine Q. Sun, PhD	NV	MTG-EEC Chair	P
Total Visitors = 6				
Freeman	Mr. William S. Freeman	None	-	P

Last Name	Name	Member Status	Position	Present
Haas	Mr. Dan Haas	None	-	P
Haendler	Mr. Volker Haendler	None	-	P
Hanson	Mr. Scott D. Hanson	None	-	P
Levasseur	Ms. Paula Levasseur	None	-	P
Largent	Mr. Dun Largent	None	-	P

Summary Motions

#	Motion	Vote
1	Barney Burroughs moved to accept the minutes from the Montreal meeting. Cecily Grzywacz seconded.	PASSED: 10-0-0 CNV
2	Barney Burroughs moved to extend Nick Agopian's term as voting member and Brad Stanley's term as alternate on MTG-EED through 2013. Marilyn Listvan seconded.	PASSED: 12-0-0 CNV
3	Brad Stanley moved for the MTG-EEC to look at gaseous filtration now and not wait for completion of particulate filtration analysis. Cecily Grzywacz seconded.	PASSED: 12-0-0 CNV
4	Marilyn Listvan moved to adjourn the meeting. Cecily Grzywacz seconded.	PASSED: 12-0-0 CNV

Summary Action Items

#	Action Item	Owner
1	TC to vote on TC2.3 members on MTG-EEC at each June meeting for the next year	Matt Middlebrooks or current Chair
2	Committee members are to submit their lists of papers and publications, which they have authored. May send their resumes, and Marilyn will extract the pertinent publications.	Marilyn Listvan
3	TC to vote on whether or not to add a second alternate to the MTG-EEC at the June 2012 meeting	Matt Middlebrooks
4	MTG-EEC proposed methodologies to be distributed to the TC for review. Committee will discuss via e-mail and letter ballot vote.	Brad Stanley
5	Committee members interested in participating in ISO advisory panel on the ISO/TC142 actions are to contact Matt Middlebrooks	Matt Middlebrooks
6	Website to be rebuilt. Investigate hosting site and other sites such as Photobucket and SugarSync to post photos and documents to link to the website	Jeff Roseberry and Nick Agopian

Meeting Minutes Begin

1. Call to order.
2. Introduction of guests and members. Identify & Reporting from ASHRAE liaisons.
 - a. Meeting called to order at 1:00 PM by Matt Middlebrooks.

- b. 10 voting members present at 1:00, not counting chair.
 - c. Marilyn Listvan arrived: 11 voting members present at 1:15, not counting chair.
 - d. Jeff Rosebury arrived: 12 voting members present at 1:21, not counting chair.
 - e. Chris Muller instructed the committee to watch for the public review of 62.1 particularly in the area of IAQP, and to comment as necessary. He also mentioned the ongoing US Green Building Council's IAQP activity for inclusion in LEED.
3. Review as needed and Approval of previous meeting minutes from Montreal, QC.
- a. **Barney Burroughs moved to accept the minutes**
 - b. **Cecil Grzywacz 2nd**
 - c. **Passed: 10-0-0 CNV, Chair not voting**
4. Subcommittee Reports
- a. Handbook - *Subcommittee Chair Gemma Kerr*
 - i. Updates for Fundamentals Ch. 11 and Applications Ch. 45 (see following pages)
 - 1. Chapter 45 was published in the 2011 Applications Handbook and does not currently require revisions. Chapter 45 will become Chapter 46 in the next publication of the Applications Handbook.
 - 2. Chapter 11 is undergoing revisions. Writing/revision assignments were made in the subcommittee meeting. Chapter 11 must be voted upon at the June 2012 meeting.
 - 3. In the future, the revisions to Chapter 45 and Chapter 11 will be differentiate the two chapters so that Chapter 45 will be the "engineer's application version" and Chapter 11 will be the more "tutorial/explanation version".
 - b. Membership - *Subcommittee Chair Matt Middlebrooks*
 - i. Committee now has 14 voting members with the goal to grow to 16 voting members. Four members will roll off after the June meeting: Barney Burroughs, Marilyn Listvan, Jeff Roseberry, and Chris Muller. Four members will roll on: Gemma Kerr, Josephine Lau, Chang-Seo Lee, and David Schaaf.
 - ii. Committee is actively seeking new members. To become a voting member, it is necessary to be a corresponding member for one year and should be active in subcommittee activities. It is the prerogative of the chair to select the voting members.
 - c. Planning - *Subcommittee Chair Brad Stanley*
 - i. Outcomes and Recommendations from Planning Subcommittee Meeting
 - 1. Committee membership and potential incoming officers were discussed

2. Website discussion was held. The website is non-functional due to being dropped from the hosting site at NAFA. Jeff Roseberry agreed to work with Nick Agopian to rebuild and maintain the website. Committee is looking for a new hosting site.
 3. Decision was made for the Publication Subcommittee to not hold a separate subcommittee meeting from the main committee meeting. Publications will be discussed during the main committee meeting.
 4. A discussion was held about how to track action items between meetings and is there an automatic electronic tracking system.
- d. Professional Development Coordinator - *Barney Burroughs*
- i. No report
- e. Program - *Subcommittee Chair*
- i. Matt Middlebrook reported
 - ii. K.J. Choi and David Schaaf have agreed to serve as co-chairs for the Program Subcommittee to replace Dean Tompkins.
 - iii. One seminar that we co-sponsored with TC2.4 was presented at the Chicago meeting. This was "YEA for Air Cleaning" moderated by Al Veeck.
 - iv. Three programs were submitted for San Antonio and were rejected. One session was submitted and accepted for San Antonio; however, only one complete paper was submitted. (See table below.)

#	Type	Meeting	Title	PIC	Status	Result
1	Seminar	Chicago	Is the filter performance related to your life?	KJ Choi	Submitted	Rejected
2	Forum	Chicago	Lessons Learned in filtration	Marilyn Listvan	Submitted	Rejected
3	Forum	Chicago	Contaminants of Concern	Charlene Bayer	Submitted	Rejected
4	Conference Paper Session	San Antonio	Basics to predict operating cost savings from reduced outdoor air	Bill Lull	Submitted, Not Completed	Accepted
			Gas Phase Filtration and the Indoor Air Quality Procedure	Bill Fisk	Submitted, Not Completed	Accepted
				Mark Jackson	Submitted, Not Completed	Accepted
		Contaminants in Hotel Room Exhaust Air	Brad Stanley	Submitted, Completed	Accepted	

- v. Several programs were planned for submission are San Antonio and Dallas or for later meetings. These are listed in the table below.

Type	Title	CoSponsor	Chair	When
	UVPCO (Hugo, LBL) 1457 Report (Ramses, U of W)			
Forum	Filtration and Air Cleaning Position Paper	TC 2.4	Barney Boroughs	San Antonio
Seminar	Desiccant wheel Odor Removal		Nick Agopian	Later
Seminar	Is the filter performance related to your life?	TC 2.3 cosponsor	KJ Choi	San Antonio
Conference Paper	IAQP Case Study Documentation	TC 2.4	Barney Burroughs & Charlene Bayer	Later
Seminar	Filter performance for Ozone Jeff Siegel Kathleen Owen Jenson Zhang Chris Muller Brad Stanley	EHC, 62.1	Brad Stanley	San Antonio
Seminar	Air Cleaning Standards Update 145.1/2 Update – Chris Muller 2.9 Standard Update – Matt help 2.4 Standard Update – Charlie help ISO TC 142	2.4, 2.9	Chris Muller	Dallas
Seminar or Conference Paper	Air Cleaning Standards – Example Test Results	2.4, 2.9		San Antonio or Dallas
	TG 2 (Building Security) – Where does filtration fit in		Matt Middlebrooks	Later

f. Publication – *Subcommittee Chair Marilyn Listvan*

- i. The subcommittee meeting is cancelled for the Chicago meeting
- ii. Marilyn attended the ASHRAE publications meeting. She distributed a list of the recently published and soon to be published documents, which includes several Advanced Energy Design Guides. Important to the Committee is the entry TC2.3 IAQ papers. These are papers Marilyn is scanning to CD which are Committee member publications.
- iii. **Action Item: Committee members are to submit their lists of papers and publications, which they have authored. May send Marilyn their resumes, and she will extract the pertinent publications.**
- iv. A publication subcommittee meeting will not be held as a separate subcommittee meeting in the future, but will retain the Publications

Subcommittee Chair to enable discussions at the Main Committee meetings.

- g. Research - *Subcommittee Chair Kathleen Owen*
 - i. RP-1457 updates
 - 1. At Montreal, RP1457 was voted to be stopped; however, the University of Wisconsin petitioned ASHRAE to allow them to complete the project. A revised research plan, scope or work and objectives, and schedule were devised and approved by the PMS and ASHRAE. Project restarted in November.
 - 2. Presentation of current status was presented at Research Subcommittee Meeting.
 - 3. Charlene Bayer to replace Mark Stutman on PMS.
 - ii. RP-1557 project update
 - 1. Reported by Matt Middlebrooks
 - 2. Active project started in September
 - 3. Project report update given to PMS Sunday afternoon
 - 4. Summary presented at the Research Subcommittee meeting
 - iii. Current RTAR and WS update
 - 1. 1625-RTAR and 1579-RP were submitted and rejected. Both are being re-worked for re-submission.
 - iv. Future RTAR summary and request for help
 - 1. A list of proposed RTARs was developed and champions named for future submission. See the Research Subcommittee report for this list.

- h. Standards - *Subcommittee Chair Paolo Tronville*
 - i. Status quo of ASHRAE 145.1-2008 revision
 - 1. A revision of 145.1 has been requested. However, SSPC 145 is a standing committee for continuous standard maintenance; therefore, these revisions should be handled through this process.
 - ii. Activity of MTG-EEC (Energy Efficiency Classification of General Ventilation Air-Cleaning Devices)
 - 1. Nick Agopian is voting member for Committee. Brad Stanley is alternate member. Each member is only elected for a one-year term and must be re-voted each June. Brad is questioning if we need a third member as a second alternate. MTG roster for next year due to ASHRAE on January 24, 2012.
 - a. **MOTION:**
 - i. **Barney Burroughs moved to extend Nick Agopian's term as voting member and Brad Stanley's term as alternate on MTG-EED through 2013.**
 - ii. **Marilyn Listvan seconded.**
 - iii. **PASSED: 12-0-0 CNV, chair not voting**

1. Report from TC liaisons.
 - a. Bill Lull stated that TC8.12 is interested in a project using desiccants as gaseous phase filters.
 - b. Barney Burroughs stated the TG2.2 (Buildings Security) needs additional members.
 - c. Charlene Bayer stated the EHC and 62.1 will vote on support of 1625-RTAR and 1579-RP once the rewrites are completed.
2. New Business
 - a. Request for folks to step up as Vice chairs and helpers
3. Agenda suggestions for the Summer Meeting in San Antonio
 - a. Vote for the next year's MTG members
4. Adjournment
 - a. **MOTION:**
 - i. **Marilyn Listvan moved to adjourn**
 - ii. **Cecily Grzywacz seconded**
 - iii. **PASSED: 12-0-0 CNV**