

ASHRAE DRAFT Meeting Minutes
February 2026 Winter Meeting Las Vegas, Nevada
TRG4.IAQP - Indoor Air Quality Procedure Development

Sunday, February 2nd, 2026

4:30 PM – 6:00 PM PST

Meeting Location – Caesars Palace, Venice (P)

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1. Call to Order at 4:32pm local. Introduction of guests and members. **Please sign in on the sign-in sheet.**

2. ASHRAE Value Statement

“In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so feels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.”

NOTE: Recording (Audio, Video, Screenshots) of ASHRAE meetings, including online meetings, is strictly prohibited.

NOTE: Generative Artificial Intelligence (GAI) should not be used in creating, editing, revising, and modifying ASHRAE products.

3. Membership

- a. Voting Members Present = **7 out of 9, Quorum Obtained**

NAME	POSITION	PRESENT
Victoria Binz	Chair	Yes
Christopher Ahne	Vice Chair	Yes
John Randtke	Secretary	Yes
Carl Bengtsson	VM	Yes
Kevin Kwong	VM	Yes
Peter Makris	VM	No
Peter McKinney	VM	No
Christopher Muller	VM	Yes
Tracy Stoner	VM	Yes

- b. Members

- i. [9] Voting Members

1. [5] Rolling off after Annual Meeting 2025: Anthony Abate, Mattea Brown, Brian Hafendorfer, Gemma Kerr, Lexuan Zhong
2. [5] Rolling on July 1, 2025: Chris Ahne, Carl Bengtsson, Peter Makris, Peter McKinney, Tracy Stoner
3. Roster Changes should be effective July 1, 2025
- ii. NEW VOTING MEMBERS: Contact TRG leadership if interested in becoming a voting member, working to add 4-5 more VMs so we are on a more regular rolling on/off cycle
- iii. Membership: 110 total members
 1. [9] Voting Members
 2. [67] Corresponding Members
 3. [31] Provisional Corresponding Members
 4. [27] YEA Members
 5. [36] International Members
 6. [6] New Members following Annual Meeting
- iv. **New members/members verify that membership status is listed on their ASHRAE profile or check with me at the end of the meeting.**
 1. Go to “My Profile” on the ASHRAE website and either select “Participation” in the upper right-hand corner OR select arrow in the upper left-hand corner then select “Committees” to view active committees and membership status.
 2. Go to “My Profile” on the ASHRAE website and check to make sure information in the “Contact Info” and “Biographical Info” screens are up to date.
- c. ASHRAE new Roster Form issues
 - i. Experiencing difficulties with making updates and additions, we were unable to make changes to the roster form that we received prior to the annual meeting in Indianapolis
 - ii. Please confirm your membership status even if you have been a member for a while, many were dropped accidentally
4. Approval of Meeting Minutes
 - a. **VOTE**: To approve the TRG4IAQP Winter DRAFT Meeting Minutes Chicago, Illinois Sunday January 21, 2024
 - b. **VOTE**: To approve the TRG4IAQP Annual DRAFT Meeting Minutes Indianapolis, Indiana Sunday June 23, 2024
 - c. **VOTE**: To approve the TRG4IAQP Winter DRAFT Meeting Minutes Orlando, Florida Sunday February 9, 2025, DRAFT Meeting Minutes from Orlando posted on TRG4 website
 - d. **VOTE**: To approve the TRG4IAQP Annual DRAFT Meeting Minutes Pheonix
 - i. Chair distributed DRAFT meeting minutes from Winter 2024-Chicago, Annual 2024-Indianapolis, Winter 2025-Orlando, and Annual 2025-Pheonix prior to meeting.
 - ii. Email ballot was sent out 12/15/2025 to approve all past DRAFT meeting minutes. Ballot was not successful due to lack of responses from voting members.

- iii. Carl makes the motion to approve all past DRAFT meeting minutes; Tracy seconded the motion.
 - 1. MOTION PASSES: 6-0-0-2-CNV (in favor-against-abstaining-not present-CNV/CV)
- 5. Chair's Breakfast Report
 - a. Chair's Breakfast and Training Workshop Sunday, February 1st Caesars Palace, Palace II & III (E)
 - i. Discussion on reduction of in-person meetings. All subcommittee meetings must be held virtually prior to ASHRAE conference
 - 1. Intent to still meet in person; Chair will request an in person meeting and will reach out to the group if not approved.
- 6. Liaisons
 - a. Section Head
 - i. Not present.
 - b. Liaison (Tori B) - SSPC 62.1
 - i. There are several addenda and continuous maintenance proposals that have been approved and are now included in the 2025 version of the standard.
 - ii. 62.1 Coordination and Outreach Subcommittee is working on an updated users guide for 62.1-2025
 - 1. Substantial changes have been made to the standard since the 2019 version of the User's Manual was written, one example is the major revisions and additions to the IAQP section.
 - iii. Discussion ensued related to how TRG4 could be involved in the User Guide process.
 - iv. Current discussion in the Outreach Subcommittee is revolving Volunteers for working group to help make determination if we pursue funded or volunteer route:
 - 1. John Randtke
 - 2. Chris Ahne
 - 3. Tori Binz
 - c. **SSPC 62.2**
 - i. MERV 11 as a minimum for residential ducted HVAC systems. Continued conversations about how to proceed with ductless systems.
 - d. **Liaison (Caitlin) SSPC 145**
 - i. 145.4 Chamber + Duct Standard of IRAC and IDAC, group is working on addressing comments from initial public review.
 - 1. Two gases are being tested for byproduct measurements.
 - 2. How does concentration impact CADR?
 - 3. A new research project has been submitted to determine if mixtures of gas can be tested with similar results as testing for individual gases.
 - e. **SSPC 234 (Kathleen)**
 - i. Renamed to 234 but was formerly 185.5, was renamed as the 185-nomenclature insinuated close relation to UV technologies not all technologies such that the testing standard intends.
 - ii. In process of submitting for 2nd PPR.
 - f. **TG2.RAST Reactive Air and Surface Treatment (Kathleen)**
 - i. Building out subcommittees, working on establishing more interim meetings.

- g. **TG2.IAQMD (Carl)**
 - i. Carl volunteered to be a liaison and report on TG2.IAQMD in future meetings
 - h. **Others?**
7. Research/Programs
- a. Updates on:
 - i. **RP-1869:** Evaluation of Indoor Air Contaminants with respect to Development of a Revised Indoor Air Quality Procedure (IAQP) Design Compound and Design Target Lists for Standard 62.1. Champion: Gemma Kerr. WG: Jim Dennison
 - 1. Objective is to help define contaminants and limits of design compounds for IAQP requirements.
 - 2. VOC papers have been consolidated. Previous limits based on professional judgment, and old data from the 1990's. New database provides averaging of reported VOCs in commercial and non-residential buildings.
 - 3. The research itself won't make recommendations but will provide data on what cognizant authorities have required/recommended in the past.
 - 4. Report to be issued to TC-2.3 by April.
 - 5. Jeremy: Raised question about space generation rates.
 - a. Gemma & Jim: This is not included in the current research project.
 - b. Generation rates are defined in the IAQP calculator for a few space types however most are left to the users to find data for use in the calculation.
 - 6. Further research will be needed to study generation rates following results of RP-1869 -> Action Item to move to TC-2.3 Research.
 - ii. **RTAR "Evaluation of Electronic Air Cleaner Performance as Equipment Ages" (John Randtke)**
 - 1. Consider reaching out to TG2.RAST for co-sponsorship when this RTAR is ready to move forward.
8. General Discussion
- a. Tori shared IAQP Roadmap, drafted by Marwa, and explained future coordination with 62.1 R&E Subcommittee
 - i. Many items on roadmap are pending completion of RP-1869.
 - b. Tracey Stoner volunteered to work on IAQP calc samples that could be shared publicly that could be used to test non-ASHRAE calculators (calculators provided by manufacturers) or check accuracy of a user's use of ASHRAE's IAQP calculator.
 - c. Future consideration should be given to bioeffluents and generation <- Hold off until RP-1869 is released.
9. New Business
- a. Guideline 42 is the guideline for enhanced indoor air quality and is available for purchase.
 - b. Carl: TG2.IAQMD, could air quality monitors be used as a reference point to show if IAQP is operating as designed.
10. Adjournment at 7:59pm local