

**ASHRAE TC 01.08  
Mechanical Systems Insulations  
Full Committee**

**DRAFT Meeting Minutes**

2025 ASHRAE Summer Meeting  
Phoenix, AZ

Main Meeting:  
Monday 6/23/25, 4:15 - 6:00 PM EDT  
Sheraton Phoenix Downtown, Coronado Boardroom (Level 3)

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Meeting ID: 957 8888 6023

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Attendees: A. Neely-Owens Corning, S. Spence-Lamtec, D. Peil-Knauf, H. Sharif-Johns Manville, K. Patel-Armacell, A. Cusick-Owens Corning, K. Locke- Central Florida Tourism Oversight District, A. Worrell-Links Ind., A. Eckrich, Schmidt Assoc., S. Sanders-ESI, B. Reid-SPOT, R. Sullivan, Kingspan, R. Kerber, Air Duct Council  
ONLINE: C. Petty-Lamtec, B. Brayman, Brayman Insulation Consultants,

1. **Call to order** Heather Sharif  
Meeting called to order @ 4:15PM
2. **Review Scope – H. Sharif reviewed.**  
TC 1.8 is concerned with the application and performance of thermal and acoustical insulation systems used on pipes, tanks, equipment and ducts.
3. **ASHRAE Code of Ethics Commitment – H. Sharif reviewed.**  
“In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, integrity and respect for others, and we shall avoid all real or perceived conflicts of interests.” See full ASHRAE Code of Ethics: <https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics>
4. **Introductions** All
  - a. Determination of a quorum Darrell Peil

VOTING MEMBERS FOR THIS MEETING (Need (7) or ½+1 for a Quorum)

Heather Sharif (Chair)	6/30/2027
Alec Cusick (Research)	6/30/2028
Darrell Peil (Vice Chair/Sec)	6/30/2028
Gordon Hart	6/30/2026
Charlie Petty	6/30/2026
Bill Brayman	6/30/2026

Art Giesler	6/30/2028

**5. Agenda additions**

**All**

**6. Chair's Report**

**Heather Sharif**

- a. Chair's Goals
  
- b. Announcements and Highlights from TC Chairs Breakfast Meeting
  - TC Chair Breakfast – Uploaded PPT to Basecamp
  - Biggest Takeaway – CEBD(Building Decarbonization) – 5 different strategic themes
  - New Technical Committee for Space – TC 9.13
  - AI – New TC -- MTG.GAI
  - New Section 1 Head is Natasha
  - Programs – 129 Submissions, 86 Accepted.
  - Reviewed Tracks from Las Vegas
  - TC Activity Form has been updated and enhance tracking and value assessment
  -

**7. Liaison reports**

**Liaisons**

- a) **Section Head – Jason Atkisson**  
 ASHRAE New Strategic Plan – 2025-2028 – 3 Key Goals  
 Organizational Agility  
 Renewed focus on easy communications across organization  
 Global Technology Interaction Committee – Align and Update Most Popular standards  
 July 1 is New Society Year – Section Head is changing.  
 Activity form due before end of conference  
 TAC has requested additional money to update activity form  
 Visit Government Affairs section of website to get updates

**b) RAC -- None**

**8. Approval of minutes from Summer Meeting**

**Heather Sharif**

Posted on Basecamp and website  
 Motion to approve– K. Patel, 2<sup>nd</sup> – D. Peil  
 Approved Unanimously

**9. Membership/Roster – H. Sharif reviewed**

**Darrell Peil**

Starting July 1<sup>st</sup>: (All voting members and/or subcommittee chairs). 7 voting members vs a minimum of 6 per ASHRAE requirements.

Name	Role	Voting
Heather Sharif	Chair	Yes
Darrell Peil	Vice Chair/ Secretary	Yes
Alec Cusick	Research Chair	Yes
Kartik Patel	Handbook Chair	No
Alan Neely	Program Chair	No
Kartik Patel	Webmaster	No

Name	Role	Voting
Charlie Petty	Member	Yes
Bill Brayman	Member	Yes
Gordon Hart	Member	Yes
Art Giesler	Member	Yes

## 10. Subcommittee reports

- a. Programs Alan Neely  
Discussions from subcommittee meetings are posted in Basecamp  
3 possible topics for Las Vegas Winter Meeting – Jan. 30 – Feb. 4. Submit by August 1  
- Track 9 -- Future Proofing – Proper Insulation Systems  
- Track 8 -- IEQ and Insulation  
- Track 2 – HVAC Systems & Equipment - Duct Insulation Systems for Thermal and Acoustics – TC 1.8, TC 2.6, and 5.2 co-sponsor.  
  
Looking for unique ways to get into the schedule of presentations.
- b. Research Alec Cusick  
- RP1703 Update – No cost extension has expired, need new no cost extension. Some questions have been raised regarding mastic test sample preparation. Contractor has agreed to retest. C. Petty did quick summary and review of RP objectives for new attendees. Need to vote on requesting no-cost extension for Society/RAC.  
  
- A. Cusick moves to approve request for no-cost extension. Seconded by H. Sharif. Time required to be defined. Urgency is required because of the expired extensions. Motion voted on and approved.  
  
- Outstanding RTAR1871 may be picked up after the completion of RP1703.
- c. Handbook Kartik Patel  
- Chapter revisions approved and submitted. ASHRAE returned to Kartik with errors, after two reviews, final version was delivered. Subcommittee has reviewed, will be included in the 2026 Handbook of Fundamentals, released in July 2026. K. Patel will continue as Handbook Chair. Soliciting membership for committee.
- d. Web site and Basecamp Kartik Patel  
- Website is up to date.  
- Basecamp access requests to H. Sharif.  
- Documents on Basecamp are up to date

## 11. Old Business

Committee number is 1.08, not 1.8  
Voting members paid?

## 12. New Business

Need a secretary -- Heather asked for volunteers.

13. **Adjourn** – K. Patel motion to adjourn, Brayman seconded motion. Meeting adjourned at 5:17PM.