



DRAFT Minutes - ASHRAE MEETING – Winter 2025 (Orlando)
TC 2.3 - Gaseous Air Contaminants/Removal Equipment
TC Meeting

Time: 1:00 PM – 3:30 PM EST

Date: Tuesday, February 11

Location: Hilton Orlando, Orange D (Lower Level)

Link: <https://events.rdmobile.com/Sessions/Details/2551675>

TC 2.3 website link: <https://tc0203.ashraetcs.org/>

1. **Call to Order @ 1:00PM**
2. **ASHRAE Code of Ethics**

The ASHRAE Code of Ethics is to be adhered to by those doing ASHRAE business whether or not they are an ASHRAE member. The Code of Ethics can be reviewed at the below link.

<https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics>

- 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 fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.

- Diversity Commitment

ASHRAE is committed to providing a welcoming environment. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We proactively pursue and celebrate diverse and inclusive communities understanding that doing so fuels better, more creative, and more thoughtful ideas, solutions, and strategies for the Society and for the communities our Society serves. We respect and welcome all people regardless of age, gender, ethnicity, physical appearance, thought styles, religion, nationality, socio-economic status, belief systems, sexual orientation, or education.

3. **Introductions**

- i. Please mark on the sign-in sheet if you are YEA (≤ 35 years old) and/or if you are an international attendee (reside outside of US) for meeting attendance records.
- ii. Virtual attendees – Sign into chat with your Name, Affiliation, Email, and YEA and/or International designations

4. Voting Member Roll Call

Name	Present?
Kevin Kwong	Yes
Tori Binz	Yes
Chris Vizcaino	Yes
Michael Sherber	No
Paula Levasseur	No
Michael Corbat (NQVM)	Yes
Gabrielle Davis (NQVM)	Yes
Henry Greist	Yes
Chrystal Joliffe	Yes
Kathleen Owen	Yes
Scott Parris	Yes
Dave Schaaf	Yes
Mengjia Tang	Yes
Paolo Tronville	Yes
Marwa Zaatari	No

12 of 15 voting members were present. Quorum met

5. Chair's Report

- i. Updates from TAC/TC Chair's Training Breakfast
 - a. YEA Mentoring Program (<http://www.ashrae.org/communities/young-engineers-in-ashrae-yea/yea-events-and-programs/ashraeconnect>)
 - b. 2025-2028 ASHRAE Strategic Plan
 - c. ASHRAE Government Affairs Staff
 - i. Pivots in policy focus (e.g. resilient/strong build environments instead of climate change and decarbonization)
 - d. Special Publications

6. Section 2 Head – Diana Fisler

- i. Diana Fisler is our new Section 2 Head. Diana was not able to attend the TC 2.3 Main meeting but wanted to reiterate the YEA Mentoring Program.

7. Handbook Liaison – Paula Hernandez

- i. Chapter 47 has a June 2026 deadline. Substantial changes being made to the handbook. Will schedule a meeting with the Handbook Chair and Vice Chair (Mengjia Tang and Caitlin Naske). Have not received the latest revisions for Chapter 11 (Fundamentals).

8. Review and Approval of previous meeting minutes

- i. Kathleen Owen made motion to approve. Seconded by Tori Binz. Approved unanimously.

9. Summary of votes between meetings

- i. No votes taken in between meetings



10. Items to be voted on

- i. WS Resubmission – “Evaluation of HVAC ventilation effectiveness in reducing semi-volatile organic compounds (SVOCs) in indoor spaces” (previously WS-1858)
- ii. **Motion to resubmit the Work Statement by Henry Greist. Seconded by Scott Parris. 9-0-1-3-CNV (Approve-Disapprove-Abstain-Absent-Chair Voting Status).**

11. Particle Party - Keith Chesson

- i. **6:30PM @ Kavas Tacos & Tequila (9101 International Dr #1198, Orlando, FL 32819)**
- ii. **~25 minute walk from Hilton Orlando**

12. Subcommittee Reports

- i. Research - Subcommittee Chair – Caitlin Naske/Paula Levasseur
 - a. **25 people attended the meeting. Updates to all RTAR’s, RP, and WS’s.**
- ii. Handbook - Subcommittee Chair -- Brian Krafthefer/Michael Sherber
 - a. A new Handbook Subcommittee Chair is needed!
 - b. **New Handbook Subcommittee Chair will be Mengjia Tang and Vice Chair will be Caitlin sNaske. Brian will continue to help. Encouraging others to join the meeting to provide input. Revisions are needed.**
- iii. Membership - Subcommittee Chair -- Matt Middlebrooks
 - a. **New Membership Subcommittee Chair will be Kevin Kwong. Vice Chair will be Mengjia Tang.**
 - b. **There are currently 15 Voting Members. Three members rolling off after the Phoenix Summer meeting (Michael Corbat, David Schaff, Michael Sherber). Three new voting members rolling on (Sissi Lee, Tony Abate, and waiting for confirmation on the third).**
 - c. **150 corresponding members, 7 have joined recently, 35 YEA**
- iv. Planning - Subcommittee Chair – Tori Binz
 - a. **Had some continuation of items but toward the end of the discussion it was agreed upon to only hold one meeting per year during the summer annual conferences. In the future, the planning subcommittee meetings will be more focused on planning out the next 5 years and outreach activities.**
- v. Program - Subcommittee Chair - KJ Choi
 - a. **Program stats for Orlando**

Program	Proposals Submitted	Proposals Scheduled
Panel Sessions	9	3
Forum Sessions	18	3
Seminar Sessions:	158	63
Workshop Sessions	10	4
Debate Sessions	3	2
Total	198	75
Total with Paper Sessions		113

- b. **Program submissions due February 26, 2025**

- c. **Conference papers due March 5, 2025**
- d. **13 people attended the subcommittee meeting. There will be 4 resubmissions for Phoenix and perhaps Las Vegas**
- vi. Standards - Subcommittee Chair – Michael Sherber
 - a. **Michael Sherber is resigning as Standards Subcommittee Chair. The new Standards Subcommittee Chair will be Kevin Kwong**

13. Other Updates

- i. ASHRAE Learning Institute – Marilyn Listvan
 - a. **No Updates. Will provide updates in Phoenix on ALI courses.**
 - b. **Gemma mentioned that she can provide Research Projects to post to the website**
 - c. **Kevin to send ALI course list to Marilyn**
- ii. Publications - Subcommittee Chair -- Marilyn Listvan
 - a. **Marilyn posted articles on Facebook and LinkedIn**
- iii. Website - Subcommittee Chair - Caitlin Naske
 - a. **Have an introduction to TC 2.3 posted on the website. Also making sure recent presentations are also listed. Email Caitlin with any other suggestions for new website content.**
- iv. SSPC 145 – Committee Chair – Caitlin Naske
 - a. **Caitlin is taking over as the new SSPC 145 Chair. 145.4 will be submitted for public review.**

14. Review of Action Items from Last Meeting

#	Action Item	Owner	Meeting Initiated	Update	Status
1	Collection of TC member bibliography papers for website posting	Marilyn Listvan	Atlanta	Soliciting additional information, and publications pertaining to TC2.3 Marilyn will post items on FB and LinkedIn	In progress
2	Development of a course on gas phase filtration to be part of ASHRAE supported classes and send to chapters	Paula Levasseur	Atlanta	Indianapolis Action Item: Paula will send additional info to Marilyn No updates from Paula	In progress
3	Title/purpose /Scope for MTG or GPC on how to implement combined filtration systems	Brian Krafthefer	Houston	Indianapolis Action Item: Brian to reach out to check on status of MTG No updates	In progress

15. Report from TC liaisons

Henry Greist– TC 2.9 (UV Air and Surface Treatment)



Marwa Zaatari - 62.1 (Ventilation and Acceptable IAQ – Commercial) – **There are currently a few CMPs in discussion for a simplified method similar to the ECA method for the IAQP contaminants list.**

Marwa Zaatari / Jianshun Zhang – EHC (Environmental Health Committee) - **Interest for low cost sensors – and their applications for IAQP – mostly gas phase**

Nick Agopian – 62.2 (Ventilation and Acceptable IAQ – Residential) - **Preparing for republication for addenda. Update regarding an appeal. Gathering more information on MERV 13 and mention of MERV 11. Still looking for more information and there is an ongoing project looking at MERV ratings.**

Nick Agopian – TC 5.5 (Air-to-Air Energy Recovery) – **No update**

Tori Binz – TRG4.IAQP (Indoor Air Quality Procedure) – **A lot of interest in making IAQP more visible. New action items and changing the voting member count.**

Kathleen Owen - TG2.RAST (Reactive Air and Surface Treatment) - **Kathleen taking over as Chair and trying to get the subcommittees assembled. The largest concern is to come up with research ideas and working with TC2.3. 185.5 is currently out for votes. The idea of a continuous injection for microbial RTAR was brought up.**

Tony Abate – TG2.IAQMD (Indoor Air Quality Monitoring Devices) - **The group is meeting at 3:00PM today. Membership is expanding and they are currently forming working groups.**

Tony Abate – TC 4.3 (Ventilation Requirements and Infiltration) - **Big focus continues to be on research.**

Jon Rajala – TC 2.4 (Particulates) - **Completed research study on developing an urban aerosol.**

Jon Rajala –ISO/TC 142 (Cleaning Equipment for Air and Other Gases) - **Michael Corbat is new Chair**

Brian Krafthefer – TC 4.10 (Indoor Environmental Modeling) - **Creating models for particle reduction. Looking to integrate artificial intelligence.**

Brian Krafthefer – TC 2.1 (Physiology and Human Environment) – **No update**

Marilyn Listvan - TC 9.7 (Educational Facilities) - **Discussions on in-duct vs in-room air cleaners. It was mentioned that in-room are not effective.**

Matt Middlebrooks – TC 2.2 (Plant and Animal Environment) - **No Update. Remove Matt as liaison.**

Matt Middlebrooks – TC 9.13 (Extraterrestrial and Deep Space Environmental Control Systems) - **Had several discussions on space and particles and air quality for extraterrestrial environments.**

16. New Business

- i. **Application Guide: Indoor Air Quality Standards of Performance**
 - i. **Review due 2025**
 - ii. **Responsibility of TC 2.3 and TC 2.4**
 - iii. **Product of RP-853 (Published 2000)**
 - iv. **Chris Muller to review along with Marilyn and Gemma**

17. Adjourn @ 2:15PM