

**ASHRAE TC 9.7
Educational Facilities
Full Committee Agenda
2024 ASHRAE Annual Meeting**

Saturday 6/23/2024, 1:00 - 3:00 PM EDT

Location: JW Marriott, 301 (3)

Meeting Format: Hybrid

Remote Access: <https://events.rdmobile.com/Sessions/Details/2303410>

1. Call to order: **Metzger**

2. Review Scope
TC 9.7 is concerned with the application of ventilating, air-conditioning, refrigeration, life safety, and energy conservation systems to educational (secondary school, college) facilities.

3. ASHRAE Code of Ethics Commitment **Metzger**
“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- quorum established SECRETARY
VOTING MEMBERS FOR THIS MEETING (Need (4) or ½+1 for a Quorum)

Corey Metzger (Chair)	6/30/2025	Itzhak Maor (Handbook)	Never
Catherine Tinkler (Vice-Chair)	6/30/2027	Keith Hammelman	6/30/2024
Mark Long (Secretary)	6/30/2025	John Gibbemeyer	6/30/2026
Chris Ruch	6/30/2024	Bruce Lindsay	6/30/2026
Raj Setty	6/30/2024		
Tom Jacknisky (Research)	6/30/2025		
		_ of 10 voting members present	

5. Agenda additions **All**

6. Chair’s Report **Metzger**

- a. Chair’s Goals
 - i. Welcome to Guests
 - 1. Sign in (*Physical Sign IN Sheet and Record of online attendance*)
 - ii. TC Scope Review
 - 1. See Old Business
 - iii. Long-term Committee Planning
 - iv. Updates to TC 9.7 Document - Design Guidance for Educational Facilities: Priorities for Advanced Indoor Air Quality
 - 1. See Old Business

b. Announcements and Highlights from TC Chairs Breakfast Meeting

7. Liaison reports **Liaisons**

a. Section Head Cochran

b. RAC

Seeton

8. Approval of minutes from Virtual Summer Meeting

CHAIR

9. Membership/Roster

Long

Starting August 1st: (All voting members and/or subcommittee chairs)

Name	Role	Voting
Corey Metzger	Chair	Yes
Catherine Tinkler	Vice Chair	Yes
Mark Long	Secretary	
Tom Jacknisky	Research Chair	Yes
	Standards Chair	Yes
Itzhak Maor	Handbook Chair	Yes
Catherine Tinkler	Program Chair	
Chris Ruch	Webmaster	Yes

Name	Role	Voting
Raj Setty		Yes
Keith Hammelman		Yes
John Gibbemeyer		Yes
Bruce Lindsey		Yes

10. Subcommittee reports

a. Programs

Tinkler

b. Research

Jacknisky

c. Handbook

Maor

i. Discussion on daycare addition.

1. Purpose:

TC 9.7 needs to decide if Daycare can be considered as an Educational Facility. If the TC decides that Daycare is an Educational Facility it will be included in the 2027 ASHRAE Handbook.

2. Why Daycare was NOT included in the scope of TC 9.7(and the 2023 Handbook Chapter)

The group age 0 to 3 years was not clearly defined as an Educational Facility therefore it was decided to cover the age of 3 years and above and discuss the topic in future meeting (refer to Appendix A)

3. ASHRAE, International Mechanical Code (IMC) and International Building Code(IBC) references to Daycare

There is no reference to Daycare in the 2023 ASHRAE Handbook, suggesting that there is no entity within ASHRAE responsible to this age group (0 to 3 years). There is however a reference (since 2001 addendum n) to Daycare in ASHRAE Standard 62.1 for ages 0 to 4 years(the addition of this occupancy shown in detail in Appendix B). A request to the SSPC 62.1 chair to investigate this issue(how the age of 4 was determined and also the ventilation criteria) was submitted. The IMC 2021 also references Daycare ventilation which is based on ASHRAE 62.1. The IBC 2021 references Daycare on the Occupancy classifications (refer to appendix A)

4. Daycare Centers Descriptions , definitions Types:

4.1 There are many definitions/descriptions of Daycare Centers/Facilities and Early Childhood (refer to Appendix C)

4.2 There are many types of Daycare facilities (refer to Appendix D)

5. Daycare facilities age groups

Daycare/Childcare facilities age groups are typically the following:

5.1 Infants (0 to 12 months)

5.2 Toddlers (1 to 3 years), several references refines it to younger and older toddlers.

5.3 Preschoolers (3 to 5 years)

Examples of children age groups are in Appendix E

6. Daycare center Educational activities (for 0 to 3 years)

There are references and Daycare centers for this age groups with educational curriculums suggesting that these facilities can be considered as educational facilities. Refer to appendix F

7. Recommendations

1. **To approve adding children 0 to 3 years (Infants and Toddlers) to the scope of TC 9.7 (and updating the Handbook chapter accordingly)**
2. **The scope will be only for Commercial (or traditional) type Childcare facilities. In Home, Nanny, etc.) will not be included.**

The following are the reasons:

- 7.1 ASHRAE doesn't cover this age group (as far as application and TC's) ,
- 7.2 Although the IBC 2021 considers facilities for children older than 2 ½ years as Educational occupancy, there are circumstances where facilities for children younger than 2 ½ can be considered as an Educational occupancy.
- 7.3 Many Daycare centers provide services for children from birth until school age (6 years and older) in one facility . Since currently TC 9.7 (and the handbook chapter) already cover ages 3 years and above (which are Daycare occupancies) , it is logical to extend the scope to the 0 to 3 years age group.

1.

ii. 2027 HVAC Applications Handbook, Chapter 8 (Educational Facilities) Schedule

		2023			2024			2025			2026			2027	
		Apr	Jul	Oct	Jan	Apr	Jul	Oct	Jan	Apr	Jul	Oct	Jan	Apr	Jul
Review	Current HB received (June 1)		June 1												
	TC selects HB subcom and chair Review current HB for changes				Feb 1		Jul 1								
Revise	Decide extent of and outline revisions					Jul 1									
	Seek and appoint reviser(s) Revise chapter(s)							Feb 1				Feb 1			
Approve	Send revised chapter to TC for review														
	TC approves chapter														Jul 31
	Send chapter to HBC liaison														Jul 31
Edit & Produce	HQ sends chpt. proof to TC contact														
	HB sent to printer (April 1)														Mar 15
	HB mailed (May 15)														Apr 1 M 15

HBC = Society Handbook Committee
 HB = Handbook volume
 HQ = ASHRAE Headquarters editorial staff

Note: This figure is based on earlier years "typical" schedule (it is not an ASHRAE official)

1. Revision starts on July 2024 and Ends (including TC approval) on July 31, 2026
2. July-August 2026 submission to ASHRAE for publication.
3. 2027 HB main topics
 - Addition of Daycare (ages 0-3) Facilities section. Material was sent to the TC members for discussion and potential approval of this addition. If approved, the title of the current occupancy in the chapter ("Preschool") which covers age 3 to 5 years, will be changed and called "Daycare Centers" (and will include Infants, Toddlers and Preschoolers) to cover ages 0 to 5 years . New information (after more research) will be added to the chapter.
 - Continue with the Educational Facilities for students with Disabilities section.

iii. Updates of the 2023 Chapter (start on July 2025 to May 2026)

- iv.
- d. Web site
 - i. Update

Ruch

11. Old Business

a. TC Scope Review

- i. Update

b. Review Design Guidance for Educational Facilities Document

- i. Update
- ii. Discussion

12. New Business

13. Adjourn (_____pm)