

ASHRAE TC 2.3 Planning Subcommittee DRAFT Minutes  
February 7, 2023 from 6:30 AM to 8:00 AM Eastern Time  
Atlanta, GA – Omni CNN Center Atlanta, Hickory (M3-North)

**Agenda:**

1. Call to order

- a. Called to order at 6:30 AM

2. Meeting attendees:

Name	Affiliation
Brian Krafthefer	
Caitlin Naske	Dynamic AQS
Charlene Bayer	Hygieia Sciences
Chris Hsieh	Trane Technologies
Chris Muller	AAF Flanders
Gemma Kerr	
Glenn Brinckman	GPS Air
Kathleen Owen	Owen Air Filtration

Name	Affiliation
Kevin Kwong	LMS Technologies
Marilyn Listvan	
Matt Middlebrooks	Camfil
Michael Sherber	WellAir Solutions
Mick Flom	3M
Paula Levasseur	LMF Services
Tori Binz	Dynamic AQS

3. The Code of Ethics can be reviewed at the following link. <https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics>
  - a. *In this and all other 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 we shall avoid all real or perceived conflicts of interests.*

4. **ASHRAE 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*

5. Review of summer meeting minutes

6. Update on action items from 2022 ASHRAE Summer meeting

- b. TC2.3 Roadmap (Kevin)

- i. Promotional sheet/brochure for TC 2.3 website, LinkedIn, Facebook, NAFA digital magazine, etc. (Kevin lead, Gemma and Marilyn to review)

- c. Review of TC2.3 presentations from Kathleen and Matt (Gemma, Marilyn, Chris Hsieh)

- i. Kathleen to resend chapter presentation to Gemma, Marilyn, and Chris H

- ii. Matt to send other slides to Gemma, Marilyn, and Chris H

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- d. TG2.RAST – Reactive Air and Surface Treatment (Kathleen)
    - i. Sub-working group has finalized the TPS and will present to PPIS next Tuesday.
  - e. Article to promote TC 2.3 in ASHRAE Journal (Marilyn, Gemma, Kathleen, Gabrielle, Chris H)
    - i. IEQ Column (Kathleen, Chris M, Gemma)
      - 1. EHC pushed out to July and probably later
    - ii. Brian to look to ASHRAE Journal contact
      - 1. Quarter page ad
7. Update on documents:
- a. Air Filtration and Cleaning Position Document
    - i. Estimated this year for finalization and submission to EHC
  - b. Enhanced IAQ guide. Guideline 42P (Marwa)
    - i. Went out for 3<sup>rd</sup> public review and 1 set of comments came back. Will be under continuous maintenance.
  - c. TRG4. IAQP (Nick Agopian)
    - i. Presentation on applying IAQP project
    - ii. IAQP calculator presentation
    - iii. Data mining and user-friendly software
8. Publicity of TC2.3 (Caitlin with sub-working group Marilyn, Marwa, Nick, Sanjeev, and Bill)
9. New business?
- a. Coordination between groups (TC/TG/TRG/PC) on unintended interactions between technologies
    - i. SPGC 10 (Carl Grimes)
      - 1. Charlene to provide contact information
      - 2. Add Matt as a contact to this group
  - b. Children's book for engineering (girls in engineering). Should we add something for gases? (Brian, Caitlin, Paula, Marilyn)
  - c. Charlene is chairing a position statement on health and wellbeing in the indoor air environment
    - i. Gemma might have a list from guideline 27 (might be out of date)
10. Meeting adjourned at 7:50AM