

ASHRAE DRAFT Meeting Minutes
June 2026 Annual Meeting Austin, Texas
TRG4.IAQP - Indoor Air Quality Procedure Development

Sunday, June 28th, 2026
4:30 PM – 6:00 PM CDT
Meeting Location: JW Marriot Austin, JW – 307 – L3

1. Call to Order. Introduction of guests and members. **Please sign in on the sign-in sheet. Check list of current Basecamp members; indicate if you would like to be added.**

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 = 9 out of 9, Quorum

NAME	POSITION	PRESENT
Victoria Binz	Chair	Y
Christopher Ahne	Vice Chair	Y
John Randtke	Secretary	Y
Carl Bengtsson	VM	Y
Kevin Kwong	VM	Y
Peter Makris	VM	Y
Peter McKinney	VM	Y
Christopher Muller	VM	Y
Tracy Stoner	VM	Y

- b. Members
 - i. [9] Voting Members

1. [2] Rolling on July 1, 2026: Nitin Naik, Xuchen Wang
 - 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: AS OF 7/1/2026 ->108 total members
 1. [11] Voting Members*
 2. [97] Corresponding Members
 3. [29] YEA Members
 4. [45] International Members
 5. [7] New Members following Las Vegas Winter 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. 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 Las Vegas, Nevada; February 1st, 2026
 - i. Motion made by: Chris Muller
 - ii. Motion seconded by: Carl Bengtsson
 - iii. **MOTION PASSES 8-0-1-0** (For-Against-Abstain-Absent/Not Returned)
5. **Chair's Breakfast Report**
- a. Chair's Breakfast and Training Workshop Sunday, June 28th, 2026, 7:00AM – 9:00AM CDT, JW Marriott Austin – Grand Ballroom 5&6 – L4
 - iv. Future of ASHRAE Conferences (FOAC) Update
 - a. FOAC Purpose: Make a recommendation by June 2026 of a new overall Society conference strategy which specifically focuses on, but is not limited to, reformatting or eliminating the Annual Conference
 - b. ASHRAE Connect and Convene Conference: One Conference Two Phases
 - Connect: 4-day Virtual Conference free to all members *"Connect and engage with industry professionals from around the world in an enhanced virtual environment. Participate in committee meetings and technical sessions without having to leave your home or office."*
 - Convene: 4-day in person conference for the Board of Directors, Councils and Reporting Committee Vice Chairs (Projected Attendance: 200 -300) *"Councils and the Board of Directors convene for an in-person leadership summit with hybrid participation"*

- Winter conference would be the flagship ASHRAE conference. Earliest implementation would be 2029-2030; board of directors will be voting at this meeting
- v. Conferences & Expositions Committee (CE) Updates
 - a. New track added for winter meeting “Application Notes in Professional Practice”
 - New options for individually submitted presentations on industry professional-focused applications of technology, design, and implementation
 - Oral presentation and submission of a 3-to-6-page brief (“Application Note”) intended to guide engineers and practitioners in future projects
 - Submission due when other program submissions are due Monday August 3rd
 - b. 2027 Annual Mini-Track Request Process
 - Group of 6 to 8 thematically aligned sessions not covered by existing tracks
 - c. Annual mini-track request process group 6-8 thematically aligned sessions not covered by existing tracks; Sunday/Monday scheduling
 - d. Annual and winter conferences survey; provide feedback to CEC on the ASHRAE Annual and Winter conferences to help improve programming
 - Reach out if you would like to be sent the QR Code
 - e. Program Chair Training Tuesday June 30th 11:15AM-12:00PM JW Marriott, JW 307 LS
- vi. Center for Excellence
 - a. New IEQ CE and will collaborate with the CEBD
 - b. 235P “Standard for Indoor Environmental Quality (IEQ) in Buildings” RFP issued
- vii. FG Chairs Training and Reminders
 - a. NEW ASHRAE Society Calendar, all ASHRAE events for the society year in one place for a seamless experience online and on the ASHRAE 365 application
 - b. Activity Forms: complete and send to Section Head by 7PM on Tuesday

6. **Presentation/Discussion (Jim Dennison) ~45 minutes**

- a. RP-1869 Evaluation of Indoor Air Contaminants with respect to Development of a Revised Indoor Air Quality Procedure (IAQP) Design Compound and Design

7. **Liaison Reports**

- a. Section Head (Kyle G)
 - i. Global Technical Interaction Committee (GTIC) created an ISO and ASTM Mapping PDF and is looking for related and interested committees/resources to be a part of outstanding areas not covered in the roadmap
 - 1. Send or provide PDF/chart from the Chair’s breakfast presentation for review
- b. SSPC 62.1 (Tori B)
 - 1. Simplified IAQ Procedure
 - 2. RP-1869 (presentation/discussion)
 - 3. 62.1 IAQP Roadmap and coordination with 62.1 Research and Education Subcommittee for future work
 - 4. Development of a new 62.1 User’s Manual and opportunity to help with the IAQP section

- c. SSPC 62.2 (TBD)
 - 1. No update
 - d. SSPC 145 (Caitlin)
 - i. 3 gas phase testing standards 145.1, 145.2 and 145.4P
 - ii. Completed 1st PPR, reviewed 150+ comments and group are currently working on draft addressing comments preparing for a second round of PPR in the next few months
 - 1. Main action item is incorporating comment resolutions into the new draft
 - e. SSPC 234/past 185.5 (Kevin)
 - i. Completed 2nd PPR and received 30 comments, will work with the main commenter to find resolution like approach taken by the 145.4P .
 - f. TG2.RAST Reactive Air and Surface Treatment (Kathleen)
 - i. Group will be meeting on Tuesday at 8:00 AM but will be delayed to 9:30AM to adjust because of a scheduling conflict with Seminar 39
 - ii. TRG4 is a cosponsor of this seminar and encourages all available to attend
 - g. TG2.IAQMD (Carl)
 - i. Group will be meeting tomorrow, Monday afternoon, and discussion will likely be focused on TG title purpose and scope
 - ii. Co-sponsoring a seminar on air quality sensors from 8:00-9:30AM
 - h. Others?
8. Research/Programs
- a. Seminar 39: Improving Indoor Environmental Quality with Innovative Air Cleaning Technologies; Tuesday June 30th, 8:00 AM – 9:30 AM CDT, JW Marriot Austin, L3, Lonestar Ballroom G
 - i. TRG4 Co-Sponsoring Committee and TG2.RAST Sponsoring
 - b. Idea for a new program idea for 1869RP co-sponsorship idea 1869-RP
 - i. On hold until report is finalized and published by ASHRAE
 - c. Updates on:
 - i. RTAR “Evaluation of Electronic Air Cleaner Performance as Equipment Ages” (John Randtke)
9. General Discussion
- a. *“Open Source” online calculator development, for manufacturer calculator comparison/basic project calcs (Jeremy Hines)*
 - i. easyIAQP.com
 - b. ASHRAE GPC35
10. New Business
11. Adjournment at 6:03 PM CDT