

**ASHRAE TC 5.5 Air-to-Air Energy Recovery**  
**Webmeeting**  
March 6, 2019

**These Minutes were approved by a voice vote of the TC at the Kansas City Annual Meeting 2019/06/25**

1. Call to Order / Welcome –
  - a. Call to order was made by chair at 15:02 ET
2. Introductions of attendees (voting members are underlined)  
Matthew Friedlander  
Adam Fecteau  
Prakash Damshallah  
John Bade  
Kristin Sullivan  
Larry Smith  
Marcus D'Arcy  
Mo Afshin  
Carey Simonson  
Ronnie Moffit  
Peter Grinbergs  
Ganeson Kandasamy  
Mark Piegay  
Brina Splingaire  
Paul Pieper  
Eric Erdman  
Jim Piscopo  
Byron Horak  
John Dieckman
3. Roll Call of Voting Members (exhibit 2)
  - a. Quorum was established with 6 of 8 voting members.
4. Agenda Review
  - a. Agenda was reviewed and approved.
5. Approval of Minutes of Annual Meeting (Atlanta) 2019-01-15 Meeting
  - a. MOTION 01: to Approve the minutes from the Atlanta meeting, by A. Fecteau, 2nd by J. Dieckman.  
Motion passes (5-0-0-CNV)
6. Current requirements in 90.1-2016 for bypass of energy recovery exchangers were discussed.
7. Proposed addendum cd to 901.-2016 regarding bypass requirements was discussed.
8. No new business was proposed.
9. Meeting was adjourned at 16:00

Respectfully submitted,

Matthew Friedlander  
Chair TC 5.5  
2019-03-18

## Exhibit 1:

### **ASHRAE Code Of Ethics**

(Approved by ASHRAE Board of Directors January 30, 2013)

1.140.001.1 As members of ASHRAE or participants in ASHRAE committees, we pledge to act with honesty, fairness, courtesy, competence, integrity and respect for others in our conduct.

A. Efforts of the Society, its members, and its bodies shall be directed at all times to enhancing the public health, safety and welfare.

B. Members and organized bodies of the Society shall be good stewards of the world's resources including energy, natural, human and financial resources.

C. Our products and services shall be offered only in areas where our competence and expertise can satisfy the public need.

D. We shall act with care and competence in all activities, using and developing up-to-date knowledge and skills.

E. We shall avoid real or perceived conflicts of interest whenever possible, and disclose them to affected parties when they do exist.

F. The confidentiality of business affairs, proprietary information, intellectual property, procedures, and restricted Society discussions and materials shall be respected.

G. Each member is expected and encouraged to be committed to the code of ethics of his or her own professional or trade association in their nation and area of work.

H. Activities crossing national and cultural boundaries shall respect the ethical codes of the seat of the principal activity.

## Exhibit 2: Voting Members and Officers as of 12/20/2018

|                     |            |                             |
|---------------------|------------|-----------------------------|
| Matthew Friedlander | Voting     | Chair/standards Subc ch     |
| Tom Rice            | Non-voting | Vice Chair                  |
| Adam Fecteau        | Non-voting | Secretary                   |
| Prakash Dhamshala   | Voting     | Subcommittee Chair          |
| John Dieckmann      | Voting     | Research Subcommittee Chair |
| Ronnie Moffitt      | Non-voting | Program Subcommittee Chair  |
| James Scudamore     | Voting     | Webmaster                   |
| Paul Pieper         | Non-voting | Ali Coordinator             |
| Mohammad Afshin     | Voting     | Member                      |
| Marcus D'Arcy       | Voting     | Member                      |
| Drake Erbe          | Voting     | Member                      |
| James Piscopo       | Voting     | Member                      |
| Kristin Sullivan    | Voting     | Member                      |