

ASHRAE TC 2.3 Planning Subcommittee Meeting Minutes (DRAFT)  
Tuesday, 15-Jan, 2019, 6:30 – 8:00 am  
Room # B208, Georgia World Congress Center (GWCC) Bldg B, Atlanta, GA

Call to order and introductions/sign in

We have a total of 10 members who participated

Reviewed Action Items from 2018 ASHRAE Winter meeting @ Houston, TX

- Conceptualize a slide presentation on TC2.3 activities for presentation to Chapters. Marilyn with assistance of Kevin and Nick will work on PowerPoint presentation on TC2.3 which can be used to promote interest in TC2.3

Jan 2019 Meeting Update; Keep on list. Important with potential TC changes.

- 62.1 Wayne Thompson 2.9, 2.4 2.1 testing of combination GPC 35. 2.9 forum : remote meeting: Champion to move forward with an RTAR on this subject. Ashish Mathur is submitting a forum through TC2.9 for Next ASHRAE which addresses the combination filter testing. RTAR will be generated after forum

Jan 2019 Meeting Update; Matt wrote a TPS but has not yet submitted.

- Stand-alone room cleaner that combine various technologies: The objective here is to see how to test a room air cleaner with multiple technologies. Tim Johnson (TSI) WG 11 of ISO 142 is working on it. Matt Middlebrooks will lead; Ashish Mathur & Sanjeev Hingorani will assist. WG11 will work with IEC. IEC and ISO after their plenary meeting will create a group and will work on the testing protocol. We will work with them

Jan 2019 Meeting Update: Gemma – Will IEC/ISO work group start gas-phase alongside particulates or will gas-phase come at a later time as a separate part?

- TC2.3 Research Roadmap: Was updated with active projects. Brian Krafthefer volunteered to update the power point presentation he had put together. Powerpoint is not completed but Paula has updated and attached the Research Chart . Kathleen will provide the latest research list to Brian. Brian will update the Roadmap, which will be reviewed by Paula, Charlene, Kathleen & Sanjeev. Brian to send it to Paula to upload to TC2.3 by end of March. Paula will work on excel sheet for research. All TC2.3 activities Road Map made by Brian was reviewed. We will be updating the power point slide showing all the activities happening in TC2.3 and will also have an excel sheet showing all the ongoing research. They will be reviewed by members and uploaded on the TC2.3 website before the next meeting

Jan 2019 Meeting Update; Paula will update to the Website

- MTG : Health and Wellness in the Built Environment Multi-Disciplinary Task  
Ashish, Jeff , Christine would like to represents TC2.3 we need one voting member and one as a backup

Jan 2019 Meeting Update: Ashish can attend. We need to vote on this at TC2.3 Main meeting.

- Matt proposed a new MTG or GPC to work on Guidelines on how the technologies should be

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**combined primarily for TC2.9, TC2.4 with TC2.3**

Jan 2019 Meeting Update: Still working on it

- Publicity of TC2.3

The twitter account is @ASHRAE\_TC203

Committee members are encouraged to send tweets related to TC2.3 to MARWA.  
Planning members are expected to send one tweet a month.

**LinkedIn outreach page should also be used for publicity**

Jan 2019 Meeting Update: No new update

- Open discussion on having virtual meetings instead of meeting in person. Standards meet every other year. Handbook, cut to 1 hour: Virtual standard meeting held prior to Chicago was well attended. After release of the Chapter 46 Handbook might also look at doing a virtual meeting

**Handbook will continue having its 2 hrs in person meeting**

Jan 2019 Meeting Update:

Virtual meetings need to be scheduled early.

Proposed idea of 3-4 weeks before each ASHRAE meeting.

Chairs need to send requests to Mike Vaughn and must provide the attendee invite list.

Currently no training session for Chairing virtual meetings.

Action Item: Paula to create a procedure on virtual meetings and put on website.

Action Item: Sanjeev to ask ASHRAE (Mike?) for a training session on Chairing virtual meetings

### **New Items**

Matt will submit TC 2.3 membership updates to ASHRAE by the end of Tuesday.

Discussion of proposal by ASRHAE to combine TCs.

No positive comments on TC combinations but we will propose:

- Reduce total time of TC 2.3 meetings by 4.5 hours using virtual meetings and by reducing timeslots. If all TCs could do this, we would help ASHRAE with reducing meeting room costs while still maintaining TC participation.

Negative comments to TC combinations:

- Large web meetings are difficult to manage
- Difficult to accommodate for various time zones and international members
- Reduced participation from visitors currently attending technical meetings or ASHRAE show.
- Reduced participation by voting members which greatly decreases the effectiveness of TC and subcommittees.
- Less advancement in state-of-the-art technologies. Less research. Less attendance at ASHRAE technical sessions.
- Regular jobs would interfere with attending ASRHAE because you can't justify traveling

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only for a single meeting.

- Lower participation in subcommittees
- No outside participation by people not familiar with committees. Subcommittees would no longer be published.

Open Discussion

Adjourned @ 8:00 AM