

ASHRAE MEETING MINUTES

January 2021 Virtual Meeting

TRG4.IAQP - Indoor Air Quality Procedure Development

Thursday, January 21st, 2021

3:00 pm to 4:30 pm (EST)

Meeting Location – ZOOM

1. **Call to order. Introduction of guests and members** (3:00pm EST)
 - Participants are asked to sign in using Zoom’s chat function

2. **Reminder of Code of Ethics:**

“Commitment to the ASHRAE Code of Ethics – 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 Code of Ethics: <https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics>.)”

SCOPE OF TRG4.IAQ:

TRG 4 is concerned with developing specific guidance to allow users to apply the IAQP method as defined under ASHRAE Standard 62.1. Committee results will be presented to the 62.1 Committee as submissions for inclusion in appendices of the Standard.

3. **Membership** (Roster as of 1/21/2021)

Members:

Agopian, Nick	x	Chair
Tompkins, Dean		Vice Chair
Binz, Victoria		Secretary

*** Currently not correctly represented on ASHRAE website*

Voting Members:

Burkhead, Robert	x
Dennison, James	x
Fox, Richard	
Horner, Elliot	x
Hsieh, Chris	x
Lee, Chang-Seo	x
Naske, Caitlin	x
Owen, Kathleen	x
Seyffer, Charles	x
Stewart, Erica	
Williams, Scott	x
Zaatari, Marwa	x

Voting Members Present (10/13) --- Quorum

Corresponding Members: William Chadwick, Henry Greist, Brian Hafendorfer, Carolyn Kerr, Dean Tompkins

Corresponding Members Present (2/5)

Provisional Corresponding Members: Anthony Abate, Elham Ahmadpour, Dearest Arhelo, Omid Atayi, Mark Davidson, Adalto de Almeida, Sama Fakhimi, Gabriel Garza, Hina Gupta, Sayani Haribabu, Naveed Khan, Money Khanna, Michael Kienzle, Srinivas Kodea, Sharma Krutikaa , Ozgur Kucukhuseyin, Jurgen Lobert, Carlos Michels, Robert Miller, Mark Mino, James (Mike) Moore, Shadi Nejem, ARPAN PAL, Marcin Piech, John Randtke, Jaganraj Rathinam, Abdul Zameer Ahamed Sab, Sunil Sansaniwal, Prateek Shrestha, Priyam Tewari, Lexuan Zhong

Provisional Corresponding Members Present (4/33)

4. Approval of Meeting Minutes

- Action Item: Marwa will forward meeting minutes from summer meeting to Nick
- Summer meeting minutes (virtual) will be approved at the summer 2021 meeting

5. Identification & Reporting from ASHRAE liaisons

- Jamie Bennett ASHRAE liaison report:
 - The current official roster for this meeting is posted online
 - The Roster Update Form to be updated during the winter meetings
 - Nick Agopian will act as chair although change is not reflected on the official roster to date
 - Action item: ensure that online roster reflects true membership and status; leadership is monitoring status
 - Committee activity form needs to be completed and submitted as soon as possible
 - Complete the FG (functional group) Evaluation Workbook
 - Action item: A draft version of the workbook needs to be completed. The draft should be reviewed with Jamie Bennet and a version will be finalized and submitted to TAC
 - Winter TAC meeting will be held January 26, 2021
 - Contact information for Jamie, jbenet@cdc.com

6. Development of New Voting Members

- 8 members rolling off
 - Chang-Seo Lee, Scott Williams, Bob Burkhead, Elliott Horner, Jim Dennison, Charles Seyffer, Erica Stewart, Marwa Zaatari
- 5 members coming
 - 3 immediate (Tony Abate, Gemma Kerr, Dean Tompkins)
 - 2 near term (Feb-March) (Jerry Kettler, Charles Waddell)
 - Leadership will working diligently to ensure new Voting members rolling on

- Other Member Actions: Upgraded 14 Provisional Corresponding Members (PCMs) to Corresponding Members (CMs)

7. 62.2 IAQP Initiative

There is an interest in adoption of an IAQP for residential applications in 62.2

- Nick reports from 62.2 meeting:
 - Group is looking to adopt a procedure that is a simplified version of the IAQP in 62.1 and a group of individuals are interested on working on the initiative
 - Do we want to bring this group into the TRG4 and work together? Separate 62.1 and 62.2 groups into sub committees within the TRG4? Other ideas?

8. Dean Tompkins report on 1838-RP

- Kathleen and Dean presented on 1838-RP in detail on January 18, 2020 during scheduled meeting time
 - Presented for 40-45 minutes during the meeting on the changes made to the 145.2 standard to allow for the ability of all air cleaners to use the test including EACs (electronic air cleaners)
 - Expectation is that the Final Report will be submitted to the PMC in early Quarter 2 (2021)
- Tony reports on 1838-RP and Committee SSPC145
 - Sent the changes proposed by 1838-RP to members of SSPC145 so they could review prior to the 145 meeting later in the week
 - 145 primary goal will be working through the 1838-RP revision and completing its review of it

9. General discussion of the state of the TRG4

- (Nick) What do the members of the TRG4 want the direction of the group to be in the future? What are we going to do and what are we going to offer? Open it up to the members for further discussion and comments
- Past chair comments (Marwa)
 - Need to decide as a group what the focus of the TRG4 should be moving forward
 - Do we want to work on support the further progression of the three 62.1 addenda?
 - How and by what means do we want to support the 62.2 IAQP?
- (Dean) wants the TRG4 to serve 62.1 which it was created to do, and in doing so wants to continue to serve and support the proposed addenda to get them passed
- Open to all members
 - (Jim Dennison) Should we reconsider adding CO2 or consider a different bio effluent to the list?
 - Question: Do we feel this TRG4 is important?
 - Based on member response TRG4 will remain active

10. New Business

- Out of time; no time during meeting to discuss

11. Adjournment

- 4:30 PM