

**MEETING AGENDA**

SCOPE: TC 4.10 is concerned with the developing methods and procedures for predicting indoor environmental conditions including airflow, air quality and thermal environment.

1. Call to order - Chair (James Lo)
2. Welcome and introductions (James Lo)
3. Roll call (Duncan Phye) – voting members

Chao Ding	Himanshu Sharma	Mo Hosni	Wangda Zuo
Mohammad Heidarinejad	John Zhai	Leon Wang	James Lo
Donghyun Rim	Yang-Seon Kim		Malcolm Cook <sup>1</sup>

Officers: James Lo (Chair), Leon Wang (Vice Chair), Donghyun Rim (Secretary), Duncan Phye (Membership), Charlie Lin (Research), Jim Van Gilder (Program), Mohammad Heidarinejad (Handbook), Stuart Dols (Webmaster), Honors & Awards (Chao-Hsin Lin), John Zhai (ALI)

4. Approval of Toronto meeting minutes – vote
5. Updated from the Liaisons: (Section head, RL and Publication)
6. Announcements and reports (James Lo)
  - Chair's Breakfast
7. Membership – 20 min (Duncan Phye)
  - New VM on August 1, 2022: Chao Ding, Himanshu Sharma, Wangda Zuo, Leon Wang
  - Plan for new Chair on August 1, 2023 (Leon cannot fulfill this post).
8. Research – 20 min (James Lo).
9. Standards/Guidelines/Handbook – 15 min (Mohammad Heidarinejad).
10. Program – 25 min (Jim VanGilder).
11. Web site activity (Stuart Dols)
12. New business – 30 min
  - ASHRAE TG 9.Space
  - Standard 241 (SPC 241) and IAQ discussion
13. Report of relevant activities in other TCs
  - TC1.2 *Instruments and Measurements*
  - TC2.1 *Physiology and Human Environment*
  - TC2.3 *Gaseous Air Contaminants/Removal Equipment*
  - TC2.4 *Particulate Air Contaminants/Removal Equipment*
  - TC4.3 *Ventilation Requirements and Infiltration* – Duncan Phillips
  - TC5.3 *Room Air Distribution* – Mike Koupriyanov
  - TC5.6 *Control of Fire and Smoke* – Dahai Qi
  - TC5.8 *Industrial Ventilation* – Jamie Bennett
  - TC9.2 *Industrial Air-Conditioning and Ventilation* – Jamie Bennett
  - TC9.9 *Mission Critical Facilities* – Jim VanGilder
  - SSPC 62.1 - *Ventilation and Acceptable Indoor Air Quality* – James Lo
14. Honors and awards
15. Agenda suggestions for next meeting
16. Adjournment