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TC/TG/MTG/TRG MINUTES COVER SHEET

(Minutes of all Meetings are to be distributed to all persons listed below within 60 days following the meeting.)

TC/TG/MTG/TRG No. **TC 7.7 Main** DATE **June 24, 2021**

TC/TG/MTG/TRG TITLE	TESTING AND BALANCING

DATE OF MEETING **June 24, 2021** LOCATION: ZOOM

[illegible]

DISTRIBUTION: All Members of TC/TG/MTG/TRG plus the following:		
TAC Section Head	Satheesh Kulankara	
TAC Chair	Thomas Justice	justfilter@yahoo.com
ALI / PDC Liaison	James W Bochat	jim.bochat@cxconcepts.com
Chapter Tech Transfer Chair	David Ballard	daballard21@gmail.com
2019 HVAC Applications	Bryan Becker	beckerb@umkc.edu
Research Liaison	Bill Murphy	
Standard Liaison	Rick Heiden	rheiden@trane.com
Manager of Standards	Stephanie Reiniche	sreinichie@ashrae.org
Staff Liaison	Mike Vaughn	MORTS@ashrae.net

Note: These draft minutes have not been approved and not the official, approved record until approved by the TC.

**DRAFT MINUTES
TC 7.7 TESTING AND BALANCING
Main Committee
Annual Meetings
Thursday – June 24, 2020 (2:00 – 4:00 pm ET)**

1. CALL TO ORDER

Chairman Schlachter asked all guests to provide contact information on the sign-in sheet that was being passed around.

- Attendance: 22 including 7 VM, 5 CM, 5 PM, and 5 Guests (including 2 YEA)
- Chairman reviewed the ASHRAE Code of Ethics

2. INTRODUCTIONS

Chairman Schlachter asked those attending to introduce themselves and identify the organization or company they represent

3. APPROVE MINUTES FROM LAST MEETING

One minor change to minutes correction on members.

Minutes from the meeting were e-mailed out prior to this meeting. R. Moss moved to accept minutes with correction, M. Hedberg 2nd.

Minutes accepted 7-0 to be posted on TC webpage <http://tc0707.ashraetcs.org/>

4. RECOGNIZE LIAISONS

Satheesh Kulankara, Section Head

- A new email to address concerns directly to TAC askTAC@ashrae.org
 - Intended for non active members
 - TC members should direct questions to section head
- TAC online meeting will take place in the fall (TBD)
- Basecamp should be used for TC internal working documents – keep website up to date for general public (including roster and minutes)
 - TC 7.7 is up to date!

6. DISCUSS ISSUES FROM TC BREAKFAST

Chairman Schlachter:

- The TC research breakfast is postponed until fall. A meeting announcement on ASHRAE website.

- Announced that a more encompassing term Functional Group is being used to address TC and SPC MTG and others
- Reviewed new organization as of July - This will be on the TC website
- There will be a large change in VM in 2023. Urging attendees interested in a more active role to sign up as Provisional Corresponding members and those that are already members to make your interest known.

7. SUBCOMITTE REPORTS

A. Handbook - Mark Hegberg

- 5/22/22 is the date to be submitted we will initiate a meeting after labor day for kick off
- Will move documents into basecamp to share with volunteers

B. Program – Jason Hauska

- 7 people on Program call on 6/17/21
- ASHRAE winter conference Jan 27 expected in person Las Vegas
- June 18 the website has opened for program proposals
 - July 12 Papers due, Aug 2 Debates, Seminars, Forums proposals due
- Potential topics discussed: Flow hood deviations, Covid lessons learned, climate change impact. Likely will not have a proposal for Winter Meeting
- Current flow hood testing at EAB lab ongoing through summer. This would put us on track for a proposal for 2022 Annual meeting. Idea to have a Debate session that would include testing & Balancing equipment manufacturers and proponents of Standard 215, S. Sligowski, C. Wray, R. Moss indicated they would participate.

C. Membership – Robert Moss

- 65 active members, 9-VM, 32 CM 24 provisional & 15-YEA
- Provisional members can be promoted to corresponding by chair after actively meeting attendance

D. Research –

- No ongoing research Shelia Ma coming in as research chair
- Research held June 22 meeting F. Spevak was unavailable.
- R. Moss has a potential RTAR proposal

E. Journal / Publications –

- No report

F. Standards - Gaylon Richardson

- The standard committee voted to reaffirm 111
- Standard 111 – one outstanding unresolved comment with committee member will be addressed shortly

G. Education –

- No report

H. Web Master – Jason Hauska

- Basecamp has been started successfully
- An invite for voting members will be coming, then subcommittee members
- Mr Hauska will coordinate with those who volunteer on Handbook

8. LIASON REPORTS FROM OTHER TC'S OR ORGANIZATIONS

TC 1.2 Instruments & Measurements – Frank Spevak

- R Moss was in attendance, nothing significant to report

TC 1.4 Control Theory & Application –

- No report

TC 5.2 Duct Design – Guy Faris

- Craig Wray announced new duct design manual in being published
- Scott fielder mentioned new RTAR for duct take offs and taps

TC 5.3 Room Air Distribution - Byron Hagan

- No report

TC 5.6 Control of Fire & Smoke – Gerald Kettler

- A new handbook published
- Commission guideline 1.5 smoke control is going into rewrite

TC 6.1 Hydronic & Steam Heating Equipment & Systems – Mark Hegberg

- No report

TC 7.9 Building Commissioning - Justin Garner

- SSPC 300 Building Commissioning - alignment of indexes and appendices
- SSPC 230 Existing Building Commissioning – nearing completion. Voted by committee to go out for public review
- Guideline 1.7P Ongoing Commissioning - is formed with Bruce Spitz chair
- 90.1-2019 now has Cx and TAB as requirements and IGCC Functional Performance Testing and Cx now mandatory with a report

TC 9.10 Laboratory Systems – Gaylon Richardson

- No report – 9.10 hasn't met yet
- Lab Design Guide is being revised
- Tracer gas standards in process

AABC – Gaylon Richardson

- Has endorsed Eng Air Balance Training facility program and advanced classes

NEBB – No liaison

NBC – Scott Fielder

- Live public classes and training has started
- Review courses and exams in Sept annual conference in August

SMACNA – No liaison

ACCA – No liaison

TABB – No liaison

9. OLD BUISNESS

- Tabled previous discussion Std 215 – pending EAB hood testing and technical program

10. NEW BUISNESS

- Long time ASHRAE member [Rodney Hugh Lewis](#) passed away in May. He was chair of this committee when it was TC 9.7

11. ADJOURN

- Motion to adjourn was made by Chairman Schlachter @ 2:30p, seconded by consensus

NEXT MEETING:

Las Vegas, NV

Monday, Jan 31, 2022

2:15 – 4:15 pm