

**ASHRAE TC 6.7 General Meeting 26 June 2023**

**APPROVED MEETING MINUTES**

Virtual TC 6.7 Subcommittees Meeting

Tampa, FL, USA - Hybrid meeting

**Acting TC 6.7 Secretary: Stratos Rounis (incoming secretary)**

**List of Attendees**

<b>First Name</b>	<b>Surname</b>	<b>Initials</b>
Costas	Balaras	CB
Douglas	Reindl	DR
David	Searce	DS
Veronique	Delisle	VD
James	Leidel	JL
Costa	Kapsis	CK
Janice	Means	JM
Tim	Merrigan	TM
Stratos	Rounis	SR
Anna-Maria	Sigounis	AMS
Erin	Gaucher Locks	EGL
Svein	Morner	SM
Omar	Farhad	OF
Andrew	Shore	AS
Michael	Vogel	MV
Steve	Ehrman	SE
Paul W.	Stackhouse	PWS
Yoon	Ko	YK
Reda	Djebbar	RD
Andy	Walker	AW
Amir	-//-	A
Berthold	Gunther	BG

\*\*\*SM reported that he is not listed as webmaster in ASHRAE and he cannot update the webpage. CK does not have access to update site, he has sent email to resolve this.

### 1. Welcome

The meeting was called to order by Chair CK at 4.14 pm, June 26 2023 and introductions were made.

CK shared the draft meeting agenda

CK informed about transcribing the meeting. There were no objections

Transcription started at 4.16 pm

### 2. Roll Call and Introductions. Determination of quorum. Meeting minutes keeping: Stratos Rounis (Secretary, non-voting).

Current voting members:

Costa Kapsis (June '24); Ahmed Elatar (June '24); James Leidel (June '25) Marija Todorovic (June '26); Veronique Delisle (June '24); Timothy Merrigan (June '25); Constantinos Balaras (June '26); Gaylen Atkinson (June '24)

x	Costa Kapsis
	Ahmed Elatar
x	James Leidel
	Marija Todorovic

x	Veronique Delisle
x	Timothy Merrigan
x	Constantinos Balaras
	Gaylen Atkinson

A quorum was met (CK, JL, VD, TM, CB)

### 3. Scope & Agenda

CK presented the scope of TC 6.7 and overlap with other TCs. The Code of ethics was presented

After introducing scope, CK asked if there were items to add to the agenda. No items were added.

VD moved a motion to adopt the agenda. TM seconded.

The agenda was unanimously approved (CB, CK, VD ,TM, JL)

### 4. Review and approval of meeting minutes for ASHRAE Winter Conference 2023, Atlanta.

Chair proceeded with the approval of minutes of the previous General Meeting (6 February 2023)

VD moved motion to approve the minutes. TM seconded.

There was no further discussion.

The meeting minutes were unanimously approved (CB, CK, VD ,TM, JL)

Action item: CK to share minutes with SM to upload to the TC webpage

## 5. Announcements & Updates

- TAC announcements (Doug Reindl)
- Liaison announcements
- ASHRAE *Task Force on Building Decarbonization* (TFBD) – *P&S Subcom Update* (Costas Balaras)

CK asked DR and DS for announcements

DS informed that ASHRAE is forming new standing committee (Technical Interaction Committee, TIC), for the international recognition of ASHRAE standards. TC 2.5, 6.3, 8.6 and 4.2 are looking for volunteers to participate

CK asked if anyone was interested in joining these ISO TCs as liaisons. Those interested should get directly in touch with DR.

CK asked CB for announcements on subcommittee on building decarbonization:

CB informed that Building Decarbonization 101 is available and that there is a series of 100 seminars coming in the fall with material on: life cycle carbon emissions, steps to decarbonization, cold climate decarbonization and introduction on efficient/effective electrification.

Several courses will be available online.

Technical guides:

- Technical guide regarding building performance standards: completed
- Grid interactive buildings: close to completion. A course on the subject will be offered in Chicago.
- Heat pump application design: work statement approved. It will be co-developed with the DOE
- Whole life carbon for building systems: in progress. Expected to be in publication in early fall.
- Embodied carbon and calculation methodology for North America (part of ASHRAE 60 agreement)
- Decarbonized Hospital Buildings: in the near future
- Building decarbonized retrofits: expected May 2024

Not yet clear what is going to happen with the TFBD: it will not remain a task force

CK thanked CB for the update

CK asked for any liaison announcements

No further announcements

## **6. Handbook Subcommittee Update (Veronique Delisle)**

VD informed that Systems and Equipment, and HVAC Applications have not been revised in this cycle but there are actions taken to be revised in the next cycle. CK explained that a critical review is time-consuming process and there was limited time.

VD informed that EGL and herself have been working on restructuring the table of contents for both HVAC Applications and Systems and Equipment. This first important step will make it easier to add new content. Once everyone agrees on the table of contents, then the TC will proceed to in-depth revision of the content (additions, deletions etc.).

Proposed way of restructuring allows for inclusion of more relevant RETs

CK added that Systems and Equipment has already gone through a major revision in the previous cycle

VD presented the restructured table of contents of both chapters and a temporary version of each one based on the restructured table. Table of contents uploaded to base camp for review. VD asked everyone to directly add comments on the pdf files regarding the restructuring exercise. VD proposed meeting in September to look into the revised version. In November volunteers can be identified to assist in the review process.

CK reiterated that the first step would be to move around content without changing the content itself.

### Discussion:

CB had a question on how the process is going to work out by moving material from specific volumes (material may be lost between revision cycles if removed from one volume and moved to another).

VD replied that it is possible to suggest edits in advance of the forma ASHRAE year of revision.

CK added that while the online chapter version can be effectively updated every year, the hard copy will be indeed on outdated for one year.

CB expressed his concern that during process of deleting material to move into another volume, there will be a gap. He suggested looking into the ASHRAE procedures.

VD offered to inquire about options regarding procedure and this can be discussed in next meeting on how to proceed

JM proposed leaving the respective chapter but stating that the specific chapter has been moved

CK and VD discussed about whether solar calculations would also move

VD said that once table of contents is agreed upon, she can talk with the Handbook committee to review best ways to proceed. JM agreed that the TC should refer to the Handbook committee to ask about proper procedures

CK asked for volunteers to review table of contents

CB moved motion to accept Chapter 37 with no revisions. VD seconded. All members voted in favour.

Motion approved.

No further discussion.

Action Item: VD will put it on basecamp for the members to add comments directly on PDF. She will also organize a followup online discussion toward the end of September.

## **7. Program Subcommittee Update (Ahmed Elatar)**

CK informed that no seminars were submitted for Tampa with TC 6.7 leading. These will be submitted for Chicago. CK will be sharing info on the potential presenters. The deadline for the submissions is August 2<sup>nd</sup>. CK asked AW if he would be joining Chicago meeting and if he agrees to present on the seminar proposed.

SM provide an update on additional seminar proposals: seminar on strategies to achieve Net-Zero. VD on building-grid interaction.

YK informed that TC 5.6 on smoke control has a seminar proposal. CB added that the BIPV session and fire safety for BIPV would be relevant (BIPV fire safety and smoke hazard).

JM noted that TC 2.5 is submitting a seminar on design guidelines for climate resilience. CK asked for draft description to review and potentially offer co-sponsorship.

CK asked if a vote was needed to approve seminar proposals that will be moving forward for submission. CB said no (only when ranking is involved).

So far 3 seminars submissions were sponsored by TC 6.7 for the Chicago meeting.

CK asked SM regarding the TC6.7 solar thermal workshop (ASHRAE learning institute). SM and KN are not sure if the workshop will be offered during the Chicago meeting. KN will follow up with ASHRAE.

### Action Items:

- CK to coordinate with AA about content of his presentation
- CK to finalise and submit seminar proposal by end of this week
- JM to get in touch with TC 2.8 and TC 2.5 for cosponsored seminars
- CK to get in touch with TC 7.5 for cosponsored seminars
- SM to confirm speakers from his side.
- SM and CK to ask ASHRAE learning institute committee

## **8. Research Subcommittee Update (Costa Kapsis)**

JL mentioned that a paper on tax credits has been submitted.

JM, JL and John Sweeney working on work statement. TC 2.8 is interested in cosponsoring.

CK mentioned that he is going through the document and there are major incomplete sections

Asked JM to share latest version on basecamp.

CK asked for 15 days to review and share it with 2.8, 2.5, 7.5 for cosponsoring.

Action Items: JM to provide latest version to CK

## **9. Standards Subcommittee Update (Marija Torodovic)**

CK informed that MT is absent and that he would be providing the update.

CK mentioned that the ASHRAE Standards Committee asked for an update on the Guide for Preparing Active Solar Heating Systems Operation and Maintenance Manuals. The guide was initially published in 1990. ASHRAE asked if TC6.7 wish to revise the guide, keep it as is or discontinue.

In the past, there was coordination between KN and Andriana Rolf. KN said Andriana volunteered to revise the guide. There have been no updates since then.

CK asked if anyone is familiar with the guide.

TM said this is an old publication. CK agreed and mentioned that many sections of the guide are outdated.

C CK was considering sharing the pdf photocopy with members and postpone decision until next meeting(s)

K postponed this item to next meeting (it was agreed with TM on reviewing it and voting on it later)

## **10. Membership and Outreach Subcommittee Update (Anna-Maria Sigounis)**

CK introduced AMS as the new chair of the Outreach Committee.

KN proposed to initiate a series of webinars to increase interest, outreach and knowledge dissemination. The participants agreed with the idea.

AMS informed that webinars are to start September, JM volunteered to be the first presenter.

AMS developed and share a webinar template in basecamp. AMS presented the template which is based on ASHRAE conference templates

JM presented her suggested modifications (add TC logo, add numbering)

JM insisted on keeping the TC title on the logo

VD volunteered the graphist from CANMETEnergie to help with the logo.

JM thanked AMS and CK for their work

Action Items:

- CK will pass the template to DR to see if there are any conflicts
- Double check with DG regarding use of ASHRAE in logo
- The CK will pass any feedback to VD and she will consult their professional graphist

## **11. Web Page Update (Svein Morner)**

SM informed that the log-in process changed within the last 6 months. He cannot currently update the webpage.

Encouraged everyone to send relevant info that can be put on webpage (minutes, program etc.)

Webpage can be repository for TC6.7 archive

## **12. Old Business**

None

## **13. New Business**

Next meeting in Chicago / seminars / work statement for PV publication

## **14. Adjournment**

CB moved motion to adjourn the meeting. VD seconded. Meeting adjourned at 6.15 pm EDT.