



Shaping Tomorrow's  
Built Environment Today

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***Minutes***  
**ASHRAE 2022 Annual Conference**  
**TC 1.6 Terminology**  
**Toronto, Canada - Hybrid (In-Person/Virtual)**

**Sunday June 26, 2022, 3:30-5:30PM (EST) – Sheraton, Roosevelt (2)**

**ASHRAE TC 1.6 Main Meeting**

1. **Call to Order**
2. **Welcome – Introductions of Guests: David Meredith**
3. **Roll Call: Cameron, Rex, Art, Walter, Bruce, Roger, Gemma, Kyle, Stephanie**
4. **Ethics Review**
5. **Review of Agenda**
6. **Approval of Minutes from:**
  - a. Hybrid January 30, 2022 (Found on TC1.6 Basecamp) – Gemma moved, Art 2<sup>nd</sup>, Bruce Abstained, motion passes
7. **Chair's Report:**
  - a. TC Breakfast Update – Gemma attended and summarized the topics relevant to TC 1.6. Discussed hybrid meetings, with Gemma commenting on microphones and other related topics. Gemma is now a member of a small group that will be spearheading hybrid meeting improvements.
  - b. How to join TC 1.6 – Cameron mentioned that provisional corresponding members have joined, and Gemma asked if anyone has been reaching out to those new members to onboard them. Group discussed putting someone in charge of mentoring new members. Bruce volunteered to reach out to new members. Art will send instructions on how to pull the roster off of the ASHRAE website.
  - c. Review of Positions – Positions listed at end of this document.
8. **Vice-Chair's Report – Carolyn Kerr – Nothing to report.**
9. **Subcommittee Reports:**
  - a. **Working file and ASHRAE Terms Online Update – Art**
    - i. Update Status, New Glossaries added to working file –
      - 1 Art updated group on terms.
      - 2 Changes are mostly updated, although some additions are missing from the terms. Additional terms will be updated online in the near term, per Art's request.



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- 3 Art said ready to do another cycle with another roughly 400 terms, and removing duplicate terms.
  - 4 Harmonization between different organizations might require permission from each respective organization before we bring in their terms to our working files.
  - 5 Art will compare IECC with 90.1 and Art asked that Gemma's team be tasked with defining "built environment"
- ii. ASHRAE Terms Online \\ <https://www.ashrae.org/resources--publications/free-resources/ashrae-terminology>
- b. **Standard 90.1 – Definitions Review and updating – Gemma, Bruce & Walter**
    - i. 90.1-2019 Completed before Vegas
    - ii. Once 90.1-2022 is released, item will be active again.
  - c. **ASHRAE IP/SI Policy**
    - i. SI vs IP – Rational Conversion Review – Walter
      - 1 Walter reported that some soft conversions might need to be rounded. Walter wants to know what number we can establish a rounding protocol. Art said no policy exists for the soft conversion "rounding" protocol. Bruce asked if TC1.6 can get involved in the Fundamentals handbook section on Conversions to expand on the guidance for IP/SI conversions. Bruce, Walter, and Stephanie will lead this effort.
  - d. **RP-1801 Journal Newsletter**
    - i. Standardizing & Utilizing ASHRAE Online BIM Data Exchange Protocols
      - 1 TC1.6 is not involved in this item. **Item will be removed from Agenda.**
  - e. **Handbook – Bruce**
    - i. Selecting a handbook chair and committee members and having those on the committee review HB content by the June meeting. Discussion by Stephanie Mages
      - 1 New authoring portal is up and running. The new portal puts everything online instead of passing documents back and forth. New Portal is an improvement over the previous portal. Portal requires email linked to Microsoft account.
      - 2 **Future agenda item 2023 Atlanta – start talking about symbology**
  - f. **Standards – Roger – Efforts to change Stds Development**
    - i. Speed of ashrae terms updating (Gemma, Art)
      - 1 Working on ASHRAE terms updating.
      - 2 Flow chart for review terms exists as an internal document only.



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- 3 Roger reported that the flow chart needs to be taken to Standards so all Standards writing committees follow the same process that TC1.6 does in harmonization of terms. Roger to put together an item for TC Breakfast in Atlanta for presentation. **Roger is available, starting in October.**

g. **Programs** - Kyle - Future Meetings Plans

- i. ASHRAE TC1.6 members, we have been asked to be peer reviewers for Winter conference papers; the list of abstracts is attached for your consideration.

- 1 TC1.6 members are recommended to volunteer for the conference papers, with the goal being 2 papers. Gemma recommends that you indicate your interest and expertise when volunteering. All please respond to Kyle's email with the paper review request.

h. **Communications** - Web Page, BaseCamp – Rex Camit

- i. Website was under Art's name, so Rex got that correct and Rex will follow up to make sure the change is formalized

i. **Research** – Jaap

**10. Liaison Reports**

a. MTG: ACH – Roger

- i. Sponsored a seminar Wednesday at 11am. Additional paper will be issued with a number of terms, and the paper will be circulated for our review of terminology.

b. **Air Cleaning Glossary Term** – Bioaerosol or Pathogen, issues on harmonization Art

- i. Currently confusing and Art asked Gemma to take this on to harmonize.

c. **Reharmonize refrigeration terminology between ASHRAE and IIR** Bill Simpson – Not present and no updates.

d. **STD 189.1 and IGCC Harmonization** – Art, this **item is no longer relevant and will be removed from agenda.**

**11. TC 1.6 – Future Efforts / Long Term Plan**

- a. Harmonization, Relationships, Other Organizations, Communications

**12. Old Business:**

**13. New Business:**

a. **Add Future Agenda for Liaison to Std 300-202 for Walter, as he stated he would be the liaison.**

- b. TAC Section 1 liaison from the Publications Committee reached out to see if we had any questions or comments on either existing or upcoming publications that this TC might be working on. Are there any publications that we are considering? Would someone this TC like to publish an article or two in the Journal? - Possibly, but no Journal article thoughts currently. Possibly a "spotlight" or small



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Phil Naughton - Perhaps a journal article on the role terminology places in many other ASHRAE publications. I am part of MTG ACR (Air Change Rate), and we just concluded a research project RP-1833, *Literature Review for Evidence of the Basis for Specified Air Change Rates (ACR) for Cleanrooms, Laboratories, laboratory animal facilities, and health care facilities with medium to high ACR*. There was a significant amount of work in the RP on terminology and the etymology of many of the ventilation terms. Our MTG and its TC subgroups (i.e., Labs, Hospital, Cleanrooms, etc.) continually discuss the meaning of many ventilation terms. Having precise and consensus definitions of terms is critical to many research projects. Perhaps an article discussing this. I might be open to authoring this article or co-authoring it with some others. – **Group discussed that TC1.6 supports Phil leading this effort.**

#### 14. Next Meeting Times:

Year	Winter Meeting	Annual Meeting
2023	Feb 4-8 – Atlanta, GA	June 24-28 – Tampa, FL
2024	Jan 20-24 – Chicago, IL	June 22-26 – Indianapolis, IN
2025	Feb 8-12 – Orlando, FL	June 21-25 – Phoenix, AZ

#### 15. Adjourn

##### 2021-2022 - Voting Members:

Cameron Labunski  
Art Hallstrom  
Gemma Kerr  
Walter Lenzi  
Jap Hogeling  
Rex Camit  
Bruce Billedeauz  
Jonathan Smith

##### 2021-2022 - Positions:

Chair - Cameron Labunski - TC0106@ashrae.net  
Vice Chair – Carolyn Kerr  
Secretary – Jonathan Smith