

Meeting Location: In-Person

Meeting Date: Mon, 06/24/24 at 10:30 AM - 12:00 PM CST in the JW Marriott, 302 (3)

Programs Sponsored or Co-sponsored June 2024:

Sunday, June 23 8:00 AM – 9:00 AM EDT

Workshop 2: Project Scheduling: Rules and Basics of Pull Planning

Sunday, June 23 9:45 AM – 10:45 AM EDT

Workshop 3: Creating a Competitive Advantage by Leveraging Company Culture

This session brought people to our TC meeting.

Sunday, June 23 1:30 PM – 3:00 PM EDT

Seminar 15: Communication, Prioritization and Management Skills for Engineers

Wednesday, June 26 8:00 AM – 9:30 AM EDT

Seminar 46: Your Ethics Tool Box: Building a Framework for Ethical Decision-Making With Case Studies

Wednesday, June 26 9:45 AM – 10:45 AM EDT

Workshop 5: Buzzwords and Bias: Meeting in the Middle Advances the Whole

CIDCO presentation by Mictchell

1. Chair Welcome

a. Committee Scope

- i. TC1.7 will educate the ASHRAE membership in business, management and general legal matters, which touch and concern the HVAC industry and its members. The committee will enable this education through the selection of speakers and offers for programs, and through the publication of articles and other educational materials.

b. Ethics Statement

- i. *In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.*

2. Quorum Check– **if highlighted they were in attendance.**

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|------------------------|---------------|----------------------------------|
| Pamela Duffy | Voting | Chair |
| Michael Cooper | Voting | Vice-Chair |
| Julia Timberman | Voting | Secretary/webmaster (2024 chair) |
| Jennifer Leach | Voting | Member |
| Ken Fulk | Voting | Member |
| Mitchell Swann | Voting | Member |
| Robin Bryant | Voting | Member (2024 Vice Chair) |

| | | |
|--------------------------|------------|-----------------------------------|
| Craig Messmer | Non-voting | TAC Chairman |
| Jason | Non-voting | Section Head |
| Frank Rivera | Non-voting | Chapter Technology Transfer Chair |
| Ahmed Kashef | Non-voting | Research Liaison |
| Paolo Kashef | Non-voting | Standard Liaison |
| Steven Hammerling | Non-voting | Staff Liaison |

TAC Section Head Update:

[Sh1@ashrae.net](mailto:sh1@ashrae.net) to email our TAC section head.

Drop Robin off for a year as a voting member and the bring her back next year.

Need to remove 1 member non-quorum.

Look at the functional group reference manual for instructions.

Put slides from TC chairs breakfast on basecamp.

GAC is looking for subject matter experts to testify about HVAC matters.

If we have people who are interested in the AI MTG email sh1@ashrae.net.

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3. Approval of Minutes from prior meetin - [TC0107 Minutes Chicago - 20240122](#)– J. Leach motioned for approval, R. Bryant seconded. No votes against, Minutes approved by consensus.

4. TC Chairs Report

a. Roster Updates

- i. Julia – Chair
- ii. Robin – Vice Chair
- iii. Lindy – Secretary
- iv. Pam moved several people who have been corresponding members.
- v. Ken has asked to step down from Voting Member due to other commitments. Jason noted that Robin cannot serve as a voting member next year to ensure she can serve as voting member when she is chair. Julia will address these changes with ASHRAE staff and Jason.

b. TC Communications

- i. Website <https://tc0107.ashraetcs.org/>
- ii. Basecamp <https://3.basecamp.com/3106353/projects/1256953>

5. Sub-Committee Reports

a. Program Subcommittee Report:

- i. Next Conference is Orlando and program submissions are due 8/2.
 1. Do we want to have any programs in Orlando
- ii. Conference Topics - [Master Idea List](#)
 1. <https://docs.google.com/document/d/1pzkNKlwoaprkh9ja-CtS1XQ07RLoFtZ1Z6S8IMC3dMg/edit>

Potential Program ideas

2. Alphabet Soup do it with TC 7.1, Mitchel will be taking care of it.
 3. Have Universal Studios speak or Disney
 4. Prefabrication issues, how you put it all together and take it to the next level – Lindy, Speaker – Bryan Holcomb, Robin Bryant, Keith, Chuck Gullledge. Another title – What is the engineers standard of care for Prefabrication.
 - a. Do this as a seminar at the expo
 5. AI tract – Jen is going to think about a program. What are the repetitive things you can use for AI.
 6. Jen will have a program call before July 15th.
6. Old Business –
- a. Open [February 2021] Salary & Benefits Member Survey - per Lizzy Seymour Feb 2024
 - i. “This survey has been talked about at length for a long time, particularly with Executive Committee. At one point Dennis decided he wanted to try and integrate it into his Presidential Theme for the 2024-25 SY. There was some initial research done with potential third-party providers, and it was determined that it could cost anywhere between \$25-\$50K depending upon how it was structured and how the results were packaged into a report. There was also question on if this would be US or globally focused. While more inclusive for all ASHRAE members, a global salary and benefits survey have added complications related to varying pay scales, education experiences, etc.
- However, after PEAC narrowed down the list of initiatives to support Dennis’s theme, the salary survey moved to the bottom of the priority list and has since been dropped for now.”
7. New Business
 8. Next Meetings
 - a. Next Meeting: Monday in Orlando
 - b. Next Program Committee conference call before annual meeting
 9. Adjourn –