



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

1791 Tullie Circle, NE • Atlanta, Georgia 30329-2305 ☎ 404-636-8400 • Fax 404-321-5478

TC/TG/TRG MINUTES COVER SHEET

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

TC/TG/TRG NO.: TC 9.01 ISSUE DATE: June 9, 2011

TC/TG/TRG TITLE: Large Building Air-Conditioning Systems

DATE OF MEETING: February 1, 2011 LOCATION: Las Vegas, Nevada

MEMBERS PRESENT	TERM END	MEMBERS ABSENT	TERM END	ADDITIONAL ATTENDANCE
<u>Members:</u> Stephen W Duda, Chair Jeff Traylor Dennis Wessel Warren G. Hahn Harvey Brickman Bill Klock Mark Fly Hollace Bailey Lynn Werman Kenneth E. Gill John L Kuempel Jr Sec Douglas Cochrane Alonzo B. Blalock K. Quinn Hart Gene R Strehlow Ronald Millies, Jr. <u>Non-Quorum Members:</u> Phil Trafton Rodney H. Lewis	<u>June 30 of</u> 2011 2011 2012 2013 2012 2013 2013 2013 2013 2011 2014 2013 2011 2014 2014 2012 2014 2014	<u>Members:</u> John Wolfert	<u>June 30 of</u> 2013	<u>Corresponding Members:</u> Kelley P Cramm, V Chair John I Vucci Jay Eldridge Howard J McKew Charles E. Henck <u>Liaisons / Staff / Ex-Officio Members:</u> Tom Lawrence (TAC Section 9 Head) <u>Guests:</u> Justin Garner Hans Hansen Steve Nicklas <u>Regulars absent:</u> Charles G Arnold Amanda McKew Gil Avery

DISTRIBUTION

ALL MEMBERS OF TC/TG/TRG

TAC COMMITTEE CHAIR: Charles Wilkin

TAC SECTION HEAD: Thomas M Lawrence

LIAISONS:

Standards Liaison: Cecily M Grzywacz Publications: John A Clark

Handbook: Thomas M Lawrence Research: Carl Huber

ALI/PDC: Filza H Walters CTTC: Thomas Lewis

Staff Liaison/Research/Technical Services: Michael R Vaughn Staff Liaison (Standards): Stephanie Reiniche

NOTICE: These Draft Minutes have not been approved and are not the official, approved record until approved by this committee.
June,2011



ASHRAE American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.
 1791 Tullie Circle, NE • Atlanta, Georgia 30329-2305 ☎ 404-636-8400 • Fax 404-321-5478

ASHRAE TC/TG/TRG ACTIVITIES SHEET ATTACHMENT

ISSUE DATE: February 9, 2011

TC/TG/TRG NO.: T.C. 9.01 TC/TG/TRG TITLE: Large Building Air-Conditioning Systems

CHAIR: Steve Duda VICE-CHAIR: Kelley Cramm SECRETARY: John Kuempel Jr

TC/TG/TRG MEETING SCHEDULE				
Location - Past 48 Months	Date	Location - Planned Next 36 Months	Date	
Long Beach, CA	6.26.2007	Montreal, PQ (Canada)	6.28.2011	
New York, NY	1.22.2008	Chicago, IL	1.24.2012	
Salt Lake City, UT	6.24.2008	San Antonio, TX	6.26.2012	
Chicago, IL	1.27.2009	Dallax, TX	1.26.2013	
Louisville, KY	6.23.2009	Denver, CO	6.22.2013	
Orlando, FL	1.26.2010	New York, NY	1.18.2014	
Albuquerque, NM	6.29.2010			
Las Vegas, NV	2.01.2011			
TC/TG/TRG SUBCOMMITTEES				
Function	Subcommittee Chair			
Publications Handbook	Gene Strehlow & Bryan Sherman			
Honors and Awards	Jeff Traylor			
Publications	Rodney Lewis			
Membership Program	Warren Hahn			
Research	Lynn Werman			
Standards	Dennis Wessel			
Standards Issues	William Klock			
Webmaster	Charlie Henck			
	Rodney Lewis			
	Mark Fly			
RESEARCH PROJECTS – CURRENT				
Project Title	Contractor	Monitoring Comm. Chairperson	Report Made At Mtg.	
LONG RANGE RESEARCH PLAN				
Rank	Title	W/S Written	Approved	To RAC

NOTICE: These Draft Minutes have not been approved and are not the official, approved record until approved by this committee.
 June,2011

HANDBOOK RESPONSIBILITIES				
Year & Volume	Chapter Title	Chapter No	Deadline	Lead Reviser / Reviewer
2012 Systems & Equip	HVAC System Analysis and Selection	1	TBA 2011	D. Wessel / Brickman & Fly
2012 Systems & Equip	Decentralized Cooling and Heating	2	TBA 2011	J. Kuempel / Vucci & Duda
2012 Systems & Equip	Centralized Cooling and Heating	3	TBA 2011	W. Klock / Werman & Hart
2012 Systems & Equip	Air-Handling and Distribution	4	TBA 2011	Eldridge / Trafton & Cramm
2012 Systems & Equip	In-Room Units and Distribution	5	TBA 2011	H. Bailey / Strehlow & Hahn
STANDARDS ACTIVITIES - List and Describe Subjects				
<p>STD 15-2010 <i>Safety Standard for Refrigeration Systems</i> – Continuous Maintenance, Cognizant TC is 9.01, Steve Duda is liaison. Guideline 0-2005 <i>The Commissioning Process</i> – TC 9.01 is co-cognizant. Guideline 16-2003 <i>Selecting Outdoor, Return, and Relief Dampers for Air-Side Economizer Systems</i> – Cognizant TC is 9.01. Guideline 22—2008 <i>Instrumentation for Monitoring Central Chilled-Water Plant Efficiency</i>- Cognizant TC is 9.01</p>				
TECHNICAL PAPERS from Sponsored Research – Title, when presented (past 3 yrs. present & planned)				
1. None.				
TC/TG SPONSORED TRANSACTION SESSIONS – Title, when presented (past 3 yrs. present & planned) & Chair				
1. Conference Paper – Rehab for DDC at Corporate National Training Center – Three Years of Therapy - Winter, 2011 – Las Vegas, Blalock 2. Conference Paper - Application of ASHRAE Standard 15-2010 with Respect to Multi-Evaporator Split Air-Conditioning Systems – Summer 2011 – Montreal, Duda				
TC SPONSORED SEMINARS – Title, when presented (past 3 years, present, & planned) & Chair; Speaker, Speaker, Speaker				
1. <i>Underfloor Air Distribution: Case Studies & Lessons Learned</i> (2008 Winter) Brickman; Cooper, Mass, Frank, Morrissey. 2. <i>Introduction to 2008 Handbook</i> (2008 Annual – Salt Lake City) / McKew; Duda & Maston. 3. <i>Case Studies in Sustainable Retrofits to Reduce Energy Use of Existing Buildings</i> (2009 Winter – Chicago) / Trafton; Kuempel, McKew, Traylor. 4. <i>Design and Case Studies for Indoor Sports Facilities</i> (2009 Annual – Louisville) / Trafton; Duda, R. Towell, Cramm. 5. <i>Design Challenges & Solutions for Entertainment Venues</i> (2009 Annual – Louisville) / Millies; Kuempel, S. Braden, McKew. 6. <i>Retrofitting HVAC in Older Buildings for Higher Efficiency</i> (2010 Annual-Albuquerque) Kuempel,Duda,Cramm 7. <i>High Performance Run Around Energy Recovery Systems</i> (2010 Annual – Albuquerque) Niederer 8. <i>HVAC Security- Less we forget</i> (2011 Winter – Las Vegas) McKew, Cogley, Dobbs,Campbell				
TC/TG SPONSORED FORUMS - Title, when presented (past 3 years, present, & planned) & Moderator				
1. None.				
JOURNAL PUBLICATIONS , when published (past 3 years, present, & planned) & Author				
1. <i>Connecting Buildings To Central Chilled Water Plants</i> (2007-11) / J. Rishel				

Respectfully submitted by:



NOTICE: These Draft Minutes have not been approved and are not the official, approved record until approved by this committee.
June,2011



TC 9.01 Large Building Air-Conditioning Systems

Meeting Minutes

Meeting Date: February 1, 2011
Las Vegas, Nevada

I. Call to Order

- a) Chair Duda called the meeting to order at 1:00 PM local time.

II. Introduction of Members And Guest

- a) Self-introductions of members and guests were made around the table as the attendance roster was circulated. Chair Duda welcomed all members and visitors. A quorum was verified.

Voting Members:	15 Present 1 Absent, Quorum achieved.
Non-Quorum Voting Members:	2 Present
Corresponding Members:	7 Present
Society Liaisons:	1 Present
Staff Liaisons:	0 Present
Guests:	4 Present

Note: Non-Quorum Members are voting members if present, but do not count against quorum if absent.

III. Minutes from Albuquerque, Annual 2010 Meeting

- a) Ken Gill moved that the meeting minutes be approved and Warren Hahn seconded.
- b) Motion carried (14-0-0-1-1).

Secretary's Note: All votes recorded herein are formatted as (Aye-Nay-Abstain-Chair not voting-Absent).

IV. Agenda Comments / Updates (S. Duda)

- a) Duda requested changes. None offered.

V. Chairman's Comments and Section 9 Report (S. Duda)

- a) *Steve attended section meeting with Kelley. His report is attached.*

VI. ASHRAE Liaison Reports

- a) *Carl Huber introduced himself. He is new Research Liaison*

VII. TC 9.01 Subcommittee Reports

- a) Membership (Duda reported): Five members will be rolling off as voting members of the committee as of 6/30/11: Duda, Traylor, Blalok, Gill, Wolfert. Five will be added as voting members: Cramm, Henck, Eldridge, Vucci, McKew.

Effective July 1st, 2011, the TC 9.1 Leadership will be as follows:

Chair – Kelley Cramm, Vice Chair – John Kuempel, Secretary – Howard McKew,

New Corresponding members to be added : Steve Niklas, Damon Johnson, Mick Schwedler

- b) Handbook (J. Traylor reporting): Jeff indicated that the chapter reviews need turned in and voted before next meeting. The votes will be by e-mail.

TC-9.1 Handbook Reviewers:

	Reviser	Reviewer
• Chapter 1	Wessel	Brickman, Fly
• Chapter 2	Kuempel	Vucci, Duda
• Chapter 3	Klock	Werman, Hart
• Chapter 4	Aldridge	Trafton, Cramm,
• Chapter 5	Bailey	Strehlow, Hahn

- c) Standards (Traylor):–

Guideline 22

Standards asked us to revise the guideline or re-affirmed as written.

Following discussion, most on committee were unfamiliar with the paper. Vote to re-affirm failed 8-0-7-1-1

Duda to distribute copy and we will revisit next meeting

- d) Research (Klock): Bill Klock was not present to give a report.

- RP-1395 – *Heat Gains from Industrial and Control Equipment in Industrial Plants, Part 2*, (Wessel). The final report ready. Sub Committee has reviewed and recommends approval for publication. Motion Wessel, second Trafton, approved 14-0-0-1-1

- RTAR-1448 – *Chiller Room Ventilation*, PMS: S. Taylor, S. Duda, J. Vucci.

Ongoing study has over 1000 magnitude correction for catastrophic release vs. minimal release

- e) Program (Cramm):

The TC9.1 Program Subcommittee is planning the following programs:

Montreal Meeting:

Track 6: Engineering Tools

Utilizing Modeling as an Engineering Tool for System Selection and Project Execution

Chair: Howie McKew

Speaker: Kelley Cramm – Using BIM as a tool during construction to improve project execution

Speaker: Energy Modeling company in Wisconsin would provide a speaker; Mick Schwedler to solicit

Speaker: Eric Sturm

Potential speaker: R. Alan Spence (Jeff Traylor's office)

Steve Duda has written a paper for Montreal: Application of ASHRAE Standard 15-2010 with Respect to Multi-Evaporator Split Air-Conditioning Systems

Chicago Meeting:

Track ?: Energy Efficiency: New Technologies and Applications

Chair: Phil Trafton

John Kuempel: Heat Recovery Chiller and VRF
Mick Schwedler: Central Plant Geothermal
Kelley Cramm: Geothermal, Domestic Water, Make Up Air, and DOAS

Dennis Wessel will pursue a chilled beams session for Chicago

- f) Professional Development (G. Strehlow):
 - Had over 1000 people sign up for Vegas programs.
 - Please submit any training program ideas to Gene, we need instructors for new programs.
- g) Honors & Awards (Lewis):

Need to submit for Distinguished Service Award by May 1st. Get application to Rodney.
- h) Publications (W. Hahn):
 - Duda offered to condense VRF paper into article for Insights.
- i) Website Report (M. Fly):
 - Mark Fly received several programs from speakers and will be posting them on our website.
- j) Standards Issues (Lewis):

VIII. TC/PC Liaison Reports

- a) TC 1.12 – Moisture Management in Buildings (Bailey): Less involved.
- b) TC 4.03 – Ventilation and Infiltration (S. Duda): Steve Taylor is actively involved. New RTAR to verify separation distances on intakes.
- c) TC 6.01 – Hydronic and Steam Heating Equipment and Systems (K. Cramm): Working on Design Chapter on systems and delta tee solutions. RTAR on Coil Flow Characteristics. RTAR on copper fitting flow factors.
- d) TC 7.05 – Smart Buildings (G. Strehlow): Fault detection top priority. Smart Grid in process. Wireless sensors fading.
- e) TC 7.07 – Testing & Balancing (Traylor reporting): RTAR on Kitchen Ventilation measurement methods
- f) TC 7.09 – Building Commissioning (J. Traylor): Jeff Traylor reported they are trying to set a standard set of commissioning qualifications for commissioning agents. Multiple agencies have certified firms. ASHRAE wants to be the best choice.
- g) TC 9.06 – Health Care Facilities (Wessel): Hospital Design Guide 189.2 in progress for 2 year update. Energy benchmark for healthcare.
- h) TC 9.08 – Large Building Air-Conditioning Applications (Traylor): Working on handbook. May add chapter.
- i) TC 9.10 – Laboratory Systems (Lawson): Research discussion on room pressurization.
- j) TC 9.12 – Tall Buildings (L. Werman): Activity will increase due to Chicago coming up.
- k) SSPC 62- Indoor Air Quality (Phil Trafton) No report
- l) SSPC 15 – Mechanical Refrigeration Safety (Duda): Active on revising Standard 15.
- m) TG2 – (McKew): Interested in update on the security chapter 58 and rewrite of Guideline 29
- n) TG7 – Under-Floor Air (H. Brickman): Book was published as a design guide. It requires rewritten.

IX. Old Business

- a) TC 9.01 Title, purpose and scope was discussed, K Gill wanted to review and submit revisions. Still in progress

X. New Business

- a) None added

XI. Adjournment

- a) Next Meeting: Tuesday, June 28, 2011 at 1:00 pm in Montreal, Canada
- b) Meeting adjourned at 3:30 PM. Moved by Jeff Traylor and seconded by Dennis Wessel.

XII. Attachments:

- A: Summary of Motions
- B: Summary of Action Items
- C: Section TC Chair's Breakfast Meeting Minutes

End of Minutes

Respectfully submitted by:

John Kuempel Jr, Secretary

ATTACHMENT "A"

SUMMARY OF MOTIONS:

Secretary's Note: All votes recorded herein are formatted as Aye-Nay-Abstain-Chair Not Voting-Absent.

Motion: Ken Gill
Second: Warren Hahn
Text: Approve the Albuquerque Meeting Minutes.
Vote: Motion Carried 14-0-0-1-1

Motion: Dennis Wessel
Second: Ken Gill
Text: Reaffirm Guideline 22
Vote: Motion Failed 8-0-7-1-1 (required 2/3 majority)

Motion: Dennis Wessel
Second: Phil Trafton
Text: Approve Final Report stemming from RP-1395
Vote: Motion Carried 14-0-0-1-1

Motion: Jeff Traylor
Second: Dennis Wessel
Text: Adjourn the meeting.
Vote: Motion Carried 9-0-0-1-6

ATTACHMENT "B"

SUMMARY OF ACTION ITEMS:

Responsible Party: Steve Duda

Action: Distribute Guideline 22 to Voting Membership for Action at next meeting

Due Date: one week

Responsible Party: Steve Duda

Action: Check to see if Phil Trafton plans to continue attending SSPC 62.

Due Date: No date specified

Responsible Party: Jeff Traylor/Handbook Revisers

Action: Complete 2012 Handbook revisions

Due Date: June 2011

ATTACHMENT “C”

TAC SECTION 9 TC CHAIR’S BREAKFAST NOTES

Following Pages . . .

AGENDA
SECTION TC/TG/TRG CHAIR'S BREAKFAST MEETING

2011 Winter Meeting
Las Vegas, NV

Sunday, January 30

6:30 A.M. – 8:00 A.M. EST

2nd Floor – North Hall – Las Vegas Convention Center

Section 1, N239 Room
Section 4, N224 Room
Section 7, N235 Room
Section 10, N218 Room

Section 2, N231 Room
Section 5, N230 Room
Section 8, N228 Room

Section 3, N225 Room
Section 6, N227 Room
Section 9, N213 Room

- I. CALL TO ORDER
- II. ROLL CALL AND INTRODUCTIONS (5 minutes)
- III. ADDITIONS AND/OR CHANGES TO THE AGENDA (5 minutes)
- IV. REVIEW MINUTES/NOTES, SPECIAL ASSIGNMENTS, ACTION ITEMS FROM LAST MEETING, AND NEW ISSUES (30 minutes).
New Assignments:
A. **To be determined**
- V. IDENTIFY SHARED OPPORTUNITIES AND CHALLENGES FOR SECTION (10 minutes).
Society Strategic Plan? Research Strategic Plan?, Handbook workshop recommendations?, etc.
- VI. REVIEW SECTION MBOs (10 minutes).
Discuss section and TC MBOs for this year and coming year and how the section can work together to address them or establish section and TC MBOs if not already done.
- VII. DISTRIBUTE WRITTEN INFORMATION AND REQUESTS FROM SOCIETY LIAISONS TO TC/TG/TRG CHAIRS (30 minutes).
Additional Announcements/Reminders:
 1. 2010-2011 Hightower Award Recipient – Gary Phetteplace, TC 6.2 & 6.8
 2. 11-12 Roster update process & TC input deadline
 3. TC/TG/TRG Chair's Training Workshop Reminder
 4. Location of Section Head Mailboxes at this Society meeting
 5. Upcoming Advanced Energy Design Guide (AEDG) Broad Peer Reviews
 6. Special effort to welcome new members, and visitors (potential members), particularly international members, to TC meetings
 7. Useful TC/TG/TRG Chair Information on ASHRAE website
 8. Status on Tech. Council Steering Committees (BIM, AEDGs, Bldg. Performance Metrics).
 9. CEC proposed or recently implemented technical program changes
 10. Report on TC/TG/TRG websites in Section (SHs need to report to TCs which sites are not up to date.)
 11. ASHRAE Google Groups/Sites tools for TCs/TGs and TRGs
 12. Send requests in for new "Help Wanted" section on technical committee page of ASHRAE website
 13. Option for TC Subcommittee Meetings via Conference Calls and Web Meetings
 14. Upcoming Program Submission Dates
 15. Upcoming Conferences/Workshops
 16. Border Entry/Exit Requirements for 2011 Annual Meeting in Montreal, Canada
- VIII. REMARKS FROM SOCIETY LIAISONS TO TC/TG/TRG CHAIRS
Liaison members from Research Administration, ASHRAE Program, Handbook, Standards, and other standing committees will have an opportunity to describe their committee activities that relate to the TC/TG/TRG functions, if time permits. Written announcements must be provided as a minimum by liaisons in order to have an opportunity to speak at this meeting.

ADJOURN

Announcements and Reminders for TC/TG/TRG Chairs Las Vegas 2011

1. 2010-2011 Hightower Award Recipient – Gary Phetteplace, TCs 6.2 & 6.8

Dr. Phetteplace is being honored by TC 6.8 for recently chairing an ad hoc committee to help resolve a difference of opinion in content to the geothermal chapter of the Applications Handbook for 2011. Gary supported TC 6.2 by completing a major restructure and edit of chapter 11 of the 2008 Systems & Equipment handbook. He was also named as a significant contributor to the 1996-2008 editions of the HVAC Systems Handbook. He is a great example of a TC member going the extra mile by attending numerous district energy conferences in order to stay current and brief the TC and by attending all TC 6.2 subcommittee meetings.

2. 10-11 Rosters update process and process for adding provisional CMs

Remember, the 2010-2011 Roster is in effect until after the June meeting this year. The new rosters for 2011-2012 will go into effect on July 1, 2011 based upon the update information that each TC or TG turns into their section head at this meeting by midnight, Tuesday, 2/1/11. Please see your section head for the 2011-2012 Roster Update form if you still need a copy.

By now, each TC chair should have received a PDF & MS-Excel file of their 2010-2011 roster from their Section Head for distribution to the TC. In addition, each member can view all of the rosters of their committees on the ASHRAE Website. Go to www.ashrae.org <<http://www.ashrae.org>> , click on the "Membership" tab in the header, click on "Manage Your Membership" text in the left sidebar, and log in (if you have not logged in lately, you might need to set up a new username and password). Click on the "Biographical Record System" link. Now, you should see your current "bio info". Click on "My Committees" on the left sidebar; all of the committees you are a member of will appear. Click on the "blue" roster text at the left hand side of a committee to reveal the roster with linked contact information. Make sure everyone on your committee also knows how to access the roster.

The Provisional Corresponding Member position was created for TC/TG/TRG rosters last year. This position allows potential new members to be added by staff to the committee roster any time a request for membership is made by an individual. The position has a 2-year term on the committee. Staff will notify the chair and reissue a new roster to the committee any time a provisional member is added. The TC/TG/TRG chair has the option each year during the regular roster update process to convert provisional CMs that have been active participants on the committee the past year into regular CMs or voting members or drop them.

3. TC/TG/TRG Chair's Training Workshop Reminder

Sunday, January 30th, 9:45-10:45a in the Las Vegas Hilton Hotel, Pavilion 6 Room (1st floor level). As with the Breakfast meeting, both the Chair and Vice-Chair are expected to attend; attendance will be tracked so that we can assess who has been trained. Bring questions - if you need an answer, it's quite likely others also need the same answer. This particular session will also include at the beginning a brief presentation and Q&A session with the chair of the Conferences & Exhibitions Committee (CEC) chair, Bill Dietrich, concerning the meeting technical program and recent or planned changes to it.

4. **Location of Section Head Mailboxes at this Society meeting & Free Wi-Fi Access**
Just outside ASHRAE Headquarters Office (Conference Rooms #1-3 – 1st floor – Las Vegas Hilton).

This Society meeting only we will also have free Wi-Fi access in all meeting rooms of the Las Vegas Convention Center that we will be using.

5. **Upcoming Advanced Energy Design Guide (AEDG) Broad Peer Reviews**
The following four reviews are planned between now and the annual meeting:

- February 14 through Feb 25
Energy Efficiency Guide for Existing Commercial Buildings: Technical Implementation – 60% Draft
- February 21 through March 4
50% Advanced Energy Design Guide for K-12 School Buildings – 60% Draft
- April 18 through April 29
Performance Measurement Protocols: Best Practices Guide – 60% Draft
- April 25 through May 6
50% Advanced Energy Design Guide for K-12 School Buildings – 90% Draft

All dates listed above are subject to slight adjustment. Please check the AEDG section of the ASHRAE website at the following link for the latest information:
<http://www.ashrae.org/technology/page/938>

6. **Welcome All Visitors to your TC meetings**

Potential new members for your committee have been encouraged to drop-by your meeting in Las Vegas. As a result, please make a special effort to recognize and warmly welcome all visitors to your meeting – A TC can never have too many willing and able volunteers.

7. **Useful TC/TG/TRG Chair Information and forms on ASHRAE website**

Information for TC/TG/TRG chairs can be found on the Technical Committee page of the ASHRAE website at the following link: <http://www.ashrae.org/technology/page/104>.

The Section Breakfast for TC/TG/TRG Chairs/Vice-Chairs is Sunday, January 30th, 6:30-8:00a in the North hall of the Las Vegas Convention Center (2nd floor); specific room assignments are listed in the "TC/SPC Meeting Schedule" for Las Vegas at <http://www.ashrae.org/events/page/1925>. Both the Chair and Vice-Chair are expected to attend. Please arrive early if you would like to have breakfast. An agenda will be distributed Saturday evening, January 29 (after TAC meets earlier that day). The meeting will include the opportunity to interact with liaisons from Society standing committees (Handbook, RAC, etc.) and in some cases Society leadership.

Please make sure that your Research Subcommittee Chair attends the Research Subcommittee breakfast on Monday, January 31st at 6:30 a.m.-8:00 a.m. in the Las Vegas

Hilton Hotel, Ballroom A (1st Floor level). A large portion of the meeting will be dedicated to training and interface time with your Research Liaison

8. Status on Tech. Council Steering Committees (BIM, AEDGs, Bldg. Performance Metrics)

A new heading entitled "Current Technical Focus of Society" has been added to the ASHRAE website "Technical Committee" page with links to information on the activities and plans of the new Tech. Council Steering Committees on Building Information Modeling (BIM), Advanced Energy Design Guides (AEDGs), Building Performance Metrics, and Building Safety and Security as well as ASHRAE Special Projects.

9. CEC proposed or recently implemented technical program changes

- Badge scanning is being implemented at this meeting for the first time to track continuing education credits for each attendee.
- Nearly all the sessions at this meeting qualify for New York State PDH credits. CEC hopes to do the same in the future for USGBC credits.
- All Society technical programs going forward will include the following two broad tracks in order to provide space for almost any high-quality TC program submitted:
 - HVAC&R Fundamentals & Applications
 - HVAC&R Systems & Equipment
- The eight tentative tracks for the 2012 Annual Meeting in San Antonio are as follows:
 - Alternate Technologies
 - Integrated Energy Systems
 - Indoor Environmental Applications
 - Building Modeling Applications
 - Specialized Applications –Archival Museum & Assembly Spaces
 - Refrigeration Applications
 - HVAC&R Systems & Equipment
 - HVAC&R Fundamentals & Applications
- CEC has offered to work with TC Program Chairs to help improve the quality of their abstracts prior to their formal submission to CEC in order to improve its chances for acceptance. Please encourage your Program Chair to stop by the Speaker's Lounge at any Society meeting to meet with CEC members for this purpose.

10. TC/TG/TRG Websites

Is your committee website up to date? If not, please ask your webmaster to at least post the latest minutes and Las Vegas meeting times and agenda. If your website has been neglected, add an action item for this meeting to appoint a responsible member of the TC/TG/TRG who will bring it back to life. This form of communication is critical to the efficient operation of your committee, and for attracting new members.

TAC and the Electronic Communications Committee (ECC) plan to stage a webinar this spring on how to set-up and maintain a basic TC website using the ASHRAE server and TC website template. Watch for future announcements concerning this webinar.

11. ASHRAE Google Groups/Sites tools for TCs/TGs and TRGs

Another tool that ECC is recommending that TC's use for their online collaboration space instead of a password protected "Members Only" folder on their TC website is Google

Groups/Sites. Among other benefits, all members of the Google Sites can post new information to the group site instead of just the TC webmaster.

TAC and the Electronic Communications Committee (ECC) staged two webinars this past fall on how to set-up and maintain a basic ASHRAE Google Group/Sites. A copy of the training presentation is posted on the Technical Committee page of the ASHRAE website at the following link under the heading Procedures, Forms and Information for TCs/TGs, and TRGs: <http://www.ashrae.org/technology/page/104>.

12. New "Help Wanted" section for TCs to be Added to ASHRAE Website

A new "Help Wanted" section will be added to the Technical Committee page of the ASHRAE website so that TCs can advertise requests for help. Requests could include calls for new members, a webmaster, reviewers and contributors for a handbook chapter or special publication, special expertise that resides outside the TC, equipment donors for a research project, etc. Requests should be for needs that need to be fulfilled within the next 6-12 months. Chapter Technology Transfer Committee (CTTC) will assist in this effort by making sure ASHRAE chapters are aware of this request list. Please pass on any requests for your TC to the Manager of Research and Technical Services, Mike Vaughn, at mvaughn@ashrae.org or MORTS@ashrae.net

13. Option for TC Subcommittee Meetings via Conference Calls and Web Meetings:

More and more TCs are taking advantage of a new Society service that allows TCs to hold subcommittee meetings by phone and/or web. Many TCs are finding this to be a more efficient way for them to conduct subcommittee business and it also allows TC members that can't travel to meetings on a regular basis a way to still contribute to the TC. Such a change can also eliminate potential conflicts with the TC's program sessions at Society meetings. Please pass your conference call/web meeting/webinar requests on to the Manager of Research and Technical Services, Mike Vaughn, at mvaughn@ashrae.org or MORTS@ashrae.net

14. Upcoming Program Dates

Montreal Meeting - June 25-29, 2011

- Theme: Net-Zero Buildings
- Montreal Seminar and Forum Sessions are due February 14, 2011
- Final Technical Papers & Full Conf. Papers are due March 7, 2011
- Conference Website with Track Grid: www.ashrae.org/montreal

Chicago Meeting - January 21-25, 2012

- Theme: The Impact of HVAC&R on our Daily Lives
- Full Technical Papers & Conf. Papers abstracts are due April, 18, 2011
- Chicago Seminar and Forum Proposal accepted starting June 3, 2011
- Conference Website: www.ashrae.org/chicago

San Antonio Meeting - June 23-28, 2012

- Theme: Program themes have been eliminated starting with this conference
- Full Technical Papers & Conf. Paper abstracts are due TBD
- San Antonio Seminar and Forum Proposals are due TBD
- Conference Website: TBD

15. Upcoming Forums, Workshops and Conferences

- Next –Generation, Low Global Warming Potential (GWP) Refrigerants Forum, this Tuesday, February 1, 2011, 8:00-9:30 am, Las Vegas Convention Center, Room N256
– This forum is not listed in the ASHRAE meeting program.
- Energy Modeling: Tools for Designing High Performance Buildings, April 4-6 2011, Atlanta, GA: <http://www.ashrae.org/energymodeling>
- 10th IEA Heat Pump Conference 2011, May 16-19 2011, Tokyo, Japan, www.hpc2011.org
- XIV European Conference, Part 2: Latest Technologies in Renewable Energy and Applications in Heating & Cooling, June 10-11, 2011, Milan, Italy - <http://www.EUenergycentre.org>
- ECOS 2011 (24th Intl Conference on Efficiency, Cost, Organization, Simulation & Environmental Impact of Energy Systems), July 4-7, 2011, Novi Sad, Serbia - <http://www.ecos2011.com>

16. Border Entry/Exit Requirements for 2011 Annual Meeting in Montreal, Canada

Entry/Exit requirements for Canada have changed since the 2006 Annual meeting in Quebec City, Canada. Please encourage all members for your TC/TG or TRG that may attend the next Society meeting to check now the latest entry/exit requirements for Canada using the following link and to make sure their passport or other entry paperwork is up-to-date with these new requirements:

http://www.travel.state.gov/travel/cis_pa_tw/cis/cis_1082.html#entry_requirements