



Shaping Tomorrow's
Built Environment Today.

MINUTES

Grassroots Government Advocacy Committee Conference Call
Tuesday, November 1, 2016

Note: These minutes were approved by the Grassroots Government Advocacy Committee on December 6, 2016.

TABLE OF CONTENTS

Grassroots Government Advocacy Committee Meeting

November 1, 2016

ATTENDANCE	1
CALL TO ORDER, WELCOME AND ROLL CALL	2
REVIEW OF AGENDA	2
APPROVAL OF MINUTES FROM AUGUST 30, 2016 MEETING	2
REVIEW OF MBOS (ATTACHMENT A)	2
SUBCOMMITTEE REPORTS	3
GGAC Executive Subcommittee	3
Active Outreach Subcommittee	3
Responsive Engagement Subcommittee	3
REPORTS FROM REGIONAL VICE CHAIRS	3
COMMUNICATIONS AND MARKETING REPORTS	5
OTHER BUSINESS	5
Winter Meeting	5
GGAC Training in Las Vegas	6
GGAC Website Redesign	6
Regulatory Review Process	6
Mr. Ames Departure	6
NEXT COMMITTEE MEETING	6
ADJOURN	6
ATTACHMENTS	7

MINUTES

GRASSROOTS GOVERNMENT ADVOCACY COMMITTEE CONFERENCE CALL

TUESDAY, NOVEMBER 1, 2016
9:00 AM – 11:00 AM EDT (USA)

ATTENDANCE

MEMBERS PRESENT: Tom Phoenix, Chair
Jim Wolf
Chad Moore
Bill McQuade
Dick Hayter
Randy Jones
David Underwood
Rich Vehlow
Ron Gagnon
Mike Witkowski
Sonya Pouncy
Chad Powell
Art Hallstrom
Dan Merkel
Jeff Hurd
Nate Boyd
Vorasen Leewattanakit
Maged Fouad Hashem
Vikram Murthy
Jaap Hogeling
Bill Klock

MEMBERS ABSENT: Isabelle Lavoie
Wane Baker
Eduardo Conghos
Jeff Vestal
Mike Mueller
Dave Palty
Sheila Hayter
Bjarne Olesen

STAFF PRESENT: Jim Scarborough
Mark Ames
Stephanie Reiniche
Lilas Pratt
Lauren Walters

CALL TO ORDER, WELCOME AND ROLL CALL

The meeting was called to order by Chair Tom Phoenix at 9:02 am EDT (US). After welcoming the members, Mr. Scarborough conducted a roll call. A quorum was present.

REVIEW OF AGENDA

The Agenda was accepted as written.

APPROVAL OF MINUTES FROM AUGUST 30, 2016 MEETING

MOTION: To approve the minutes as written.

Motion made by Mr. Hayter and seconded by Mr. Gagnon.

MOTION PASSED: 19-0-0 CNV

REVIEW OF MBOS (UPDATED ACTION ITEM LIST: Attachment A)

Mr. Phoenix went through the MBOs with the Chairs responsible for each.

MBO # 1 (Chapter Chair Training) – Mr. Wolf reported this is complete with perhaps a few minor changes.

MBO # 2 (Building EQ) – Mr. Moore reported that he, Mr. Boyd and Mr. Scarborough met by telephone a few weeks ago to discuss this MBO. Mr. Boyd reported that he is working with the City of Orlando on several aspects of this work.

MBO # 3 (Residential Codes and Construction) – Mr. McQuade reported that this Ad Hoc Committee has held two conference calls with another scheduled later this week. Current ASHRAE resources have been identified and members of the Residential Building Construction Committee have been invited to work with this Ad Hoc Committee.

MBO # 4 (Public Safety) – Mr. Moore reported that the Responsive Outreach Subcommittee met last week and is looking at resilient buildings and is compiling information about what ASHRAE currently has. This will be sent to the subcommittee and then a document will be created with this list of resources and can be distributed to GGAC Chapter Chairs.

MBO # 5 (Global Issues) – Mr. Wolf reported this work is underway and a report should be ready for completion by Las Vegas in January.

MBO # 6 (Formalize Reporting Process for PPPs) – Mr. Hayter reported this Ad Hoc Committee has met once by conference call. A preliminary document is being reviewed and the next call of this Ad Hoc will be held soon.

MBO # 7 (Subcommittee Titles and Assignments) – Mr. Wolf reported that work will be conducted on this in Las Vegas.

SUBCOMMITTEE REPORTS

The subcommittee chairs each gave a report. (**UPDATED MBOs: ATTACHMENT B**)

GGAC Executive Subcommittee

Chair Phoenix reported for the Executive Subcommittee. Much of the work will be reported under other subcommittees. Mr. McQuade did report on the work with STEM Scouts. Mr. Hayter asked if a URL could be sent out to everyone to view.

ACTION ITEM # 4: Mr. Scarborough will send out the URL to STEM Scouts to the full committee. DUE DATE: ASAP

Mr. Phoenix also reported on the planning for Day on the Hill. Several are in the works for various states. The one in Georgia will be staged at ASHRAE HQ and filmed so that a training video can be put on the GGAC website.

Active Outreach Subcommittee

Mr. Wolf reported on the Active Outreach Subcommittee. Mr. Ames has created a document on how to deal with administrative regulations and that is being viewed. A background document is also being created on refrigerants. Several other one page documents are being created.

Responsive Engagement Subcommittee

Mr. Wolf reported on the Responsive Engagement Subcommittee. There are four nominees for the GGAC Award. Mr. Hurd will chair the Review Committee and he will be assisted by Mr. Underwood and himself. He requested one or two more from the full Committee. Mr. Vehlow and Mr. Murthy volunteered.

Mr. Hallstrom reported on the Maps Project. He showed the Committee what has been created for Region VII and what could be created both for the rest of the US and for outside the US. Mr. Moore asked Chair Phoenix for his thoughts. He thought creating an Ad Hoc Committee within GGAC to look at our programs outside of the US would be a good idea. Mr. Underwood asked about the cost of implementing the maps. Mr. Scarborough and Ms. Walters reported they are still researching this.

Mr. Moore also reported that a GGAC-Canada call occurred last week and where it was noted that one of the concerns in Canada was that the Chairs in one Chapter did not have an idea about what was going on in other neighboring Chapters surrounding them. There is also now a GGAC-Canada Basecamp page. The group also decided to hold GGAC-Canada calls quarterly.

REPORTS FROM REGIONAL VICE CHAIRS

There were brief reports from the RVCs:

Region I (Mr. Vehlow). Mr. Vehlow noted that the Masters or Equivalent (MOE) issue may come up in New Jersey this year through legislation. He went to NJ on October 4 for a meeting. He is putting together some information on the MOE to leave with the Committee at the end of his term.

Region II (Mr. Gagnon). Mr. Gagnon reported that Building EQ is being translated into French to be used by Hydro Canada in Quebec. Ms. Pratt briefly outlined the work to move to an online portal for Building EQ.

Region III (Mr. Witkowski). Mr. Witkowski reported he is working with the Pennsylvania Codes Coalition and also on a local noise ordinance regarding HVAC systems. He is also monitoring the issue with MOE in NJ.

Region IV (Mr. Vestal). Mr. Vestal was not present today.

Region V (Ms. Pouncy). Ms. Pouncy reported she has several Chapter visits scheduled (Dayton and Indianapolis) in the next few months. The Detroit Chapter finally has a GGAC Chair.

Region VI (Mr. Powell). Mr. Powell reported he has established a bi-monthly conference call with his Chapter GGAC Chairs in addition to his Chapter visits. He asked if it is possible to get ASHRAE business cards. He also discussed HVAC Month in October, which was proclaimed by the Governor in Minnesota.

ACTION ITEM # 5: Compile the results of the various surveys for the Committee members to see and to create a Survey Monkey tool for future use. DUE DATE: ASAP

ACTION ITEM # 6: Mr. Scarborough and Ms. Walters will research if obtaining business cards for the Chapters is possible. DUE DATE: ASAP

Region VII (Mr. Hallstrom). Mr. Hallstrom reported that, in addition to the maps issue he raised earlier, several states in his Region use Standard 90.1 exclusively. The Region is looking at training opportunities associated with that.

Region VIII (Mr. Merkel). Mr. Merkel reported there will be a Day on the Hill in both Texas (February 21) and in Oklahoma. He asked if the Marketing Department could set up a text message alert for the Chapters/members involved in the Day on the Hill. Ms. Walters will check on that.

ACTION ITEM # 7: Ms. Walters will research if setting up text alert messaging for the Chapters is possible. DUE DATE: ASAP

Region IX (Mr. Mueller). Mr. Mueller was not present for the call.

Region X (Mr. Palty). Mr. Palty was not present for the call.

Region XI (Mr. Hurd). Mr. Hurd reported that there is a new GGAC-Canada Basecamp page that will be a great help in this Region. He also has several Chapters actively engaged with local government issues.

Region XII (Mr. Boyd). Mr. Boyd reported that, in addition to Building EQ work, he has been working with the City of Orlando on its BERDO project. He is seeking to coordinate a Day on the Hill in Tallahassee but no time frame has been developed. He also noted that ASHRAE Treasurer Sheila Hayter has recently been to South America and President Tim Wentz will be going to South America soon.

Region XIII (Mr. Leewattanakit). Mr. Leewattanakit noted this was the first GGAC meeting since the Super CRC. He was pleased that 41 persons attended the GGAC training in Bangkok.

Region at Large (Mr. Hashem). Mr. Hashem was having connectivity problems with today's call.

COMMUNICATIONS AND MARKETING REPORTS

Mr. Murthy provided the Communications Report. There will be some media tools/guides created for Region XIII and the Region at Large. He also plans to ask the GGAC Chairs to file their mid-year PAOE points after December 31 to get a sense of where each Chapter is in their work. He wants to create a brochure for South America similar to the ones that were created for Region XIII and Region at Large. He also reported that he is seeking to hold a Day on the Hill in Mumbai, which had been an idea that arose in the GGAC Executive Subcommittee.

Ms. Walters reported that she has posted the ASHRAE Logo policy for use in creating the Chapter business cards. She has also set up time with Krystin Gilstrap to video at the training in Las Vegas in January and at the Day on the Hill in Atlanta in February. The following activities have been completed are in progress:

- Posted ASHRAE Logo Policy on GGAC Basecamp in Marketing Files
- Canadian Basecamp – GGAC Canada brochure PDF uploaded
- Proof of Legionella video on Wednesday 11/2
- Created a suggested shot list for reference during the ATL “Day on the Hill” video
- Reserved time with Krystin for “Day on the Hill” video updates on Friday, Jan. 27 8-8:30am in Vegas
- Posting on GGAC Facebook 3-4 times per usual.

OTHER BUSINESS

There were several other items of business.

Winter Meeting

The full Committee meets on Saturday morning and the Subcommittees and the GGAC Training will be held on Friday. Subcommittees and training are on January 27 and the full Committee is January 28.

GGAC Training in Las Vegas

Mr. Wolf reported this training will be focused on Day on the Hill. He will be working with Washington staff on the outline for this training. All the members of this Committee are invited to attend and Chapter GGAC Chairs may attend. The RVCs should let Mr. Wolf and Mr. Scarborough know who is attending.

GGAC Website Redesign

Ms. Walters reported that the website redesign has been completed. She encouraged everyone to take a look at the redesigned site. Mr. Ames mentioned the “Grind Your Gears” section of the website and that a decision needs to be made about what happens when someone submits a comment. Chair Phoenix asked this to be added to the next GGAC Executive Subcommittee conference call next week.

Regulatory Review Process

Mr. Wolf had left the call so this item was deferred.

Mr. Ames Departure

Chair Phoenix thanked Mr. Ames on behalf of the full committee for his work over the past few years and wished him well as he leaves to go to his new job.

NEXT COMMITTEE MEETING

The next meeting is currently scheduled for Las Vegas in late January. Chair Phoenix asked if another call is needed prior to that. Mr. Hayter suggested scheduling one in December and then canceling it if it is not needed. It was decided to schedule the call for December 6. Mr. Scarborough will send out a calendar invite.

ADJOURN

MOTION: To adjourn the meeting.

Motion made by Mr. Gagnon and seconded by Mr. Hallstrom.

MOTION PASSED: UNANIMOUSLY

The meeting was adjourned at 10:57 am EDT (US).

Respectfully submitted,



Jim Scarborough, Staff Liaison

ATTACHMENTS

ATTACHMENT A: UPDATED ACTION ITEM LIST

ATTACHMENT B: UPDATED MBO LIST