Residential Building Committee
Atlanta Winter Meeting
Monday January 14, 2019

Attendance

15 Voting Members: Quorum = 8

<table>
<thead>
<tr>
<th>Voting Members</th>
<th>1/14/2019</th>
<th>Staff:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Theresa Weston – Chair (2019)</td>
<td>X</td>
<td>Jim Scarborough</td>
</tr>
<tr>
<td>Paul Francisco – Vice-Chair (2019)</td>
<td>X</td>
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<tr>
<td>Pankaj Dharker (2020)</td>
<td>N/A</td>
<td>Ex-Officio Members:</td>
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<tr>
<td>Pat Graef (2020)</td>
<td>X</td>
<td>Van Baxter – Board Ex-O</td>
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<tr>
<td>Glenn Hourahan (2021)</td>
<td>X</td>
<td>Mick Schwedler - CO</td>
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<td>Jeff Inks (2019)</td>
<td>X</td>
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<tr>
<td>Dan Int-Hout (2020)</td>
<td>X</td>
<td></td>
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<tr>
<td>John Jones (2021)</td>
<td>X</td>
<td>Sean Denniston</td>
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<tr>
<td>Leslie Jonsson (2021)</td>
<td>Resigned</td>
<td>Andy Ask</td>
</tr>
<tr>
<td>Richard Karg (2020)</td>
<td>X</td>
<td>Andrew Koppi</td>
</tr>
<tr>
<td>Neil Leslie (2019)</td>
<td>X</td>
<td>Diane Fisla</td>
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<tr>
<td>Chris Mathis (2019)</td>
<td>X</td>
<td>Auralee MacPherson</td>
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<tr>
<td>David Weishuhn (2019)</td>
<td>X</td>
<td>Simon Pallin</td>
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<tr>
<td>Eric Werling (2021)</td>
<td>N/A</td>
<td>Dave Palty</td>
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<tr>
<td>Jon Winkler (2021)</td>
<td>X</td>
<td>Max Sherman</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Li Song</td>
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<td>Liaisons:</td>
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<td>Sam Taylor</td>
<td></td>
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<tr>
<td>Bill McQuade (GGAC)</td>
<td>X</td>
<td>David Treleven</td>
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<tr>
<td>Lilas Pratt (Staff Liaison)</td>
<td>X</td>
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</table>

Principal Motions

**Motion #1:** Chris moved and Rick seconded that the minutes from Sept 10 be approved  
**Vote:** Motion passed 10-0-0, CNV

**Motion #2:** Chris Mathis moved and Rick Karg seconded that RBC accept and recommend that Tech Council recommend that the BOD approve changes to the ROB as noted.

**Motion #3:** David Weishuhn moved and Chris Mathis seconded that RBC approve draft response to ExCom with editorial changes as shown on a proposed Resilient Residential Design Guide.  
**Vote:** Motion passed 11-0-0, CNV

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1 All motion votes are listed as yes-no-abstain.
New and Open Action Items

<table>
<thead>
<tr>
<th>Date</th>
<th>Name(s)</th>
<th>Description</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 30, 2017 Las Vegas Winter Meeting</td>
<td>Jeff Inks</td>
<td>Lead a task group to write the Reference Manual for RBC (significant process made to date)</td>
<td>Ongoing</td>
</tr>
<tr>
<td>January 14, 2019 Atlanta Winter Meeting</td>
<td>Pat Graef &amp; Dan Int-Hout</td>
<td>Develop a marketing publications plan for the MF Guide to be reviewed by RBC at the spring committee webinar.</td>
<td>New</td>
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<tr>
<td></td>
<td>Theresa Weston, Paul Francisco, Lilas Pratt, &amp; Van Baxter</td>
<td>Look at how to improve continuity of leadership in RBC</td>
<td>New</td>
</tr>
</tbody>
</table>

MEETING NOTES

1. Call to Order (Weston) – Meeting convened at 8:35am EST, quorum was established

2. Review of Agenda
   • No changes were made to the agenda.

3. Approval of minutes
   • September 10, 2018 Web Meeting (File: 09-10-18 RBC WebMtgMinutes.pdf)

   **Motion #1:** Chris Mathis moved and Rick Karg seconded that the minutes from the September 10, 2019 web meeting approved as presented.
   **Vote:** Motion passed 10-0-0, CNV

4. Coordinating Officer Report
   • Mick Schwedler addressed the committee on several items:
     □ A new standing committee is a standard process to make sure that all newly formed committees are meeting their charter and benefiting the members and Society.
     □ All committees are being asked to review how to do their work more productively and cost effectively due to the deficit budget situation for the next few FYs. The committees are also asked to look at how ASHRAE can keep investing in the priorities of the Society.
     □ A new strategic plan will be voted on at the June meeting. Wellness, resiliency, and member benefit are all stressed in the plan. The strategic plan and the committee review document will be posted on the RBC Basecamp site in the General Information folder.
     (Secretary’s note: both items posted on January 23, 2019.)

   • Van Baxter presented the ExO report presentation to the committee as shown in Attachment A.
He reminded everyone about the ASHRAE code of ethics and requested that members rolling off the committee let him know how and where they would like to serve next.

6. Liaison Reports
   a. GAC
      • Bill McQuade reported that GAC has been gaining a lot of momentum and doing a lot of Government Outreach Days (formerly DOTH). There will be 25 visits in 2019 where local chapters visit their local legislators/regulators, educate them about ASHRAE, and promote ASHRAE products/standards.
      • The committee should communicate to GAC any items or information that they feels should be promoted during these visits.
      • Chris Mathis noted that this is a critical year due to ICC code hearings.
      • Current “hot” issues include resiliency in the built environment and the transition to low-GWP refrigerants.

   b. 1821-RP Multi-family Design Guide (Attachment B)
      • Pat Graef reported that the PMS voted 3-0-0-2, CV to accept the document for publications pending some agreed to changes, including:
        □ Removal of all commercialization
        □ Addition of missing table caption
        □ Resolution of noted styled issues
        □ Verification of a calculation
        □ Inclusion of dual units.
      • The full RBC committee needs to approve the document for publication by mid-February in order for it be available by Kansas City.
      • Sean Denniston reviewed the final document via presentation slides as shown in Attachment B. Items noted during the discussion include:
        □ The scope was purposely left a little fuzzy as this is educational guidance rather than a standard.
        □ Sean Denniston will propose a seminar on the document for Kansas City.
        □ Publications has an information request for marketing as part of their process.
        □ Upon publication there will be outreach to stakeholders and news releases.
      • A letter ballot will be sent out to the committee with a copy of the draft with a deadline for approval by the end of January.
      (Secretary’s note: The letter ballot was sent out on January 23, the letter ballot closed on January 30, a recirculation ballot closed on February 7. Draft was approved.)

   c. Standard 90.2
      • Theresa Weston reported that Standard 90.2-2018 has been published. The committee will now move into continuing maintenance and will make appropriate adjustments to the roster and meeting times as needed.

   d. Building Conference Series
      • Theresa Weston reported that planning for the next conference is going very well. Abstracts were reviewed at this conference. Roughly 200 abstracts were whittled down to 100.
The next conference is planned for December 2019 in Clearwater, Fl.

e. Staff Report
   - Lilas Pratt had nothing to report at this time.

7. Old Business
   - Review of current Action Items

8. New Business
   a. Proposed changes to Rules of the Board (ROB) (Attachment C)
      - Theresa Weston and Paul Francisco presented proposed ROB changes on RBC membership requirements to the committee. These changes would create a larger pool of potential candidates and better match committee qualifications with the needs of the committee. The proposed changes are shown in Attachment C.

Motion #2: Chris Mathis moved and Rick Karg seconded that RBC accept and recommend that Tech Council recommend that the BOD approve changes to the ROB as noted.

Discussion:
   - Paul Francisco noted that requiring an architect was requested by Dennis Knight, but it was felt that requirement would be too restrictive and that expertise would be covered under other requirements.
   - This proposal could include Members at large as needed in order to make it clear that the number of members is not specifically tied to the number of listed requirements.
   - Max Sherman noted that a Members Council representative was originally included in order to have grass roots representations and that an officer requirement was included to bring gravitas to the committee.
   - Sherman also noted that technical committee representative was original set up to be a chair/officer so that they understood how the system worked. However, not all chairs are involved in residential, while many of the voting members are.
   - Friendly amendment changes based on the discussion are reflected in proposed changes.

Vote: Motion passed 11-0-0, CNV

b. Suggested changes to RBC Subcommittee structure
   - It was suggested that information on RBC's subcommittee structure be moved from the MOP to the Reference Manual.
   - Additional discussion concluded that the number of subcommittees should be reduced from five to three so that committee members can serve on only one subcommittee at a time.
   - There seems to be crossover between Programs, Conferences, and Publications.
   - Another suggestion was to combine Technical and Publications as Technical Activities.
   - There was discussion on whether or not Stakeholders should be a stand-alone subcommittee or if this created a silo for stakeholders activities. One way to combat the silo issue would be to require the other subcommittee chairs to attend the Stakeholders subcommittee meeting.
   - More discussion will be needed to finalize the subcommittee set up for SY19-20.
c. Request from & Proposed Response to ExCom on Resilient Residential Design Guide (Attachment D)
   • As per an action item from Houston, a response was drafted to ExCom’s request for RBC to explore the need for a resilient residential design guide. That proposed response is shown in Attachment D.

Motion #3: David Weishuhn moved and Chris Mathis seconded that RBC approve draft response to ExCom with editorial changes as shown on a proposed Resilient Residential Design Guide. Discussion: The committee agreed that the first sentence should be more forceful as taken care of by the editorial change. Vote: Motion passed 11-0-0, CNV

9. Subcommittees (Review of MBOs)
   a. Stakeholders Subcommittee
      • John Johns submitted a report on the subcommittee’s meeting discussions as shown in Attachment E.
      • Applicable MBO’s for this committee include:
        - MBO #2 – Stakeholder Outreach
        - MBO #2.1 – Stakeholders List – Contacts & champions
        - MBO #2.2 & 2.3 – Plan of Action to Engage Stakeholders
   b. Publications Subcommittee
      • Dan Int-Hout reported that the Publications subcommittee meeting was devoted to a discussion of the final draft of the Multifamily design guide.
      • Applicable MBO’s for this subcommittee include:
        - MBO #4.3 – Handbook Index for Residential content
        - MBO #6 – Training
   c. Technical Subcommittee
      • Pat Graef submitted a report on the subcommittee’s meeting discussions as shown in Attachment E.
      • Applicable MBO’s for this committee include:
        - MBO #3.1 – Fact Sheets (6/25/18 Al-2)
        - MBO #4.1 and #4.2 – Gap Analysis
        - MBO #5 – Research
   d. Programs Subcommittee
      • Neil Leslie reported that Conferences and Expositions Committee (CEC) has proposed a residential mini-track for the AHR expo in Orlando in January 2020.
      • RBC agrees that this is a great idea and will work with CEC to identify find programs for the mini-track
   e. Conferences Subcommittee (including RBC web page upkeep)
      • Rick Karg submitted a report on the subcommittee’s meeting discussions as shown in Attachment E.

10. Next Meeting(s)
    • Interim Subcommittee meetings – Stakeholders are planning to meet once per month.
- Interim Full Committee meeting – There will be one or two full committee web meetings between now and Kansas City.

11. Adjourn – Meeting adjourned at 11:30pm EST
Residential Building Committee  
Roster & Subcommittees

2018-19 Committee (Members Appointed)

Voting Members: Theresa A Weston (Chair), Paul Francisco (Vice chair), Pankaj R. Dharkar, Patricia Graef, Glenn Hourahan, Jeff Inks, Dan Int-Hout, John Jones, Leslie Jonsson, Richard Karg, Neil Leslie, Chris Mathis, David Weishuhn, Eric Werling, Jon Winkler

Non-Voting Members: Van Baxter (BOD Ex-Officio), TBD (Coordinating Officer)

2018-2019 Subcommittees:
- Technical: Graef (Chair), Mathis, Hourahan, Winkler
- Publications: Int-Hout (Chair), Mathis, Dharkar
- Stakeholders: Jones (Chair), Hourahan, Inks, Werling
- Conferences: Karg (Chair), Dharkar, Werling, Weishuhn
- Programs: Leslie (Chair), Inks, Winkler, Weishuhn

Residential Building Committee  
2018-19 MBOs

<table>
<thead>
<tr>
<th>Item</th>
<th>MBO</th>
<th>Status</th>
<th>Due Date</th>
<th>Assigned To</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>RBC Membership Requirements</td>
<td></td>
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</tr>
<tr>
<td>1.1</td>
<td>Review existing membership requirements in the ROB and identify</td>
<td>Done</td>
<td>11/1/2018</td>
<td>Weston, Francisco</td>
<td>Proposed changes on agenda for committee consideration in Atlanta.</td>
</tr>
<tr>
<td></td>
<td>changes needed to get the representation needed on the RBC.</td>
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<tr>
<td>1.2</td>
<td>Provide proposed changes for consideration by SRC (ROB changes)</td>
<td>New</td>
<td>11/30/2018</td>
<td>Weston, Francisco</td>
<td>Proposed changes on agenda for committee consideration in Atlanta.</td>
</tr>
<tr>
<td></td>
<td>and Tech Council OPS Subc (MOP changes).</td>
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<td>2</td>
<td>Outreach to stakeholders</td>
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<tr>
<td>2.1</td>
<td>Identify contacts and assign committee champions for top dozen</td>
<td>New</td>
<td>9/1/2018</td>
<td>Stakeholders SubC</td>
<td>Date Adjusted.</td>
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<tr>
<td></td>
<td>organizations on June 2018 stakeholder list.</td>
<td></td>
<td>10/30/2018</td>
<td></td>
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<tr>
<td>2.2</td>
<td>Initiate contact through champions using conversational script</td>
<td>New</td>
<td>12/1/2018</td>
<td>Stakeholders SubC</td>
<td>Committee needs to try to maintain this date.</td>
</tr>
<tr>
<td></td>
<td>developed by Stakeholders subcommittee</td>
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<tr>
<td>2.3</td>
<td>Identify contacts and propose interaction with existing building</td>
<td>New</td>
<td>3/1/2019</td>
<td>Stakeholders SubC</td>
<td>Was added to get Stakeholders SubC to take another look at existing</td>
</tr>
<tr>
<td></td>
<td>focused stake-holders</td>
<td></td>
<td></td>
<td></td>
<td>buildings space.</td>
</tr>
<tr>
<td>Item</td>
<td>MBO</td>
<td>Status</td>
<td>Due Date</td>
<td>Assigned To</td>
<td>Comments</td>
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<tr>
<td>3. Promotion of ASHRAE Residential Publications</td>
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<tr>
<td>3.1</td>
<td>Create one-page fact sheets for high priority residential publications identified by GAC.</td>
<td>Done</td>
<td>10/1/2018</td>
<td>Technical SubC</td>
<td>Requested fact sheets have been sent to GAC. Will be an on-going staff activity as new requests come in.</td>
</tr>
<tr>
<td>3.2</td>
<td>Work with GAC to promote ASHRAE standards and publications for residential buildings.</td>
<td>New</td>
<td>6/30/2019</td>
<td>ALL</td>
<td>On-going.</td>
</tr>
<tr>
<td>4. Gap Analysis</td>
<td></td>
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<tr>
<td>4.1</td>
<td>Review existing ASHRAE publications and other resources to identify gaps in coverage of residential buildings, with emphasis on multi-family residential buildings.</td>
<td>New</td>
<td>12/1/2018</td>
<td>Technical/Publications SubC</td>
<td>Some work had previously been done by Publications – need to see where they ended up. May want to identify a person to lead this effort.</td>
</tr>
<tr>
<td>4.2</td>
<td>Work with appropriate committees to propose additions or changes to cover gaps.</td>
<td>New</td>
<td>6/30/2019</td>
<td>ALL</td>
<td>Ties to 4.1.</td>
</tr>
<tr>
<td>4.3</td>
<td>Work with Handbook Committee and TCs to create a residential index for Handbook.</td>
<td>New</td>
<td>2/1/2019</td>
<td>Publications SubC</td>
<td>Need to finalize the scope on exactly what is needed? And is there a market for this?</td>
</tr>
<tr>
<td>5. Research</td>
<td></td>
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<tr>
<td>5.1</td>
<td>Work with RAC to develop a process to identify, review, and monitor residential themed research projects.</td>
<td>New</td>
<td>6/30/2019</td>
<td>Technical SubC</td>
<td>Modeled after EHC role in pertinent RTARs.</td>
</tr>
<tr>
<td>5.2</td>
<td>Identify needed research based on outreach to stakeholders and work with pertinent TCs to generate RTARs and/or Work Statements</td>
<td>New</td>
<td>12/30/2018</td>
<td>Technical SubC</td>
<td></td>
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<tr>
<td>6. Training</td>
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<tr>
<td>6</td>
<td>Identify needed training topics through outreach to ASHRAE membership and outside stakeholders.</td>
<td>New</td>
<td>7/1/2018</td>
<td>Publications SubC</td>
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Attachment A – January 2019 ExO Presentation

ASHRAE UPDATE
ExO Report to Committees
2019 ASHRAE Winter Conference Atlanta

ASHRAE Wants You!
- Nominations for RBC members (and other appointed standing committees) are sought annually.
- Speak with your committee ExO if your appointment term is ending and you wish to be nominated for another Committee - Beginning July 1, 2019.
- Self-nomination is also encouraged.
- Nominations are due by February 15, 2019.
- Please email your noms.
- Need your suggestions.
- Councils are elected by the Board of Directors, but nominations are needed.

Presidential Ad Hocs
- Standards Membership Model Ad Hoc
  - Three new membership models under consideration
  - Final recommendation to go before the RCO – During 2019 Annual Conference
  - New model placed – 2020-21 (Projected)
- Smart Grid Design Guide Ad Hoc
  - Oversee the development and publication of a Smart Grid Application Guide that will provide building owners, managers, and designers the guidance they need to understand the smart grid and applicable standards and regulations, and to design and operate systems in this new smart grid environment. The guide will focus on the concrete steps needed to prepare a building for the smart grid.
  - Chair: Steve Bulley

Proposed ASHRAE Bylaws Changes on Spring Ballot
- Nominations may be made in writing by not fewer than one percent of ASHRAE members eligible to vote. The minimum number of members required shall be based on the membership roster of the first day of the Society year. No more than 10% of the minimum number of signatures required shall be from one chapter and no more than 30% of the minimum number of signatures shall be from one region.
- One year of credit maximum for ASHRAE Certified Professional credentials.

ASHRAE Nominations
ASHRAE website links are always active for member nominations to Board-elected Standing Committees and Councils. Nominations are due by February 15, 2019.

ASHRAE’s Commercialism Policy
ASHRAE Commercialism. Policy is for Society activities. No dual membership of technical achievement with achievement in business degrades professional practice. Activities must be consistent with associated business functions and should be defined and communicated to all staff in an appropriate manner.

Principles for Managing Advertising and Sponsorships
- All media plans and contracts to support ASHRAE’s mission involve commercialism. Advertising is under the oversight of the marketing program. Advertising and sponsorship activities must be consistent with ASHRAE’s mission.
- Principles for managing advertising and sponsorship activities:
  - Each media plan and contract should address the relationship of the commercialism activity to ASHRAE’s mission.
  - Sponsorship and advertising campaigns should support ASHRAE’s mission.

For more information:
ashrae.org/boards/commercialism/ashrae-commercialism
ashrae.org/boardroom
ashrae.org/communications
ashrae.org/standards
ASHRAE HQ Update

ASHRAE has purchased a building at 330 Technology Park, approximately 10 miles north of our current location. The building will be renovated to serve as ASHRAE's new headquarters. We are excited to demonstrate leadership in our industry by transforming an existing building into a state-of-the-art built environment.

- ASHRAE is now in the beginning stages of a major capital campaign to fund these renovations.
- Move by October 2020

[Link: ashr ae.org/newhq]

Expanded Government Outreach Days

- "Days on the Hill" rebranded to "Government Outreach Days" to make more relevant for different types of government officials and regions of the world.
- Expanded to Federal Outreach and Local Outreach
- All ASHRAE Members are invited to participate – Get involved!
- Meetings with Government Officials are growing:
  - SY 2016-17: 8
  - SY 2017-18: 15
  - SY 2018-19: 24 (anticipated)

New and Enhanced Resources

- Building EQ Web Portal – December 2017
- Redesigned Website (www.ashrae.org) – January 2018
- ASHRAE 365 user forum app – May 2018
- Handbook PDF: Now in Technology Portal – June 2018
- New Online Comments Database – September 2018
- HVAC Designer and Rosen Launch – June 2018

2019-2024 Strategic Plan

Timeline

- November 2017 – December 2017: Select Strategic Plan consultants & negotiate contract (Complete – Knowledge Sharing)
- January 2018: Consultant presentation to Board of ASHRAE Winter Meeting (Complete)
- March 2018: Board strategies planning session (Complete)
- June 2018: Board review and approval of draft of strategic plan (Complete)
- December 2018 – March 2019: Solicit and receive feedback on revised draft of Strategic Plan – Developing outline for development of budget and financial plan
- April/May 2019: Work Plan Planning Session with Responsible Committees & Councils
- May 2019: Board approves final Strategic Plan 2019-2024 at Spring 2019 Board Meeting
- July 2019 – June 2024: Plan is implemented, tracked, and updated as necessary with status reported to Board

Certified HVAC Designer (CHD) Certification

- Industry Need & Demand
  - In a "Industry Need Survey", ASHRAE Member respondents agreed:
    - "The lack of competent HVAC Designers seems glaring" – 95%
    - "HVAC Designer certification is a worthwhile professional development goal" – 95%
    - "It is a tool to identify competent HVAC Designers" – 94%

- Next Steps
  - CHD Candidate Guidebook Available – February 1
  - CHD Application Launch – March 1
  - CHD Practice Exam Launch – May 1
  - Computer based Testing Worldwide – June 1

Recent Publications

- ASHRAE Guides and Standards
  - ASHRAE Guide 139-2017: Design and Installation of Counterflow Air Source Heat Pump Systems
Upcoming Publications

- Design Guide for Multifamily Residential Buildings (Spring 2018)
- Data Center Energize 2019: Designing High Performance Data Centers (Spring 2019)
- Design Considerations for Exterior Equipment Enclosures, 3rd Edition (December 2019)
- High Performance: Line (Concentric) Bootstocks (Summer 2018)
- Solar Grid Application Guide for Solar Operators (Summer 2019)
- Design Guide for data Systems (Fall 2018)
- Design Guide for Chilled Water Systems (Fall 2018)

Upcoming ASHRAE Learning Institute Courses

- Safety and Energy Efficient Laboratory Exhaust Stacks
- Guideline 36: Control Strategies
- The New IgCC®
- Improved Presentation Skills
- Installing DDC Control Systems
- Cold Climate Design Guide
- Hot Climate Design Guide

New ASHRAE Learning Institute Courses

- Designing the Right Energy Cycle for Your Project (Fall 2016)
- Heating, Ventilation, and Air Conditioning (HVAC) Systems Analysis and Design
- Guide to Estimating for the HVAC Systems Analysis and Design
- ASHRAE 90.1-2016 Delegated Energy Performance
- Introduction to Refrigeration Systems
- Refrigeration Systems
- Refrigeration System Selection
- Designing for ISO 568 and the Requirements of Standard 131 (ASHRAE)
- Standard 601-2016 Field Assembly of HVAC Systems (SAC3-2016)
- Standard 601-2016 Field Assembly of HVAC Systems (SAC3-2016)
- Standard 55-2017IAA HVAC Delegated Design and Performance (ASHRAE)
- Standard 55-2017IAA HVAC Delegated Design and Performance (ASHRAE)
- Standard 55-2017IAA HVAC Delegated Design and Performance (ASHRAE)

See You There!

- ACIRE India 2019
  February 8-9, 2019 – New Delhi, India
- 2019 China Refrigeration Expo
  April 10-12, 2019 – Shanghai, China
- 2019 ASHRAE Annual Conference
  June 24-28, 2019 – Kansas City, MO
- International Congress of Refrigeration 2019
  September 9-13, 2019 – Montreal, Quebec, Canada
- Buildings 14
  December 9-13, 2019 – Clearwater, FL

Publishing/Education Strategies to Improve Content Access

- Enhance reader access to online delivery
  - Technology Portal for ASHRAE Journal Research Reports, Conference Papers
  - technology portal to facilitate CDIs
  - Bill Bernthal joins the ASHRAE board with the 2019 annual report

- Enhanced content in electronic formats
  - Free Online Report to Science & Technology for the Built Environment (STBE) journal

- Use of high technology tools to optimize reading time

- Content training and virtual publication applying the best tools
  - Trackable delivery of Handbooks to more countries

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1821-TRP – ASHRAE Multifamily Design Guide

ASHRAE Multifamily Design Guide

“A best practices design guide that can be used by stakeholders designing, operating, and/or owning low-to-mid-rise multifamily buildings.”

Project Team

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Proposed changes to the ROB for Residential Buildings Committee (RBC) membership composition requirements as shown in strike-through (delete) and underline (add)

2.423 RESIDENTIAL BUILDINGS COMMITTEE

2.423.001 SCOPE AND PURPOSE

This committee shall be responsible for identifying major residential trends impacting the practice of HVAC&R, informing the ASHRAE leadership and membership of these trends and their potential impacts, and making recommendations on new activities and policies in response to these trends. In addition, this committee shall serve as a resource to the Society on activities and issues that relate to residential impacts of building technologies including but not limited to ventilation, and thermal organizations that focus on residential buildings. The committee will be responsible for implementation of the residential aspects of the Strategic Plan.

2.423.002 MEMBERSHIP

2.423.002.1 Composition

The members of this committee are as follows:

A. Maximum of fifteen (15) voting members, including a chair and a vice chair;

B. Voting members shall include:
   1. One past member of Standards Committee
   2. One past member of Research Administration Committee
   3. One past member of Members Council
   4. One past member of Environmental Health Committee
   5. One representative of the home/multi-family building/remodeling industry or other residential industry segments builder or someone representing the home building industry
   6. Two current or past chairs or other committee officers of a technical committee or standards project committee involved in residential issues
   7. One member from outside the U.S. and Canada
   8. Two representatives of at least one major residential stakeholder organizations such as or government agencies (as noted on RBC Stakeholder list available from staff liaison)
   9. One past Society officer
   10. Members At-Large as needed

C. Non-voting members include a Board ex-officio member and coordinating officer.

2.423.002.2 Qualifications

   A. The chair and vice chair shall hold the grade of Member or higher in the Society.
   B. The majority of the voting members of the committee must be ASHRAE members of Associate Grade or higher.

2.423.002.3 Term of Service

The term of service for voting members is intended to be three (3) years, subject to ROB 3.300 Election and Appointment Procedures.

2.423.003 OPERATION

2.423.003.1 General Requirements
This committee shall maintain a long-range plan for ASHRAE’s role in the “Buildings” conferences (sponsored by BETEC and ASHRAE) and submit this plan to Technology Council at the Annual Meeting.

2.423.003.2 Transportation Expenses
Transportation costs to bring members of other societies/groups with needed expertise to meet with this committee may be paid if approved by the chair of Technology Council.

2.423.004 STRATEGIC PLAN
This committee shall develop procedures for recommending updates to the strategic plan on a continuous basis. As a minimum the committee shall submit a report to the council prior to the Annual Meeting that includes the current status of each activity which supports the fulfillment of the committee’s assignments under the strategic plan. The committee shall report to the council all recommendations for changes to the strategic plan as provided by the committee’s constituents prior to the Annual Meeting.
Original Request from ExCom:

From: Ginger Scoggins  
Sent: Monday, November 6, 2017 11:50 AM  
To: Chris Mathis  
Cc: WESTON, THERESA A; Reiniche, Stephanie; Schwedler, Mick  
Subject: Resilient Home Design Guide

Good morning, Chris

At the BOD and Excom meetings this week, we discussed the need for guidance from ASHRAE for construction of resilient homes due to the recent escalation of natural disasters.

It was agreed that this would be forwarded to the Residential Building Committee for investigation of the possibility of creating a Resilient Residential Design Guide.

Just for information, a recent example of a home that was built for hurricane resistance is summarized in the link below: [https://inhabitat.com/hurricane-resistant-sure-house-wins-the-2015-solar-decathlon/](https://inhabitat.com/hurricane-resistant-sure-house-wins-the-2015-solar-decathlon/). This is one example, although the thought is not to limit the guide to hurricanes since there are other disasters occurring such as forest fires.

Please discuss this within your committee and let us know your response to this request.

Thank you,

Ginger Scoggins

Proposed response to ExCom:

RBC believes that it is appropriate to conduct a larger assessment across the spectrum of ASHRAE guidance and standards prior to initiating a design guide. The committee notes that any assessment would require a larger group than just the RBC and this assessment may already be underway with the Technology Council appointed Resiliency Ad-hoc committee. There are other organizations/stakeholders that would likely want to participate in any efforts for a design guide as well as an assessment of need.

RBC notes several key questions that ASHRAE may wish to focus on.

- What is ASHRAE’s policy and expertise around resiliency?
- What ASHRAE guidance/standards are related to resiliency and how can they be improved and by whom?
- What educations resources should ASHRAE create for resiliency and how should that be accomplished/distributed and by whom?
- What to do in regards to ASHRAE membership and preparing timely response to resilient events?
What role can ASHRAE play in science/research in regards to addressing these issues (i.e. resiliency and energy efficiency)?

RBC recommends that efforts to develop a scope, proposed approach and cost estimates for a design guide should include identifying:

- Appropriate stakeholders
- ASHRAE relationship with those stakeholders
- TC’s involved in resilient conditions
- ASHRAE’s role in resilient issues
1. The Subcommittee discussed the latest stakeholder list and outreach questionnaire and agreed that the Stakeholder list was lacking important sectors and the list needed to be updated to reprioritize and rank the listed organizations.

2. The Subcommittee also determined that the existing outreach questionnaire needed to be reworked to obtain usable data and that a preamble was needed to engage the potential stakeholder.

3. Once the questions and the list are completed and agreed to by the RBC, assignments will be made to the full RBC for outreach using these resources. Updating the resources is scheduled to be completed by March 1st.

4. A 1-day Stakeholder Summit was suggested by two subcommittee members as a way of engaging stakeholders. The intent would be to structure the event to allow participants to share new items of interest to the group and to advise on research needs where they need help. This would allow ASHRAE to identify opportunities and partners to collaborate with.

5. The recommendation is for a 1-day event including continental breakfast, lunch, and networking session that would be held in Washington, D.C. since a large number of potential stakeholders have offices there.

6. If approved by the full RBC guidance from ASHRAE staff will be sought on how to proceed with this request.

1. The Technical Subcommittee reviewed a conceptual work plan for a gap analysis of residential content within ASHRAE standards, publications, and resources. The plan included priorities, targeted outcomes, and examples. The targeted outcomes include:
   - Improvement of existing ASHRAE standards, and guidelines through change proposals
   - Identification of opportunities for new standards and guidelines.
   - Updated Residential Content in ASHRAE Handbooks
   - Identification and prioritization of needed research areas and opportunities
   - Development of residential themed tools web based bibliographies of existing resources with links and summaries, on-line apps for targeted users
Recommendations for possible new publications included reference guide books and a standalone residential handbook.

2. Technical Subcommittee had previously reached out to the Manager of Research and Technical Services (MORTS) and the Technical Subcommittee chairs (via TC chair breakfast) in regards to RBC support of residential themed research. RBC will now receive information on residential themed research projects that will allow them to provide feedback to RAC on those projects and the committee’s support has been offered to the TCs for future and current research projects.

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**RBC Conference Subcommittee Report**
*Meeting of January 13, 2019*
Rick Karg, Conferences Subcommittee chair

1. Members of the conferences subcommittee discussed the continuing need for a list of residential conferences, both inside and outside of the U.S. Discussion included:
   - The subcommittee agreed to compile list of residential building conferences, both North American and elsewhere.
   - Rick Karg, the chair of this subcommittee will coordinate the formation of this list by email distribution of a spreadsheet form to the subcommittee with copy to RBC.
   - The importance of curating the conference list was mentioned and Rick Karg agreed to serve as the curator and will call on others to help with this task, if necessary.
   - Initial conferences identified include: Buildings XIV and Home Performance Coalition (Chicago, April 2019).

2. The subcommittee also discussed ASHRAE’s role at selected conferences. Roles mentioned included:
   - Presentations on specific topics for which ASHRAE has published standards or related publications, including standards 62.2, 55, and 90.2
   - Reserving and staffing a booth at selected conferences for the purpose of informing conference attendees of ASHRAE’s important role in the marketplace, promoting membership, or selling ASHRAE publications
   A strategy implementing these ideas will need to be created by the subcommittee

3. Rick Karg will continue to coordinate the efforts of the conferences subcommittee with the chair of the stakeholders subcommittee, John Jones