

**Residential Building Committee
Meeting Minute
November 9, 2016 Web Meeting**

Attendance

Voting Members: Max H Sherman (Chair) , Christopher Mathis (Vice chair), Costas Balaras, Robert Bean, Philip W Fairey, Paul Francisco, Jeff Inks, Neil P Leslie, Iain S Walker, Theresa A Weston, David Weishuhn

Non-Voting Members: Daniel C Pettway (Consultant), Dan Int-Hout, III (BOD Ex-Officio)

Not available: Charles H Culp III, Chris Gray, David F. Lee, Chris Van Rite, Glenn C. Hourahan (Consultant), Pat Graef (Coordinating Officer)

Guests: Paul Haydock, Stephanie Mages

Staff: Lilas Pratt, Jodi Scott

Principal Motions¹

Motion 1: Sherman brought the September 16, 2016 meeting minutes to the floor for approval.

Vote: Motion passed without objection.

Motion 2: Fairey moved and Mathis seconded that ASHRAE pursue advancing the Active House concept within ASHRAE and make ASHRAE's interest in the Active House Alliance known to the Alliance.

Vote: Motion passed 10-0-0, CNV

New and Open Action Items

January 25, 2015 Chicago Winter Meeting

6	Publications SubC (Francisco)	Develop a recommendation for improving general building science education by June 2015 Atlanta Las Vegas meeting	On-going
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January 25, 2016 Orlando Winter Meeting

2	Mark Ames Lilas Pratt	Send Pratt Ask Jim Scarborough for a link to the coalition for distribution to the RBC Committee	Open
3	Mark Ames & Jim Scarborough Lilas Pratt	Provide information to Max Sherman Ask Jim Scarborough information for possible inclusion on the RBC website.	Open

March 18, 2016 Conference Call Web Meeting

¹ All motion votes are listed as yes-no-abstain.

March 18, 2016 Conference Call Web Meeting			
2	RBC Members	Provide feedback on the DL presentation to Chris Mathis by EOB on Friday, April 1, 2016 December 1, 2016	On-going
3	Neil Leslie	Create an approach for outreach to the chapters and RVCs with help from Jodi Scott, Lilas Pratt, and Chris Mathis. (Note: This will be added to the Las Vegas Meeting Agenda)	On-going

June 27, 2016 St Louis Annual Meeting			
1	Chris Mathis	Develop several slides on RBC and/or residential issues to send to CTTC and/or the DL list.	On-going
7	Journal Article Lead Authors	Develop abstracts by July 30, 2016. Authors: Sherman, Leslie/Gray, Bean/ Hourahan/Bailes/Werling, Culp/Walker/Van Rite, Mathis/Lstiburek/LaFrance, Francisco, Weston/Karagiozis	Open
10	RBC Members	Review the list of conferences and provide feedback to the conferences subcommittee	Open

September 16, 2016 Interim Meeting at Stakeholders Workshop			
4	Publications Subcommittee	Develop a plan and approach for creating an index of residential content in the Handbooks.	On-going
5	Publications Subcommittee	Develop an initial scoping draft for a residential design guide.	On-going
6	Stakeholders Subcommittee	Create a list of potential organizations to collaborate on a residential design guide	On-going
9	David Lee	Investigate DOE funding possibilities if ASHRAE takes over the Buildings Conference	On-going

November 9, 2016 Conference Call Web Meeting			
1	Stakeholders Subcommittee	Develop an Outreach list that is separate from the stakeholders list.	New
2	Chris Mathis	Send a draft report on the Stakeholders Workshop to RBC members by December 1 for their review and feedback by December 31	New
3	Lilas Pratt & RBC Members	Send a copy of the Special Project submittal form for a Residential Green Guide to RBC members for their review and feedback by December 1 (Note: Sent on 11/21/2016)	Complete
4	Lilas Pratt	Send Handbook Committee contact information to Paul Francisco	New
5	Lilas Pratt	Include GGAC and PDC under Liaison report on future agendas	New
6	Theresa Weston & RBC Members	Send the list of residential meetings/conferences to Pratt for distribution to RBC members for review and comment	New

November 9, 2016 Conference Call Web Meeting			
7	Lilas Pratt & RBC Members	Send residential resource information to RBC members for review and feedback to Pratt and Weston (Note: Sent on 11/21/2016)	Complete
8	Max Sherman	Invite someone from Student Activities Committee to speak to RBC in Las Vegas	Complete
9	Lilas Pratt	Investigate new member training materials	New

Meeting Minutes

1. Call to Order (Sherman) – **Meeting convened at 2:05pm EST. A quorum was present.**
 - a. ASHRAE Code of Ethics www.ashrae.org/codeofethics
 - b. Committee Structure – [Roster and Subcommittees](#)
 - c. Introductions

2. Review of Agenda

3. Approval of minutes (Sherman)
 - a. September 16, 2016 Meeting (File: 9-16-16 RBC MtgMinutes Draft R2.pdf)

Motion 1: Sherman brought the September 16, 2016 meeting minutes to the floor for approval.

Vote: Motion passed without objection

4. Announcements (Sherman)
 - a. DOE BTO Funding Opportunity Announcement (FOA): Number: [DE-FOA-0001630](#)
 - The [Building Technologies Office](#) (BTO) has announced the availability of \$5.5 million for DE-FOA-0001630, “Building America 2017 Industry Partnerships for High Performance Housing Innovation.”
5. Liaison Reports
 - a. Marketing and Communications
 - Jodi Scott reported that the November issue of eSociety includes an article on the recent Stakeholders workshop and that a press release will be going out on the residential track being held at the Expo in Las Vegas.
 - The committee talked about reaching out to different audiences via an email from Max Sherman regarding the upcoming ASHRAE conference. It was noted that the outreach list needs to be broader than the stakeholders list
 - b. Staff Report
 - Lilas Pratt had nothing to report.
 - c. Standard 55 Update (Bean)
 - Robert Bean reported that the Standard 55 User’s Manual has been published.

AI 1: Stakeholders Subcommittee to develop an Outreach list that is separate from the stakeholders list.

6. Old Business

- a. Review of [Action Items](#)
- b. Manual of Procedures
 - Max Sherman noted that the final MOP needs to be sent to the Technology Council Operations Subcommittee after the committee feedback is processed.
 - David Weishuhn would like to provide feedback and has been asked to complete that review by December 1.
- c. RBC PowerPoint / Distinguished Lecturers (DL) for Residential
 - The committee was asked to review the latest version of the draft DL presentation and provide their feedback to Chris Mathis by December 1.

7. Subcommittee Reports

- a. Stakeholders
 - Stakeholder Workshop Final Report
 - Chris Mathis noted that he was working on report and would appreciate copies of any notes from RBC members.
 - He anticipates sending out a first draft by December 1 for review and feedback from Committee members
 - The planned structure is for a two page Exec Summary followed by a brief description of the workshop and findings and with appendices of the presentations, and other information.

AI 2: Mathis to send a draft report on the Stakeholders Workshop to RBC members by December 1 for their review and feedback by December 31.

b. Publications

- Residential Green Guide
 - Paul Francisco reported that the subcommittee met in October and during that call the Special Projects submittal form was reviewed and preliminary information filled in for consideration of a residential green guide. Feedback from the committee on that information would be appreciated.
 - The subcommittee agreed that any new document should fit with existing ASHRAE standards (189.1 and NAHB 700) and not contradict them.
 - The intent is to create a fundamental document that could be applied anywhere in the world.
 - The next steps are to verify that President-elect Bjarne Olesen is interested in pursuing the direction laid out in the Special Project document, to reach out to the the identified organizations to look for funding, and to the project submittal form to the Special Projects Subcommittee in Las Vegas.
- Handbook Index for Residential content
 - The index was not discussed on the call, but Mr. Francisco noted that there is a desire and a willingness to develop this. The subcommittee just needs to determine how best to do that.

- Going through the entire handbook to identify residential content may be more than the subcommittee can handle on their own, so the project may need to include all RBC members. Another suggestion is to reach out to the Handbook Committee for collaboration on this project.

AI 3: Pratt to send a copy of the Special Project submittal form for a Residential Green Guide to RBC members for their review and feedback by December 1 (Note: Sent on 11/21/2016).

AI 4: Pratt to send Handbook Committee contact information to Paul Francisco.

c. Conferences

- Buildings Conference Series
 - Theresa Weston reported that the Building Conference XIII is being held the first full week of December 2016 in Orlando, Florida. There are 68 papers in two different tracks.
 - It is not currently a residential-only conference, but has significant residential content.
 - DOE currently owns the conference and BETEC cosponsors. It is currently an ASHRAE endorsed conference (rather than sponsored).
 - The next conference is to be held in 2019 and negotiations are underway regarding ASHRAE owning the conference in the future (with Olesen, Sherman, and David Lee).

d. Programs

- Las Vegas Meeting Sessions
 - Neil Leslie reported that the technical program has 15 sessions with residential content, many of which are entirely residential.
 - In addition, there are four residential sessions being held at the AHR Expo that will be open to the public.
 - Did It Really Work?: Theory Vs. Practice In Residential HVAC
 - ASHRAE's Residential Initiative - Why We Care
 - Flex Ducts, Hard Ducts and No Ducts: Migration Patterns for Duct Hunters (or not) in the Land of Thermal Comfort
 - International Experience and Contractors Perspectives on Residential Aspects that Need to be Considered on Every Job
- Long Beach Meeting Sessions
 - There is another opportunity for sessions in Long Beach with Track 8: Residential standards, guidelines and codes
 - The submittal deadline for Workshops/Seminars is February 6. The conference paper deadline is now past.

e. Technical

- Active House
 - Philip Fairey reported that the subcommittee met in October and during that call the Active House concept was discussed and the subcommittee agreed that there was sufficient interest to initiate additional discussions and investigation.

Motion 2: Fairey moved and Mathis seconded that ASHRAE pursue advancing the Active House concept within ASHRAE and make ASHRAE's interest in the Active House Alliance known to the Alliance.

Discussion: Questions were raised on the downsides of the program and how existing partners with rating programs might feel about this new partnership.

Vote: Motion passes 10-0-0, CNV

- Globalization of Standards
 - Mr. Sherman noted that RBC should be looking for opportunities to make residential standards more globally accessible, such as including CEN or ISO standards in existing test methods. This can be pursued via discussions with the committee, public review comments, and change proposals.
 - He also noted that there is a Globalization of Standards AdHoc also looking into this issue.
- Status of Standard 90.2
 - It was noted that a draft of Standard 90.2 is out for 45 day PPR starting November 4 through December 19.
 - The draft is available at: <https://osr.ashrae.org/default.aspx>

8. New Business

- a. Grassroots Government Advocacy Committee (GGAC) Collaboration on promoting ASHRAE Residential Resources
 - Chris Mathis and Robert Bean reported on recent meetings within GGAC about promoting ASHRAE residential standards in local jurisdictions and municipalities.
 - The first meeting discussed the need for this effort and the second meeting focused on the tactics necessary to do that. Utilities were cited as an avenue to explore. Standard 55 was noted as a good standard to promote initially.
 - Two courses being developed by PDC were also discussed. An RFP was recently sent out on these two courses.
- b. RBC Webpage
 - Related Meetings/Conference List
 - Theresa Weston reported that she has a list that was developed in St Louis that needs to be refined and updated.
 - Residential Resources List
 - A number of resources have been identified and RBC web page list may need to be updated to include new information.
 - Conferences Subcommittee will be responsible for maintaining the website moving forward.
- c. Student "Race to Zero" competition
 - This is being handled by Student Activities Committee, but the question was raised as to whether this committee would like to also engage in the activity as a resource for SAC if they have questions on residential.
 - It was unclear to the committee exactly what their role would be on this.

AI 5: Pratt to include GGAC and PDC under Liaison report on future agendas.

AI 6: Weston to send the list of residential meetings/conferences to Pratt for distribution to RBC members for review and comment.

AI 7: Pratt to send residential resource information to RBC members for review and feedback to Pratt and Weston (Note: Information sent on 11/21/2016)

AI 8: Sherman to invite someone from Student Activities Committee to speak to RBC in Las Vegas.

9. Next Meeting

- a. Las Vegas Winter Meeting, Monday, January 30, 9:00am-12:00pm
- b. Interim Subcommittee meetings – TBD
 - The question was raised as to whether a new member training session would be appropriate at the Long Beach Meeting.

AI 9: Pratt to investigate new member training materials

10. Adjourn – **Meeting adjourned at 4:30pm EST**

**Residential Building Committee
Roster & Subcommittees**

2016-2017 Committee

Voting Members: Max H Sherman (Chair), R Christopher Mathis (Vice chair), Costas Balaras, Robert Bean, Charles H Culp III, Philip W Fairey, Paul Francisco, Chris Gray, Jeff Inks, David F. Lee, Neil P Leslie, Chris Van Rite, Iain S Walker, Theresa A Weston, David Weishuhn

Non-Voting Members: Glenn C. Hourahan (Consultant), Daniel C Pettway (Consultant), Pat Graef (Coordinating Officer), Dan Int-Hout, III (BOD Ex-Officio)

2016-2017 Subcommittees:

- Conferences: Weston (Chair), Balaras, Lee, Walker
- Programs: Leslie (Chair), Balaras, Inks, Walker
- Publications: Francisco (Chair), Bean, Gray, Hourahan, (Haydock)
- Stakeholders: Mathis (Chair), Culp, Hourahan, Lee, Pettway
- Technical: Fairey (Chair), Bean, Culp, Gray, Lee, Inks, Weishuhn

RULES OF THE BOARD – 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 follow

- A. Maximum of fifteen (15) voting members, including a chair and a vice chair;
- B. Voting members shall include:
 - 1. a past member of Standards Committee
 - 2. a past member of Research Administration Committee
 - 3. a past member of Members Council
 - 4. a past member of Environmental Health Committee
 - 5. a home builder or someone representing the home building industry
 - 6. a past chair or other committee officer of a technical committee involved in residential issues
 - 7. a member from outside the U.S. and Canada
 - 8. a representative of at least one major residential stakeholder such as ACCA or RESNET
 - 9. a past Society officer
- 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 OPERATIONS

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.