

**Residential Building Committee
Meeting Minutes
St Louis Annual Meeting
June 27, 2016**

Attendance

Members Present:

Max Sherman (Chair)
Chris Mathis (Vice-Chair)
Costas Balaras
Charles Culp
Steven Emmerich
Philip Fairey
Paul Francisco
David Lee
Neil Leslie
Dan Pettway
Iain Walker
Theresa Weston
Dan Int-Hout (ExO)

Members Not Available:

Robert Bean
Roger Grochmal
Glenn Hourahan (Consultant)
Jim Vallort (CO)

Incoming Members Present:

Chris Gray
Jeff Inks
Chris Van Rite

ASHRAE Staff

Lilas Pratt (Staff Liaison)
Mark Ames

Guests:

Michael Anschel
Mike Blanford
Ken Cooper
Roy Crawford
Audrey Dupuis
Keith Emerson
Ron Gagnon
Pat Graef
Paul Haydock (SubC Member)
John Harrod
Bill Healy
Achilles Karagiozis
Marc LaFrance
Stephanie Mages
Bjarne Olesen
Karin Yasin

Principal Motions¹

Motion 1: Sherman brought the minutes to the floor for approval.

Vote: Motion passed without objection.

Motion 2: RBC Technical Subcommittee recommends that the RBC coordinate an RTAR with SSPC 160 and pertinent TCs as primary sponsors and RBC as a cosponsor to identify and measure the internal moisture generation of moisture in dwellings.

Vote: Motion passes 8-0-0, CNV

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

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 meeting	On-going
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October 2, 2015 Conference Call Web Meeting

3	Publications SubC (Francisco)	Develop a formal proposal for a residential Handbook index for presentation to the Handbook Committee under Pub-Ed.	On-going
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March 18, 2016 Conference Call Web Meeting

2	RBC Members	Provide feedback on the DL presentation to Chris Mathis by COB on August 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	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.	
2	RBC Members	Provide feedback to Dan Pettway on the Stakeholder list by Friday, July 8.	
3	Lilas Pratt	Send "code" for workshop hotel room reservations to RBC members. (Email sent on 7/6/2016)	Complete
4	RBC Members	Provide feedback to Dan Pettway on the proposed workshop questions by Friday, July 8.	
5	David Lee	Send information to Dan Pettway on what DC Metro lines will be under construction during the workshop dates.	
6	RBC Members	Instruct workshop attendees and committee members on the roll they will play in the workshop discussions.	
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	
8	Max Sherman	Invite an ASHRAE officer to speak at the Thermal Envelope Conference in December	Complete
9	Lilas Pratt	Look into the rules for listing non-ASHRAE sponsored conferences on the RBC web page on the ASHRAE website.	
10	RBC Members	Review the list of conferences and provide feedback to the conferences subcommittee	
11	Lilas Pratt	Combine the Program and Conferences subcommittees into one meeting as a two hour block for future meetings	

June 27, 2016 St Louis Annual Meeting			
12	RBC Members	Provide feedback on RBC webpage to the Programs and Conferences subcommittee (cc: Pratt) by July 30, 2016.	
13	RBC Members	Send requests for new committee programs to Max Sherman and include justification for why they should be funded.	

Meeting Minutes

Monday, June 27, 2016, 9:00am-12:00pm

1. Call to Order (Sherman) – Meeting convened at 9:09am CDT, Quorum was established.
 - ASHRAE Code of Ethics www.ashrae.org/codeofethics
 - Committee Structure – [Roster and Subcommittees](#), [Rules of the Board](#)
 - Introductions
2. Review of Agenda
 - No changes requested
3. Approval of minutes (Sherman)
 - a. March 18, 2016 conference call (File: 3-18-16 RBC Mtg Minutes R2.docx)

Motion 1: Sherman brought the minutes to the floor for approval.

Vote: Motion passed without objection.

4. Announcements (Sherman)
 - a. Thank-you Letters to Employers for Service
 - Max Sherman reminded committee members can have thank you letters sent to their employers thanking them for their service to the committee for the year.
 - b. ASHRAE Co-sponsor of ICC 700 – Call for members
 - Lilas Pratt reported that ASHRAE will continue to be a co-sponsor for the ICC 700 National Green Building Standard. There will be a call for members starting in January 2017. Please let Stephanie Reiniche know if you are interested or if you know anyone else who might be interested.
 - She also reminded the committee to submit changes for the standard. If they want them to be official ASHRAEA proposed changes, the RBC would need to vote them out and provide them to Stephanie Reiniche for submittal.
 - c. EEBA Excellence in Building Conference ([Attachment A](#))
 - Please see the information in Attachment A on this upcoming conference.
5. Liaison Reports
 - a. Marketing and Communications (Jodi Scott)
 - No updates at this time

- b. Staff Report (Pratt)
 - No updates at this time
 - c. Tech Council (Graef)
 - Pat Graef reminded the committee that they need to be thinking about future members. The committee should provide their suggestions to Max Sherman or Dan Int-Hout. They can also use the nomination process on the ASHRAE website Committees page: <https://www.ashrae.org/society-groups/committees>
 - d. CEC (Jen Leach)
 - Jen Leach from CEC has been working with Neil Leslie on programs for the Expo at Las Vegas. These will be open sessions focusing on technology.
 - This track is a great opportunity for exposure to a greater audience than normal.
 - These programs are being vetted as they are initiated and developed using a process somewhat outside the normal approval process working with the RBC Programs Subcommittee.
6. Old Business
- a. Review of [Action Items](#)
 - There will be a DL reception in Las Vegas. This will facilitate the exchange of information on the residential DL Powerpoint presentation.
 - GGAC has taken up residential as an issue/item to promote moving forward.

AI 1: Chris Mathis to develop several slides on the RBC and/or residential issues to send to CTTC and/or the DL list.

7. Subcommittee Reports
- a. Technical (Fairy)
 - Internal Moisture Generation
 - Mr. Fairy reviewed the background on this issue which is primarily a concern that the values in Standard 160 may be higher than they should be and that there is lack of empirical data to support or deny this concern.
 - The Vice Chair of 160 provided some additional information regarding the validity of the data and the lack of existing research from a whole building standpoint.

Motion 2: RBC Technical Subcommittee recommends that the RBC coordinate an RTAR with SSPC 160 and pertinent TCs as primary sponsors and RBC as a cosponsor to identify and measure the internal moisture generation of moisture in dwellings.

Discussion:

- This motion is to initiate the process, part of which is to assemble representatives from the sponsoring committees to write the RTAR and Work Statement.
- Mathis supports the committee coordinating the generation of an RTAR.
- Concerns were raised about narrow focus and broad scope of the subject matter.
- It was suggested that a literature search on what work has already been done be undertaken prior to initiating the research.

- It was noted that there have been dramatic changes in water flow rates and fixtures in homes. There is also particular interest in climate zone variance.

Vote: Motion passes 8-0-0, CNV

- ICC 700
 - No report at this time. Oversight on this is done by Standards Committee.
- NEER - National Energy Efficiency Registry ([Attachment B](#))
 - This is a project that has come out of the office of Weatherization and Intergovernmental Affairs. David Lee will be investigating further and providing additional details at the next meeting at the workshop in September.
 - Please see [Attachment B](#) for additional information.
- Standard 90.2 Progress
 - There has been concern that the committee is not making sufficient progress. The Chair of Standard 90.2 provided a report on the work plan of the committee and where they stand as of today. All the progress contained in the work plan has been made.
 - A call for new members is being put out as a larger committee is needed to continue progress on the standard.

b. Stakeholders (Pettway)

- Stakeholders List
 - The stakeholders list has been updated. Review and feedback is now needed from the committee.
 - Suggest making a PDF of the spreadsheet to send out to everyone.
 - Suggest adding Mark LaFrance

AI 2: RBC to provide feedback to Dan Pettway on the stakeholders list by Friday, July 8.

- Stakeholder Workshop ([Attachment C](#))
 - The report from the subcommittee is shown in [Attachment C](#).
 - The workshop will be held September 15-16, 2016 in Alexandria, VA immediately following the IAQ 2016 conference and the Crowne Plaza hotel.
 - The schedule is for the speakers to be first, followed by three workshop breakout sessions.
 - An interim meeting of the committee will be held immediately following the conference.
 - It was noted that some of the DC area metro lines will be under construction during this time which could be a concern.
 - Work on invitations and announcements for the workshop needs to start immediately following the St Louis meeting.
 - Budget issues, speakers, and proposed questions for the breakout sessions are noted in the attachments (NOTE NEED TO ADD THIS).
 - The questions are intended to be open ended and the RBC members' roles are to focus on listening to what the attendees have to say and not direct the conversation, but rather keep the conversation on track.

- Dan Int-Hout noted that this is a great forum to solicit input for RAC on what research should be prioritized. Paul Francisco suggested adding a parallel question to the research question regarding ASHRAE standards.
- David Lee noted that conference fatigue is setting in as there have been a lot of conferences on this topic and the attendees may be confused. He suggested couching the questions in terms of ASHRAE's expertise.
- The committee agreed that the focus of the questions needs to be narrower and Dan Pettway noted that is why there are five speakers prior to the breakout sessions (to help focus the discussions).
- Additional suggestions included asking what ASHRAE should not do as it is important that the attendees don't think that ASHRAE is trying to encroach on their territory and updating the language in the advocacy question to make it more inclusive of a global perspective.
- The committee needs to decide how to assign the attendees to the tables and questions.
- The workshop will provide lots of information and RBC will then write a strategic plan on what they hope to accomplish over the next several years.
- It was suggested that a survey be included as part of the registration process and that a post workshop survey also be provided.
- It was noted that Bjarne Olesen would also like ASHRAE to be more involved in the Solar Decathlon worldwide, so input from the committee on that would also be helpful.

AI 3: Pratt to send "code" needed for the workshop hotels room to the RBC members. (Note: Email sent on July 6, 2016.)

AI 4: RBC to provide feedback to Dan Pettway on the proposed workshop questions by Friday, July 8, 2016.

AI 5: David Lee to send information to Dan Pettway on what metro lines will be under construction during the workshop dates.

AI 6: RBC to instruct workshop attendees and committee members on the roll that they will play in the workshop discussions.

c. Publications (Francisco)

- Residential Green Guide
 - Paul Francisco reported that the committee has been tasked with developing a residential design guide part of Bjarne Olesen's Presidential theme. The request is that the guide address both energy and indoor environments.
 - RBC will need to decide what this first effort on the guide will look like and what future efforts are needed and/or planned.
 - Information on what is most needed and what would be most useful to the marketplace will be solicited at the workshop.
 - There will also soon be a PD on indoor combustion products for developing economies which can be used to inform this effort.
 - This new document would not replace the chapter in Green Guide update 5.
- Building Science Curriculum

- There is ongoing discussion on this topic and it will be addressed during an interim web meeting for the Publications Subcommittee.
 - DOE has some initiatives in this area.
- Publications Gap Analysis
 - The Subcommittee has a working spreadsheet on this along with many action items around populating this table.
 - The intent for the analysis and spreadsheet is to identify what should and shouldn't be pursued by ASHRAE.
- Journal/Periodical Articles
 - The first residential applications column was in the May issue of the Journal and mostly introduced this committee. The column is intended to be quarterly with the next appearances in the August and November issues. Enough material has been identified to address these next columns.
 - A full residential Journal is planned for February which will require roughly seven articles. The total requirement is about 15,000 words or 20 pages of information. The articles should range from 500 to 4000 words each, with an average of about 2000 words.
 - The subcommittee had identified topics to be covered. Matching authors to the topics is the next step.
 - The guiding principle for article content should be what is of most interest to ASHRAE membership and what resources ASHRAE has to offer in these areas.
 - Resiliency, durability, and life cycle need to be an aspect of all the topics.
 - The suggested topics for this issue are:
 1. Overview of residential, acknowledge what is and isn't being covered in this edition of the Journal (Max Sherman)
 2. Occupant Behavior /Occupant values, consumption, comfort, etc., the importance of energy in residential (Neil Leslie/ Chris Gray)
 3. IEQ including IAQ, Comfort, and Sound (Robert Bean/ Glenn Hourahan/ Allison Bailes/ Eric Werling)
 4. HVAC equipment, importance of good air flow, duct design (Charlie Culp/ Iain Walker/Chris Van Rite)
 5. Envelope (Chris Mathis/ Joe Lstiburek/ Marc LaFrance)
 6. Retrofit applications, what works, what doesn't (Paul Francisco)
 7. New Construction including codes , resiliency, durability, what works, what doesn't (Theresa Weston / Achilles Karagiozis)
 - **Goal:** Communicate that ASHRAE cares about residential and that there is something that ASHRAE has to offer in the residential arena.
 - **Deadlines:** The final article should be prepared and sent to ASHRAE Journal staff by Thanksgiving. This is the drop dead date.
 - **First Step:** Lead authors need to write an abstract for review by the committee in the next 30 days.

AI 7: Lead authors for the Journal articles to develop an abstract by July 30, 2016.

- d. Conferences (Weston)

- Thermal Envelope Conference/Buildings XIII
 - The thirteenth international conference on Thermal Performance of the Exterior Envelopes of Whole Buildings will be held December 5-9, 2016 in Clearwater, FL. The conference is organized by ORNL and sponsored by DOE with both ASHRAE and BETEC as co-sponsors.
 - The conference has significant residential content. Papers with high residential content will be highlighted in the program.
 - An officer is needed to provide the welcome from ASHRAE. Someone from RBC could be used as a backup if an officer is not available.
 - The Building Science Education Joint Program will be having a workshop on the Tuesday night of that conference.
- IAQ 2016
 - The stakeholders workshop is being held immediately following this conference. The program will have residential content and it has been suggested to CED that this content be highlighted in some way.
- Other activities
 - There is a call for papers for the ASHRAE Hellenic conference with a due date of July 4, 2016.
 - The subcommittee is working on a calendar of both ASHRAE and non-ASHRAE conferences with significant residential content to be used to identify conferences that RBC wants to interact with and also to highlight the conferences for interested members.
 - The committee needs to determine what the rules are regarding posting information on non-ASHRAE sponsored conferences on the RBC website.
 - The list currently has about 20 conferences.

AI 8: Max Sherman to invite an ASHRAE officer to speak at the Thermal Envelope Conference in December.

AI 9: Lilas Pratt to look into the rules for listing non-ASHRAE sponsored conferences on the the RBC web page on the ASHRAE website.

AI 10: RBC members to review the list of conferences and provide feedback to the Conferences subcommittee.

e. Programs (Leslie)

- St Louis Meeting Sessions
 - Neil Leslie expressed thanks whomever put together list of programs that had some residential content in the St Louis program.
- Las Vegas Meeting Sessions
 - There are two residential elements for the Las Vegas program: the usual conference opportunities and the special track at the Expo that is open to the public.
 - The deadline for the usual stuff is August 8, 2016.
 - Four to six sessions are needed for the public track at the Expo. The presentations should be more application oriented and should be geared toward the audience likely to be attending the Expo.

- Tentative commitments have been received from several presidential members to be on a panel to discuss residential.
- Other activities
 - Conference papers are highly desirable as they take the first slots. The next opportunity for a conference paper is Long Beach with a deadline of Aug 29 for abstracts.
- Combining Programs and Conferences Subcommittees
 - The Programs and Conferences subcommittees agree that these two subcommittees should be combined into one subcommittee.
 - As both subcommittees are listed in the MOP, there needs to be some thought about how to initiate such a change.
 - In the meantime, the two subcommittees can meet together moving forward.

AI 11: Pratt to combining these Program and Conferences subcommittees into one meeting as a two hour block for future meetings.

8. New Business

- a. Review of Manual of Procedures
- b. Review of RBC Webpage
(<https://www.ashrae.org/society-groups/committees/residential-building-committee-rbc>)
- c. Review of RBC PowerPoint for Residential Distinguished Lecturers
 - Committee members are reminded to provide feedback to Chris Mathis on this item by August 1, 2016. (Action Item from March 2016).
- d. 2016-17 Budget Review ([Attachment C](#))
- e. Upcoming meetings:
 - Workshop prep webinar – Time/Date TBD
 - Full committee meeting after workshop – September 16, 12:00pm EDT

AI 12: RBC members to provide feedback on webpage to the Programs/Conferences subcommittee (copy to Lilas Pratt) by July 30, 2016.

AI 13: RBC members to send requests to Max Sherman for new programs along with justification for why they should be funded.

9. Close of Meeting

- The committee wishes to thank those rolling off, Steven Emmerich, Roger Grochmal, and Jim Vallort, for their service during this past year.

10. Adjourn – **Meeting adjourned at 12:56pm CDT**

**Residential Building Committee
Roster & Subcommittees**

2015-2016 Committee

Voting Members: Max H Sherman (Chair), R Christopher Mathis (Vice chair), Constantinos A Balaras, Robert Bean, Charles H Culp III, Steven J Emmerich, Philip W Fairey, Paul Francisco, Roger D Grochmal, David F. Lee, Neil P Leslie, Daniel C Pettway, Iain S Walker, Theresa A Weston,

Non-Voting Members: Glenn C. Hourahan (Consultant), James K Vallort (Coordinating Officer)

2015-2016 Subcommittees:

- Conferences: Weston (Chair), Balaras, Lee, Walker
- Programs: Leslie (Chair), Balaras, Grochmal, Walker
- Publications: Francisco (Chair), Bean, Emmerich, Haydock, Hourahan
- Stakeholders: Pettway (Chair), Culp, Grochmal, Hourahan, Lee
- Technical: Fairey (Chair), Bean, Culp, Emmerich, Haydock

201-2017 Incoming Committee

Voting Members: Max H Sherman (Chair), R Christopher Mathis (Vice chair), Constantinos A 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,

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

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**ASHRAE RULES OF THE BOARD
2.423 RESIDENTIAL BUILDINGS COMMITTEE
(15-06-28-09)**

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.



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Full Day NEW EEBA High Performance Mechanicals Session

Full Day EEBA Taking the Performance Path - THE ERI for Builders & Designers Session

Pecha Kucha- a fast and furious case study presentation



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Early Bird Expires: July 31, 2016

Attachment B – NEER Information

National Energy Efficiency Registry (NEER)

Overview: NEER

In 2015, the [DOE State Energy Program](#) awarded \$800,000 to the State of Tennessee and its partners (see below) “to develop a roadmap with potential pathways for voluntary adoption and implementation of a national energy efficiency registry.”

Per the [Climate Registry](#), one of the team members involved in the project, the NEER is a policy-neutral, web-based “central repository that will allow the public and private sectors to transparently track energy efficiency initiatives within their own programs as well as help demonstrate progress toward energy goals and potential compliance with existing and future state and environmental regulation,” including the [Clean Power Plan](#). The Climate Registry touts the following benefits of NEER:

- Lower administrative costs associated with state energy efficiency programs
- Streamline energy efficiency project evaluation, measurement & verification
- Address concerns about potential double counting of energy savings
- Create greater transparency of energy efficiency programs and impacts

SEP Award Funding

NEER is undertaking four development elements: 1) States Initiative on Principles and Governance; 2) Policy and Integration Working Groups; 3) Committee to Draft Functional Requirements; 4) Development and Implementation.

[SEP funding](#) will be used to support the States Initiative on Principles and Governance. This two-year initiative will develop NEER principles and operating rules, a roadmap for state adoption and implementation, and key functional platform components. There are **six state project partners** involved in this effort, including

- Tennessee Department of Environment and Conservation
- Minnesota Department of Commerce
- Michigan Energy Office
- Georgia Environmental Finance Authority
- Oregon Department of Energy
- Pennsylvania Department of Environmental Protection
- *The Climate Registry (supporting partner)*
- *The National Association of State Energy Officials (supporting partner)*

Grant Timeline

Date	Description
March 9, 2016	Webinar for potential stakeholders
March 2016-February 2017	Multi-stakeholder working group to draft principles and operating rules
April-May 2017	Public comment period for draft principles and rules
September 2017	Final Roadmap for state adoption and implementation
October 2017	Key functional platform requirements

Attachment C – Stakeholders Subcommittee Meeting Report

RBC Stakeholders Subcommittee Report to the Residential Building Committee June 27, 2016

- 1) The Stakeholders subcommittee reports the Stakeholders list has been maintained and is up to date.
- 2) A location has been secured by Staff for the second Stakeholders Workshop to be held September 15th and 16th, 2016 in Alexandria, Virginia. The facility is the Crown Plaza Old Town.

A few things to note:

- \$10,000 Food and Beverage minimum associated with the Workshop to include:
 - Wednesday evening Reception for 50 people
 - Thursday AM Break
 - Thurs Buffet Lunch
 - Thurs PM Beverage Break
 - Friday AM Break
 - 30 room nights on Wed. Sept. 14 and 30 room nights on Thurs. Sept. 15.
 - 48 total rooms must be booked by Residential Stakeholder attendees or there will be attrition costs associated with the meeting (\$159 per room night not utilized – for example, if we book 47 rooms then we owe the hotel \$159 for that one room night not sold in our block)
- 3) A schedule has been set for the Workshop allowing for five stakeholder organization speakers and two workshop sessions. (See attachment A)
 - 4) Five Speakers have been secured. Details for their presentations are pending. The speakers are:
 - Katherine Hammack – Department of the Army
 - Glenn Hourahan – Air Conditioning Contractors of America (ACCA)
 - Steve Baden – RESNET
 - Larry Zarker – Building Performance Institute
 - Robert Bean – Indoor Climate Consultants, Inc.

Requests for Executive Summary, Introduction Bio's, and presentations for review will be soon requested.

- 5) Now that dates, facilities, and speakers are secured; announcements and marketing can begin
- 6) Workshop discussion questions need to be set. We need three good questions for each if the two breakout sessions. From those suggested in earlier emails, the subcommittee recommends the following be considered:

- ASHRAE Leadership has directed that the production of a Residential Design Guide should be investigated. What subjects do you think should be considered, if this publication were to move forward?
 - Considering the work initiated by the 2014 Workshop, what directions do you suggest ASHRAE undertake for the future?
 - Do you consider health and IAQ pertinent to the residential market and in what forms / programs should they take?
 - How could ASHRAE provide the best advocacy to support Regional and Local governments to make the best decisions when considering residential market issues?
 - What research could ASHRAE conduct to support the residential marketplace?
 - Considering the large amount of energy consumed by residential building stock, what could ASHRAE provide to produce generic solutions?
- 7) Suggestions were made to include a registration survey asking workshop registrants what they hoped to gain from workshop attendance, and to provide a post workshop survey to determine perceived quality of the workshop, additional directions for the future, and if further workshops should be conducted in the future.

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Attachment C – Proposed Budget Planning

RBC Committee Budget Planning - FY 2016-17

PROPOSAL UPDATE 1/11/2015

Budget Line Items	Previous Actual FY 14-15 ¹	Current Budget (FY 15-16)	Current Actual (7/15-11/15)	Proposed Budget (FY 16-17)	Proposed ForeCast (FY 17-18)	Notes
Revenues/Income						
	\$ -	\$ -	\$ -	\$ -		
Expenditures						
Salaries and Benefits						
Salaries						
Payroll Taxes and Benefits						
Total	\$ -	\$ -	\$ -	\$ -	\$ -	
Committee Travel (Transportation only)						
Winter, Annual Meetings				12,000.00	12,000.00	
Interium Meeting (2 days)				6,000.00	6,000.00	
Committee Presentation Travel				5,000.00	5,000.00	
Total	\$ -	\$ 18,000.00	\$ -	\$ 23,000.00	\$ 23,000.00	
Conference Calls	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00	
Outside Services	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL EXPENDITURES	\$ -	\$ 18,000.00	\$ -	\$ 23,500.00	\$ 23,500.00	
NET TOTALS	\$ -	\$ (18,000.00)	\$ -	\$ (23,500.00)	\$ (23,500.00)	

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