

## **REGION V FALL CRC MOTIONS**

**Last Revised: 03/17/2017**

### **Central Indiana Chapter – Motion 4d (10/14/2016):**

That the SmartStart Program be expanded to all postsecondary graduates within one year of their graduation.

**Answer:** This motion was referred to the Membership Promotion and Student Activities Committees for consideration. (**Complete**, see responses below.)

**MP Committee response:** The MP Committee spoke with YEA and SA and do not agree with this motion as it goes against the original intent of SmartStart as a transition program from Student to Associate membership. The Affiliate membership is available to those younger members that were not student members.

**SA Committee response:** The Student Activities Committee does not recommend expanding the SmartStart program to recent graduates who were not Student Members of ASHRAE. The SmartStart program is an incentive to students to join ASHRAE prior to graduation & encourages their membership. Expanding the program to those who were never student members would eliminate this incentive.

The SA Committee does, however, acknowledge that this is not the first time a motion requesting this expansion has come to Members Council. There are many members of our industry who do not learn about ASHRAE until after they have graduated college and want the opportunity to participate in SmartStart while they are still a recent graduate & struggling to pay full member dues. Affiliate membership does not give them the opportunity to volunteer or receive the Handbook and these members are disadvantaged relative to their peers who had awareness of ASHRAE in college. It is our recommendation that the YEA Committee explore options to address the needs of these young members outside of modifying membership grades and options.

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### **Central Indiana Chapter – 2015 Fall CRC Motion 23:**

That Society automate the chapter operations points for people attending the Annual and Winter meeting.

**Answer:** This motion was referred to ASHRAE IT Staff since this is something that is currently being addressed in the PAOE program. IT Staff identified 13 PAOE line items in the Chapter Operations, Membership Promotion, Student Activities and Historical categories that is now automated. (**Complete**)

### **Cleveland Chapter – Substitute Motion 11 (11/5/2015):**

That ASHRAE strengthen the local chapter value in developing programs and promotions that enable ASHRAE chapters to educate a wider range of audiences, the society shall provide ASHRAE endorsed webinars, including manufacturer sponsored webinars, with financial incentives to local chapter for marketing and promoting the webinar to the chapter's membership.

#### **Original CRC Motion: Region V (Cleveland Chapter) – Motion 19 (11/5/2015):**

That ASHRAE provide marketing incentives for ASHRAE hosted, manufacturer sponsored webinars.

**Answer:** The substitute motion was referred to Publishing and Education Council for consideration and the original Motion 19 was defeated. PEC reported that chapters receive reduced pricing for ALI instructor led seminars and materials. If chapters assist in logistical support for ASHRAE organized instructor led seminars, chapters receive support as compensation. This would be extremely difficult to do for sponsored webinars because cost is combined with advertising packages, chapters have no involvement and no mechanism to determine chapter participation. This would also be time consuming and lead to much additional administration along with the possibility of chapter volunteers being in position of promoting commercial events, sometimes of competitors. PEC's Functional Planning Subcommittee



assigned a small working group in response to the “Effective ASHRAE Materials Delivery To and Through Chapters” report developed by Billy Austin and has tasked the group to work on a further response to this referral. The ad hoc committee gave a detailed report during the St. Louis meeting and the CTTC and CEC Committees have been assigned to implement. The detailed report serves as an attachment to this and similar motions that were submitted during the regions fall CRC. **(Complete)**

**Cleveland Chapter – Motion 13e (11/5/2015):**

That ASHRAE allow chapters to use Society Meeting Virtual Presentations in Chapter/Section Meetings.

**Answer:** This motion was referred to the Conferences and Expositions Committee for consideration. CEC was not in favor of this motion. The license for the Virtual Conference and Seminar DVD allows for the purchaser to show the presentations on their computer at meetings. Any additional changes to the license should be directed to the staff responsible for licensing in the Publishing and Education Department. **(Complete)**

**Central Indiana Chapter – Motion 24 (11/6/2015):**

That starting in 2016, Region V move their CRC to the last weekend in July.

**Answer:** This motion was approved. **(Complete)**

**Cleveland Chapter – Motion 29g (11/6/2015):**

That ASHRAE PEC notify chapters monthly of everyone in their chapter area who has signed up for an ASHRAE product.

**Answer:** This motion was referred to Publishing and Education Council. PEC reported this would be a time consuming effort and the value would need to be weighed. In some cases, only email addresses are available and providing email addresses would violate privacy policies. Additionally, clarification about what is an ASHRAE product would need to be provided. PEC Functional Planning Subcommittee assigned a small working group in response to the “Effective ASHRAE Materials Delivery To and Through Chapters” report developed by Billy Austin and has tasked the group to work on a response to this referral. The ad hoc committee gave a detailed report during the St. Louis meeting and the CTTC and CEC Committees have been assigned to implement. The detailed report serves as an attachment to this and similar motions that were submitted during the regions fall CRC. **(Complete)**

**Columbus Chapter – Motion 1.5 (10/5/2013):**

That Society collect 3-year local dues on society’s membership form.

**Answer:** This motion was referred to the ASHRAE Membership Department who reports the following:

The current application allows for chapter dues to be included on the form. However, as there are 176 chapters, all with different dues amounts, there is no way to include all the possibilities on the paper application. A line item is for individuals to submit their chapter dues and include with their Society dues, but they will have to obtain this amount directly from the chapter. **(Complete)**

**8a. Include chapter membership dues:**  Dues Amount: \_\_\_\_\_ *Paying chapter dues is encouraged but not mandatory for membership in the Society. Add this amount to your Society dues in the “Total Amount” of the payment section above. Contact chapter officers for amount. Chapter dues can be paid separately at anytime to your chapter officers at anytime.*

**8b. Payment.**  Visa  Mastercard  Amex  Diner’s Club  Check/money order\*\*

Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_ / \_\_\_\_\_  
(Month) (Year)

**Total Amount:** \_\_\_\_\_ Signature \_\_\_\_\_

\*\*Checks must be made payable to ASHRAE from US funds from a US Bank\*\*



**Cleveland Chapter – Motion 5.2 (10/5/2013):**

That ASHRAE bring the Annual conference to Cleveland, Ohio on or after June 2017.

**Answer:** This motion was referred to the Conferences and Expositions Committee (CEC) for consideration. CEC reports that Cleveland was considered for 2017 however, since a new hotel where the conference would be intended to take place is not open yet, it did not move forward. However, Cleveland will be included in future site evaluations. **(Complete)**

**Detroit Chapter – Motion 38 (10/5/2013):**

That the Manual for Chapter Operations (MCO) be revised to allow all YEA members (including Affiliate Grade Members) to serve as YEA Chapter Committee Chairs.

**Answer:** This motion was not approved. See comments below:

In the background of the motion, the chapter indicate that the Affiliate grade is under the age of 35 but is actually 30 years or younger. The Affiliate grade is an introductory membership for individuals 30 years and younger who will automatically transfer into Associate grade after 3 years. The Affiliate grade does not have voting privileges at the Society or Chapter level. Affiliate grade members cannot sign a petition if a chapter or section is formed in their area. If Affiliate grade members hold chapter chair positions, it would apply to all positions in the chapter including the chapter president because it would be opened in the database for all. Currently, the database is programmed to not accept Affiliate and Student grades for chapter positions.

**Update:** A motion was approved during the Members Council 2015 meeting in Chicago. Affiliate grade specifically for YEA Chapter Chairs can be entered on the CIQ. **(Complete)**

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**Central Indiana Chapter – Motion 11 (09/21/2007):**

That each year, beginning with the 08/09 Society year, ASHRAE produce at least one new chapter program on a timely sustainability topic which has a high level of current interest and importance to the building design and/or building operating community. The deliverables shall include a high quality PowerPoint presentation and cadre of presenters available to the chapters.

**Answer:** This motion was referred to CTTC and then later referred to ASHRAE Learning Institute (ALI) and the Professional Development Committee (PDC). ALI has developed a number of courses and seminars for chapters (Natural Ventilation, Introduction to Green Buildings and Sustainable Design & Construction, Life –Cycle Cost Analysis, Complying with Requirement of ASHRAE Standard 62.1-2004, Complying with ANSI/ASHRAE/IESNA Standard 90.1-2004 HVAC/Mechanical, and others) which are currently under-utilized. ALI offers widely-acclaimed, peer reviewed programs to chapters to make authoritative technical education available to members while minimizing costs and time away from the office.

The PEC, acting on a recommendation from the Professional Development Committee, recognizes that there are a significant number of resources on sustainability topics currently available to chapters, including several related educational courses that are offered through the ALI for chapters to utilize. The PDC encourages the CTTC and chapters to use those resources that are currently available.

**Currently available programs:**

Professional Development Seminars

- The Commissioning Process in New and Existing Buildings
- Complying with ANSI/ASHRAE/IESNA Standard 90.1-2007
- Determining Energy Savings from Performance Contracting Projects: Measurement and Verification



- Direct Digital Control (DDC) Retrofits: From Project Planning Through Performance Verification
- Economic Analysis of Engineering Projects: Life Cycle Costing (LCC)
- Using Standard 90.1 to Meet LEED and Federal Tax Credit Requirements

Short Courses

- The Basics of a Proposed Standard on High Performance Green Buildings (Standard 189.1P)
- Complying with Requirements of ASHRAE Standard 62.1-2007
- Complying with ANSI/ASHRAE/IESNA Standard 90.1-2007, HVAC/Mechanical
- Complying with ANSI/ASHRAE/IESNA Standard 90.1-2007, Envelope/Lighting/HVAC
- Energy Management in Existing Buildings
- Introduction to Green Buildings & Sustainable Design and Construction
- Life Cycle Costing (LCC) Analysis
- Motors, Lighting, and Design for Energy Efficiency
- Successful Solar Applications
- Using Standard 90.1 to Meet LEED and Federal Tax Credit Requirements

In addition, the PDC has approved the development of several more relevant courses, some of which are under development already and some of which are out for bids. **(Complete)**

**Evansville Chapter – Motion 3 (09/21/2007):**

That Society reimburse Chapter Technology Transfer Committee Chairs for transportation expenses related to attendance at Chapters Regional Conferences (CRCs).

**Answer:** This motion was approved. This same motion was submitted by several regions during their 2007 Fall CRC. Because of this, Members Council considered one motion from Region IV which asked that both the CTTC and SAC chairs be reimbursed. **(Complete)**

## Effective ASHRAE Materials Delivery To and Through Chapters

This document summarizes the recommendations of an ASHRAE ad hoc committee charged with determining means and methods for more effective ASHRAE educational materials delivery to and through chapters to the membership. This ad hoc committee consists of current members of Members Council and PubEd Council. Following are five recommendations, with background and supporting information. Votes on two related motions referred to the ad hoc are also noted.

1. A Chapter Speakers Database (CSD) should be created and accessible by all chapters. The current CTTC committee leadership requested that they take responsibility for the development and support of the database and this ad hoc concurs. Supporting ideas for this recommendation are as follows:
  - a. ASHRAE ECC is an excellent resource for CTTC to use as they develop and rollout this project.
  - b. The CSD is designed to supplement the DL and other methods for creating chapter educational programs.
  - c. The CSD would be developed and owned by ASHRAE. It would be online like the ASHRAE Terminology database but with controlled access. Users are the CTTC Chapter Chairs, CTTC RVCs and ASHRAE Staff.
  - d. Chapters could enter past non DL chapter speaker info, speech topic and keywords, their rating feedback including any commercialism comments. The presentations would not be included. (Storing presentations, if CTTC desires, could be a Phase 2 project after the CSD is done.) The CSD project goal is for the chapter to select a speaker and their topic and be able to contact them to give the presentation in person or electronically.
  - e. An informal survey by our ad hoc of Chapter leaders indicates that this CSD idea is highly favored and needed.
  - f. One recommended concept for the CSD is to create an excel table of the data – one table per region. The Regional RVC works with this table in excel and/or thru an online regional portal. Chapter CTTC chairs enter their data into their regional table thru the online portal. This allows for easy maintenance and security. (Very similar to how Region I and IX have previously done it.) To look at all the data, a CSD full search form would link to all the regional tables and do a filtered search of all speakers and speeches so the Chapter Chairs could find speakers near them, even if in nearby other regions. The CTTC RVC's control the data quality. ASHRAE Staff and the CTTC Committee would control speaker deletion based on reviews, deaths, etc. (This part is the same as the DL program.)
  - g. The author's/presenter's contact information needs to be included so that they could be invited to speak.
  - h. Speeches should be removed after a period of time, say 2 years. Speakers removed after, say, three year.
  - i. It is strongly recommended that they develop a beta of the CSD and have two or three regions try it out. Work out the bugs and develop the user support literature/information before full rollout. This software development concept is generally very effective in reducing changes later which increase the program development costs.
  - j. This should improve communication between regional RVCs and chapter CTTC chairs.

2. ASHRAE Meeting should provide Chapter CTTC Chair with limited access to the Society Meeting Virtual Conference and then give them an option to view and download the presentations from one session for local chapter presentation at a chapter meeting by a chapter member.
  - a. The download would need to be in ppt format, require attribution to ASHRAE, and require the original authors release for this purpose.
  - b. This option is mainly for small and medium size chapters and sections as they often struggle to find good programs for their meetings.
  - c. This is low cost, easy to do option and should have high value to Chapter.
  - d. It will also make some Chapters much more aware of the benefits in attending the society meetings and/or purchasing access to the virtual conference.
  
3. ASHRAE marketing should produce a presentation for chapter leadership that effectively demonstrates available ASHRAE educational products and how to access them. Supporting ideas for this recommendation are as follows:
  - a. An informal survey by our ad hoc of Chapter leaders indicates that they are generally not aware of all of the ASHRAE educational materials that are available to members and nonmembers in the chapter area.
  - b. Chapter program chairs should be very interested in what materials are available and how well they have been received in the past in their chapter area.
  - c. This presentation would be good material for the CRC CTTC workshops and Chapter President Elect Training.
  
4. The Global Center for Building Innovation initiative should include a recommendation for new ASHRAE staff positions that would be dedicated to work permanently for the Regions in full time positions. Supporting ideas for this recommendation are as follows:
  - a. It would likely be that each “Regional Coordinator” would work for two regions, but Region XIII and RAL would each have a dedicated “Regional Coordinator”.
  - b. This position would create a more consistent and knowledgeable transfer of communication from society to regions and chapters, and feedback in turn back to society; even as the volunteer leaders come and go.
  - c. This should create a much more informed and consistent message of ASHRAE benefits and offerings to regions and chapters.
  - d. This could enhance our goal of “Effective ASHRAE Materials Delivery To and Through Chapters”.
  
5. That ASHRAE PEC Staff should provide feedback to PEC and MC on the effort and costs involved to develop a training related “big data” capability so would involve chapters more directly. This effort might allow Chapters to market/advertise ASHRAE materials to individuals in the same way that retail companies currently market to individuals.
  - a. Example: You buy gluten free foods at the local grocery store and begin receiving advertising from the retailer that includes more gluten free products. This information helps the customer and the store.
  - b. ASHRAE need to be a leader in this area to maintain our leadership position. Otherwise others will do it and provide a better service and may gain market share.

- c. ASHRAE would more definitively know which educational products that are important to individual members.
  - d. This step would make Chapters/Sections partners in ASHRAE PEC provided education
  - e. This could be a marketing inducement for chapters/sections to promote and encourage their members to take ASHRAE Society provided training.
6. The following motion was referred to this ad hoc. We voted in favor of this motion by a vote of 7-0-3.

**Region IV (Southern Piedmont Chapter) – Motion 29e (11/6/2015):**

That ASHRAE create an online Chapter Speakers file for Chapter Leaders to use by November 1, 2015.

Background: The MC/PEC working group on Chapter Educational Support identified a need for a list of potential ASHRAE Chapter Speakers to supplement the ASHRAE DL speakers. This need is very strong in the small and medium sized chapters where program resources are more limited. Implementing this idea should significantly improve chapter programs and reduce the workload on the Chapter/Section/Branch Program Chair.

Examples: Region I maintains a Regional Speakers list in excel format today; and Region IX and the College of Fellows have developed previous versions of the Chapter Speakers Database. This is not a new idea. As a first step to support chapters more effectively, ASHRAE could take the Region I list and put it online for all chapter program chairs to contribute to and be able to use. Access to this product would be limited to the Regional and Chapter Officers and the Chapter CTTC/Program Chairs. (i.e. password controlled). ASHRAE Regional CTTC Chairs would have input and editing rights of the content provided by their Chapters. Longer term, the monthly Chapter meeting/program reports could go into this file versus the one Chapters fill out and email to the CTTC RVC today. It might even become an online database.

Fiscal Impact: Estimated 2-5 days of ASHRAE IT program time (\$1600-\$4000); implementation training.

7. The following motion was referred to this ad hoc. We voted in favor of this motion by a vote of 6-1-3.

**Region IV (Southern Piedmont Chapter) – Motion 31 (11/6/2015):**

That ASHRAE MC and/or PEC undertake a project for ASHRAE to share ASHRAE provided attendee training and income with ASHRAE Chapters in order to expand use of ASHRAE provided member education.

Background: The recent MC/PEC working group on ASHRAE Educational Support to Chapters identified a need. Chapters do not know which chapter members take ASHRAE sponsored training, and further, some Chapters see it as a potential loss of chapter training revenue or reduced meeting attendance. Bluntly stated, they are out of the loop and some view ASHRAE training as competition to their local training. To improve this situation and actually make all Chapters/Sections a partner in ASHRAE PEC provided education, ASHRAE should advise the Chapters monthly of who in their chapter has attended an ASHRAE course, seminar, webinar,

etc. In addition, ASHRAE will provide the attendees Chapter with 15% of the training educational net income as a marketing inducement to promote and encourage their members to take ASHRAE Society provided training. (They have some skin in the game.)

Fiscal Impact: Provide the attendee lists to each chapter needs to be programmed by ASHRAE IT. Needs a defined project and then the time/cost estimate. On the income sharing for marketing support, need the attendee and net income numbers.