



## **MINUTES**

### **NOMINATING COMMITTEE MEETING**

**PHOENIX, AZ**

**Sunday, June 22, 2025**

**Note: These draft minutes have not been approved and are not the official record until approved by the Nominating Committee.**

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Sunday, June 22, 2025

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## PRINCIPAL APPROVED MOTIONS

Nominating Committee Meeting

Sunday, June 22, 2025

No. - Pg.	Motion
1 - 2	Minutes from the February 9, 2025 open session Nominating Committee meeting be approved.
2 - 2	<p>The Nominating Committee Subcommittee recommends that the Nominating Committee modify the Nominating Committee Manual of Operations (MOP) as follows:</p> <p><b>SECTION 8 Meetings</b></p> <p>8.1 The Nominating Committee holds three mandatory business meetings each year - in the fall (October/November) and during the Society Winter and Annual Conferences. In addition, an orientation/training session is held during the Annual Conference meeting for the following year's Nominating Committee.</p> <p>8.1.1 At the fall meeting, the list of proposed candidates for each office to be filled is developed, but no final selections are made.</p> <p>8.1.2 At the Winter Conference meeting, proposed candidate(s) are selected as the nominee(s) for each office and position to be filled.</p> <p><u>8.1.3 The Nominating Committee Chair shall appoint a Nominating Committee Member to speak in favor of each candidate. In developing the candidate introduction the appointed NC Member may, at her or his discretion, use any or all of the following methods:</u></p> <ul style="list-style-type: none"><li><u>a. Personal knowledge of the candidate</u></li><li><u>b. Knowledge of the candidate from other Nominating Committee Members</u></li><li><u>c. Knowledge of the candidate from people who nominated the candidate</u></li><li><u>d. Direct contact with the candidate</u></li></ul> <p><u>In discussion with any people who are not Nominating Committee Members the appointed person shall direct the conversation toward how the position is seeking the candidate and how they would fulfill the role.</u></p>
3 - 4	The executive session minutes from the February 9, 2025 Nominating Committee meeting be approved.



**MINUTES**  
**NOMINATING COMMITTEE MEETING**

Sunday, June 22, 2025

**MEMBERS PRESENT:**

Ginger Scoggins, Vice Chair  
Richard Vehlow, Region I Member  
Chris Phelan, Region I Alternate  
Isabelle Lavoie, Region II Member  
Nicolas Lemire, Region II Alternate  
Jim Grant, Region III Member  
Roger Jones, Region III Alternate  
Jimmy Leonida, Region IV Member  
Steve Ehrman, Region V Member  
Bradley White, Region V Alternate  
Mark Miller, Region VI Member  
Dan Chudecke, Region VI Alternate  
Kay Thrasher, Region VII Member  
Grant Page, Region VII Alternate  
Chris Ahne, Region VIII Member  
Bill Simpson, Region VIII Alternate  
Jessica Renner, Region IX Member  
Kevin Amende, Region IX Alternate  
Marites Calad, Region X Member  
Cindy Moreno, Region X Alternate  
Greg Fluter, Region XI Member

Louise McKenzie, Region XI Alternate  
Timothy Theriault, Region XII Member  
Tracy Pang, Region XIII Member  
JoJo Castro, Region XIII Alternate  
Bratislav Blagojevic, Region XIV Member  
Marko Ignjatovic, Region XIV Alternate  
Krishnan Viswanath, Region XV Member  
Sandesh Bhure, Region XV Alternate\*  
Abbas Sajid, RAL Member  
Robin Bryant, BOD-Elected Member  
Chris Gray, BOD-Elected Member  
Sheila Hayter, BOD-Elected Member  
Tom Lawrence, BOD-Elected Member  
Dunstan Macauley, BOD-Elected Member  
Mick Schwedler, BOD-Elected Member  
Pat Graef, BOD-Elected Alternate  
Bill Klock, BOD-Elected Alternate  
Jennifer Leach, BOD-Elected Alternate  
Karine Leblanc, BOD-Elected Alternate  
Steven Sill, BOD-Elected Alternate  
Ashok Virmani, BOD-Elected Alternate\*

\*Indicates Virtual Attendee

**GUESTS PRESENT:**

Ron Gagnon, Incoming Region II Alternate  
Steph Kunkel, Incoming Region III Alternate  
Bryan Holcomb, Incoming Region IV Alternate  
Devin Snowberger, Incoming Region V Member  
Jason Leffingwell, Incoming Region VI Alternate  
Casper Briggs, Incoming Region VII Alternate  
Rachel Romero, Incoming Region IX Member  
Eileen Jensen, Incoming Region XI Alternate

Darcy Carbone, Incoming BOD-Elected Member  
Art Hallstrom, Incoming BOD-Elected Member  
Cheng Wee Leong, Incoming BOD-Elected Member  
Kevin Marple, Incoming BOD-Elected Member  
Dennis Wessel, Incoming BOD-Elected Member  
Doug Fick, Incoming BOD-Elected Alternate  
Julia Keen, Incoming BOD-Elected Alternate  
Guy Perreault, Incoming BOD-Elected Alternate

**STAFF PRESENT:**

Candace Denton, Sr. Manager - Board Services  
Chandrias Jolly, Manager - Board Services

**CALL TO ORDER**

The meeting was called to order at 8:00 am.

Ms. Scoggins advised that she would be chairing the meeting in Mr. Mehboob's absence.

**VALUE STATEMENT**

Ms. Scoggins read the value statement and advised that the full code of ethics, core values and diversity statements were available online.

**ROLL CALL/INTRODUCTIONS**

Roll call was conducted; members, guests, and staff were in attendance as noted above.

**REVIEW OF MEETING AGENDA**

Ms. Scoggins reviewed the meeting agenda. There were no changes or additions.

**APPROVAL OF MINUTES**

It was moved and seconded that

1. Minutes from the February 9, 2025 open session Nominating Committee meeting be approved.

**MOTION 1 PASSED** (Unanimous Voice Vote, CNV).

**SUBCOMMITTEE AND AD HOC REPORTS****PROCESS IMPROVEMENT SUBCOMMITTEE**

Mr. Schwedler reported on behalf of the subcommittee. The full report was attached to the agenda and was shown on screen.

Mr. Schwedler moved that

2. The Nominating Committee Subcommittee recommends that the Nominating Committee modify the Nominating Committee Manual of Operations (MOP) as follows:

**SECTION 8 Meetings**

8.1 The Nominating Committee holds three mandatory business meetings each year - in the fall (October/November) and during the Society Winter and Annual Conferences. In addition, an orientation/training session is held during the Annual Conference meeting for the following year's Nominating Committee.

8.1.1 At the fall meeting, the list of proposed candidates for each office to be filled is developed, but no final selections are made.

8.1.2 At the Winter Conference meeting, proposed candidate(s) are selected as the nominee(s) for each office and position to be filled.

8.1.3 The Nominating Committee Chair shall appoint a Nominating Committee Member to speak in favor of each candidate. In developing the candidate introduction the appointed NC Member may, at her or his discretion, use any or all of the following methods:

a. Personal knowledge of the candidate

b. Knowledge of the candidate from other Nominating Committee Members

c. Knowledge of the candidate from people who nominated the candidate

d. Direct contact with the candidate

In discussion with any people who are not Nominating Committee Members the appointed person shall direct the conversation toward how the position is seeking the candidate and how they would fulfill the role.

Mr. Schwedler reviewed background information for the motion. He reported that the Process Improvement Subcommittee was asked to consider allowing the Nominating Committee Member assigned to introduce a candidate to speak directly with the candidate. The goal was to allow the most complete information about the candidate to come before the Nominating Committee so that the best slate of candidates can be considered.

The floor was opened for discussion. There was no discussion.

**MOTION 2 PASSED** (Unanimous Voice Vote, CNV).

## **RULES SUBCOMMITTEE**

Ms. Lavoie reported that the Rules Subcommittee had no recommendations or updates for the committee.

## **INFORMATION SHARING AD HOC**

Mr. Miller reported on behalf of the ad hoc. The full report was shown on screen and attached to the agenda.

He reviewed the charge of the ad hoc and reported that the group met several times throughout the Society Year.

Mr. Miller reviewed scenarios and methods discussed by the ad hoc on how to pass information from one committee to the next. He reported that, ultimately, the ROB does not allow any of that information to be carried forward and only firsthand information of candidates can be shared in executive session. He suggested that candidates could be reminded that part of the responsibility of being an officer or director is to abide by the Society's ethics policy.

Other professional organizations conduct proactive training for leaders. It was suggested that ASHRAE could consider doing the same.

Mr. Miller stated that it is the responsibility of Nominating Committee members to bring forward issues during caucus and discuss with candidates the importance of abiding by the ethics policy.

It was suggested that it was important to distinguish between ethics and morals. It was also reported that some TCs already provide training on the code of ethics.

### **EXECUTIVE SESSION**

Ms. Scoggins reported that the only executive session business was approval of minutes; and if there was no discussion needed they could be approved in open session. There was no objection.

It was moved and seconded that

3. The executive session minutes from the February 9, 2025 Nominating Committee meeting be approved.

There was no discussion.

**MOTION 3 PASSED** (Unanimous Voice Vote, CNV).

### **RECOGNITION OF OUTGOING MEMBERS**

Outgoing Nominating Committee members were recognized and thanked for their service.

### **2025-26 SUBCOMMITTEE ASSIGNMENTS**

Ms. Scoggins reviewed subcommittee assignments for the upcoming Society Year. Assignments were shown on screen and were attached to the agenda.

### **NEW MEMBER ORIENTATION**

Ms. Scoggins conducted new member orientation.

### **NEXT MEETING**

Ms. Scoggins reported that the fall Nominating Committee meeting would be at ASHRAE HQ, November 7-8, 2025.

### **ADJOURNMENT**

The meeting adjourned at 10:06 am.

*Ginger Scoggins*

Ginger Scoggins  
2024-25 Nominating Committee Vice Chair