

**INTERSOCIETY LIAISON SUBCOMMITTEE/**

**INTERNATIONAL STANDARDS ADVISORY SUBCOMMITTEE**

**MEETING MINUTES**

**ASHRAE Annual Conference Meeting, Virtual**

**May 26, 2022**

*These are not the official minutes until approved by ILS/ISAS*

**ILS/ISAS Action Items**

**As of May 26, 2022**

**Updated Items Noted in Red**

| **Open Action Items – May 2022 Virtual Annual Meeting and January 2022 Virtual Winter Meeting** | | | |
| --- | --- | --- | --- |
| **AI#** | **Open Action Item** | **Assigned** | **Status** |
| 1 | An action item was assigned to the ILS/ISAS membership to develop a plan for prioritization and recommendations on translation of standards for use outside of North America. A mechanism for determining how to measure demand for a particular standard in a particular language or market needs to be developed. There is a need for involvement of native language speakers who are technically proficient and experienced in the applicable fields; professional translators may not be best suited for these efforts. | ILS/ISAS members | Open |

| **Closed Action Items –January 2022 Virtual Winter Meeting** | | | |
| --- | --- | --- | --- |
| **AI#** | **Closed Action Item** | **Assigned** | **Status** |
| 1 | An action item was assigned to D. Knight and R. Shanley (with input from other ILS/ISAS and ISI Task Force members) to work on a communication to be sent to U.S. TAG chairs and experts to make them aware that they can assist in facilitating access to CEN documents through the ISO Documents structure, in order to reduce duplication and overlap between ASHRAE, ISO, and CEN standards. Information has been informally communicated to chairs of all U.S. TAGs under ASHRAE jurisdiction. Formal communication still requires development for wider education of TAG experts and future TAG leadership. Complete. | D. Knight and R. Shanley | Closed |
| 2 | An action item was assigned to D. Knight and R. Shanley (with input from other ILS/ISAS and ISI Task Force members) to develop a plan for communication for communicating to ASHRAE TCs and PCs how they can request access to ISO standards for use in their standards development work. The draft procedure for requesting access to ISO standards has been shared with R. Burkhead as the chair of PPIS for use in PPIS’s efforts in globalizing documents; in particular, this procedure will be considered for inclusion in the PCs Guide to PASA, as well as the TC and PC training toolkits. Ongoing. The procedure for requesting copies of ISO standards for reference has been added to the PCs Guide to PASA (revised February 2, 2022) as “Request for Copy – ISO Standard.” Complete. | D. Knight and R. Shanley | Closed |
| 3 | An action item was assigned to R. Shanley to work with ASHRAE Marketing staff on promotion and reorganization of ASHRAE international activities webpage, and to identify and engage members to develop updated and new content to promote international/globalization efforts. Specific focus on making ASHRAE members aware of opportunities and resources for getting involved in international (particularly ISO) activities. Development of plans for overall globalization engagement efforts continue under ISI Task Force. Focus on webpage revision and updating deferred while discussions on strategies and content continue. No further action at present. | R. Shanley | Closed |
| 4 | An action item was assigned to the ILS/ISAS membership to review the ISO Standards Matrix to fill in gaps, add relevant CEN and other international standards, and determine where ASHRAE may be able to adopt existing international standards in lieu of developing their own. Input is requested to be sent to D. Knight and R. Shanley by March 1st, 2022. Consideration should also be given to ideas for better methods for maintaining and editing shared documents (such as the International Standards Matrix) by multiple users.  It was requested that the ISI Task Force and guest attendees be copied as well to provide feedback if they wish. No feedback received from members or guests. Review of ISO Standards Matrix and related tasks is also assigned to ISI Task Force. Complete. | ILS/ISAS Members | Closed |

# 1. Call to Order and Introductions

The ILS/ISAS 2022 Virtual Annual Meeting was called to order on May 26, 2022 at 9:02 AM EDT.

**Introductions**

Members of the committee, staff, and guests were greeted. The attendees were as follows:

|  |  |
| --- | --- |
| **Members Present**  Dennis Knight (Chair)  Robert (Bob) Burkhead  Steven Bushby  Michael Gallagher  Susanna Hanson  Jaap Hogeling  **Members Not Present**  Dr. Essam Khalil | **Staff Present**  Ryan Shanley, MOS-I, Staff Liaison  **Guests Present**  None |

# 2. Adoption of the Agenda

The ILS/ISAS Virtual 2022 Annual Conference Meeting Agenda was approved as presented by consensus of the members present.

# 3. ILS/ISAS Membership

The current membership roster of the ILS/ISAS subcommittee was displayed for reference. Final appointments for the 2022-2023 Society Year were not available at the time of the meeting.

# 4. Approval of Minutes – January 2022 Virtual

It was moved by S. Bushby and seconded by J. Hogeling:

That the ILS/ISAS Virtual 2022 Winter Conference Meeting Minutes be approved as presented. (Refer to [MOTION 1](#Motion_1) of the “Summary of Motions” section below).

**MOTION PASSED.** 6-0-1, Chair Voting (CV)[[1]](#footnote-1)

# 5. Staff Liaison Report

The updated running list of upcoming ISO Technical Committee, Subcommittee, and Working Group meetings was presented. A current running list of upcoming ISO meetings will be maintained on future agendas for regular review, as well as made available to the ISI Task Force and relevant U.S. TAGs. Refer to [Appendix A](#Appendix_A) below.

The list of ISO/TC and SC/WG chairs, and TAG leadership was presented and reviewed, including term end date and number of terms. The list will remain on future agendas for regular review. Refer to [Appendix B](#Appendix_B) below.

As of May 1st, 2022, ISO meetings (technical committees, subcommittees, and working groups) may be held in a hybrid on-site/virtual format without prior approval from the ISO President’s Committee. However, fully face-to-face meetings (no virtual attendance option) require prior approval by the President’s Committee on a case-by-case basis.

R. Shanley provided on the activities of the ANSI international committees; the ANSI ISO Council (AIC), ANSI International Forum (AIF), and the ANSI International Policy Advisory Group. Refer to [Appendix C](#Appendix_C) below.

# 6. Report on the Activities of the International Standards Interaction Task Force

S. Bushby provided an update on the status of the International Standards Interaction (ISI) Task Force, which is co-chaired by S. Bushby and D. Erbe. The task force has set an internal goal to be able to present recommendations for a transition of the task force to a standing committee under Technology Council by the 2023 Winter Conference. Reviews of the Standards Committee Manual of Procedures (MOP), Standards Committee Reference Manual, and Rules of the Board will be undertaken to determine what should remain within the scope of Standards Committee vs. what should be in the scope of the new international standing committee. The ISI Task Force charter was revised to specifically assign the tasks for the development of the recommendations for the standing committee and restructuring of ILS/ISAS. The incoming vice-chairs of the Standards Committee and the Technical Activities Committee have been appointed as task force members for the 2022-2023 Society Year.

The ISI Task Force will hold a virtual meeting on Wednesday, June 24th, 2022, from 8:00 AM to 11:00 AM EDT.

# 7. Review of Action Items from 2022 Virtual Winter Meeting

R. Shanley and D. Knight provided an update on the status of the action items assigned at the 2022 Winter Virtual Meeting. In summary, four action items were closed, and one new action item were added as indicated above. No open action items remain from meetings prior to the 2022 Annual Conference.

# 8. Regional Review of Standards Activities

1. **Europe (J. Hogeling)** – A large set of Energy Performance of Buildings (EPB) published by ISO/TC 163, ISO/TC 205, and CEN/TC 371 will be undergoing systematic review in 2022. A guidance document has been prepared to support the TCs in managing the systematic review process; this document is currently being balloted to the TCs for comment. The final guidance document will be distributed along with the systematic review procedures for the EPB standards; it is anticipated that this will take place in mid-July 2022. A revised European Energy Performance of Buildings Directive was proposed in December 2021.
2. **North America (D. Knight, et. al.)** – D. Knight reported on attendance (along with representatives from IFC and NFPA) at a workshop of the Department of Defense Discipline Working Group, which is responsible for the updating of uniform facilities guidance for all branches of the United States military. Follow-up questions will be forwarded to appropriate ASHRAE technical committees and project committees.
3. **Middle East/Asia-Pacific (E. Khalil)** – E. Khalil was unable to attend the meeting, and no other attendees were able to provide an update. D. Knight and R. Shanley to reach out to E. Khalil to request a written update.

# 9. ISO/TC 163, ISO/TC 205, JWG 4 September Meetings

1. ISO/TC 163 and ISO/TC 205 will hold virtual plenary meetings during the third week of September 2022. Virtual working group meetings will be scheduled to take place in August and September.
2. Discussions regarding the U.S. assuming hosting responsibilities for the September 2023 plenary meetings will be planned for later in the year. It has been emphasized that it is important to hold hybrid meetings to better coordinate and address issues within ISO/TC 163, ISO/TC 205, and JWG 4.

# 10. Reports from TAG Chairs

1. ISO/TC 59/SC 13 (D. Knight) – Several new members from the National Institute of Building Sciences (NIBS) have been added to the U.S. TAG roster since the January 2022 ILS/ISAS meeting. There is active engagement with letter ballots from ISO/TC 59/SC 13, largely consisting of approvals for CEN lead on project revisions and approvals of new parts of existing standards.
2. ISO/TC 86 – The ISO 817 MA Toxicity Task Force and ASHRAE SSPC 34 Toxicity Subcommittee will hold a joint hybrid meeting on Monday, June 27th, 2022, from 8:00 AM to 10:30 AM EDT at the ASHRAE 2022 Annual Conference in Toronto, CA. There are active efforts underway to reorganize the working group structures of ISO/TC 86/SC 4 and ISO/TC 86/SC 6. All ISO/TC 86 subcommittees, with the exception of SC 7, have held at least one virtual plenary in 2022 as of this date; several are planning additional virtual meetings for later in the year. A full ISO/TC 86 plenary is being proposed to be held in early 2023, dates, format, and location to be determined.
3. ISO/TC 142 – A verbal update was provided by R. Burkhead. Kevin Kwong’s term as the chair of the U.S. TAG to ISO/TC 142 will end on June 30th, 2022; Jon Rajala is expected to be approved as chair during the June 15th, 2022 virtual TAG meeting. All working groups under ISO/TC 142 continue to meet virtually on a regular basis. ISO 16890, *Air filters for general ventilation*, is being heavily utilized and referenced in Europe, as well as being referenced in ANSI/ASHRAE Standard 62.1 and Standard 62.2. Joint ISO/TC 142 - IEC/TC 59 WG: Portable room air cleaners for comfort applications has established multiple individual working groups and is likely to incorporate a chamber test for room air cleaners. ASHRAE project committees are looking to harmonize with standards developed under the joint working group.
4. ISO/TC 163 and JWG 4 – Efforts are being made to utilize the involvement of the vice-chair of TAC on the ISI Task Force to involve ASHRAE membership in commenting on the upcoming systematic reviews of the Energy Performance of Buildings (EPB) standards under ISO/TC 163/SC 2 and ISO/TC 163/JWG 4. A joint hybrid meeting of the U.S. TAG to ISO/TC 163 and the U.S. TAG to ISO/TC 205 will be held on Tuesday, June 28th, 2022, from 1:00 PM to 3:30 PM EDT, at the ASHRAE 2022 Annual Conference in Toronto, CA.
5. ISO/TC 205 (S. Bushby) – Issues with recruiting technical experts to join the U.S. TAG to adequately address the activity of the ISO Technical Committee continue; recent efforts have only yielded one new member in the field of radiant heating and cooling. A lack of face-to-face meetings is felt to be a contributing factor to difficulties with recruiting and engaging members for the U.S. TAG and the ISO Technical Committee. ISO/TC 205 is working with CEN/TC 247 on building controls; international versions of ASHRAE standards are being updated to match the current ASHRAE versions. ISO 52000-3 (Primary Energy Factors and CO2 emission coefficients) is currently out for DIS ballot; it is important for the ASHRAE Task Force for Building Decarbonization to review and be aware of this document. A joint hybrid meeting of the U.S. TAG to ISO/TC 163 and the U.S. TAG to ISO/TC 205 will be held on Tuesday, June 28th, 2022, from 1:00 PM to 3:30 PM EDT, at the ASHRAE 2022 Annual Conference in Toronto, CA.

# 12. Review of New Action Items and Other Business

The new action item assigned at this meeting was reviewed. No other business was presented.

# 13. New Business

A discussion was undertaken regarding the future scope of ILS/ISAS after the completion of the work of the ISI Task Force. It was proposed that ILS/ISAS should be responsible for translation of ASHRAE standards into languages other than English, as well as adoption of international standards by ASHRAE (under the ANSI process). D. Knight committed to investigate if discussion items on international standards can be added to the agendas for the International Building Decarbonization Conference and Board of Directors meeting.

# 14. Next Meeting

A virtual meeting will be scheduled in advance of the 2023 Winter Conference, date to be determined. An interim virtual meeting may be scheduled prior to the Winter Conference in response to the progress of the International Standards Interaction Task Force.

# 15. Adjournment

The meeting was adjourned at 10:07 AM EDT.

# Summary of Motions

**MOTION 1:** It was moved by S. Bushby and seconded by J. Hogeling: That the ILS/ISAS Virtual 2022 Winter Conference Meeting Minutes be approved as presented. **MOTION PASSED.** 6-0-1 (Yes-No-Abstain), Chair Voting (CV).

# APPENDICES TO MEETING MINUTES

**APPENDIX A**

**UPCOMING ISO TECHNICAL COMMITTEE AND SUBCOMMITTEE MEETINGS  
(CURRENT AS OF 26 MAY 2022)**

| **UPCOMING ISO TECHNICAL COMMITTEE AND SUBCOMMITTEE MEETINGS** | | | |
| --- | --- | --- | --- |
| **COMMITTEE** | **COMMITTEE TITLE** | **DATE** | **LOCATION** |
| ISO/TC 86/SC 7/WG 3 | Commercial refrigerated display cabinets | 1 June 2022 | Virtual |
| ISO/TC 86/SC 8/WG 5 | Refrigerants - Designation and safety classification | 2 June 2022 | Virtual |
| ISO/TC 86/SC 7/WG 3 | Commercial refrigerated display cabinets | 6 June 2022 | Virtual |
| ISO/TC 205/JWG 11 | Joint ISO/TC 205 - ISO/TC 163 WG: Moisture damage | 7 June 2022 | Virtual |
| ISO/TC 59/SC 13/JWG 12 | Joint ISO/TC 59/SC 13 - ISO/TC 184/SC 4 WG: Development of building data related standards | 9 June 2022 | Virtual |
| ISO/TC 142/WG 4 | HEPA and ULPA filters | 14 June 2022 | Virtual |
| ISO/TC 142/WG 9 | Particulate air filter intake systems for rotary machinery and stationary internal combustion engines | 15 June 2022 | Virtual |
| ISO/TC 86/SC 6/WG 3 | Water and brine source heat pumps and air-conditioners | 16 June 2022 | Virtual |
| ISO/TC 86/SC 7/WG 3 | Commercial refrigerated display cabinets | 20 June 2022 | Virtual |
| ISO/TC 86/SC 6/TG 13 | Next generation of performance standards | 21 June 2022 | Virtual |
| ISO/TC 86/SC 8/MA (Flammability Task Force) | ISO 817 Maintenance Agency (Flammability Task Force) | 26 June 2022 | Toronto, CA/ Hybrid |
| ISO/TC 86/SC 8/MA (D&N Task Force) | ISO 817 Maintenance Agency (Designation and Nomenclature Task Force) | 26 June 2022 | Toronto, CA/ Hybrid |
| ISO/TC 86/SC 7/WG 3 | Commercial refrigerated display cabinets | 27 June 2022 | Virtual |
| ISO/TC 86/SC 8/MA (Toxicity Task Force) | ISO 817 Maintenance Agency (Toxicity Task Force) | 27 June 2022 | Toronto, CA/ Hybrid |
| ISO/TC 86/SC 8/MA | ISO 817 Maintenance Agency | 28 June 2022 | Toronto, CA/ Hybrid |
| ISO/TC 86/SC 8/TF 1 | ISO 817 Technical Alignment | 6 July 2022 | Virtual |
| ISO/TC 205/WG 1 | General principles | 30 August 2022 | Virtual |
| ISO/TC 142 | Cleaning equipment for air and other gases | 12 - 14 September 2022 | Delft, NL/ Hybrid |
| ISO/TC 142/WG 1 | Terminology | 12 - 14 September 2022 | Delft, NL/ Hybrid |
| ISO/TC 142/WG 2 | UV-C Technology | 12 - 14 September 2022 | Delft, NL/ Hybrid |
| ISO/TC 142/WG 3 | General ventilation filters | 12 - 14 September 2022 | Delft, NL/ Hybrid |
| ISO/TC 142/WG 4 | HEPA and ULPA filters | 12 - 14 September 2022 | Delft, NL/ Hybrid |
| ISO/TC 142/WG 5 | Dust collectors, droplet separators and purifiers | 12 - 14 September 2022 | Delft, NL/ Hybrid |
| ISO/TC 142/WG 7 | Cleanable filter media used in industrial applications | 12 - 14 September 2022 | Delft, NL/ Hybrid |
| ISO/TC 142/WG 8 | Gas-phase air cleaning devices | 12 - 14 September 2022 | Delft, NL/ Hybrid |
| ISO/TC 142/WG 9 | Particulate air filter intake systems for rotary machinery and stationary internal combustion engines | 12 - 14 September 2022 | Delft, NL/ Hybrid |
| ISO/TC 142/JWG 10 | Joint ISO/TC 142 - ISO/TC 85/SC 2 WG: Aerosol filters for nuclear applications | 12 - 14 September 2022 | Delft, NL/ Hybrid |
| ISO/TC 142/JWG 11 | Joint ISO/TC 142 - IEC/TC 59 WG: Portable room air cleaners for comfort applications | 12 - 14 September 2022 | Delft, NL/ Hybrid |
| ISO/TC 142/WG 12 | Sustainability of air cleaning equipment and media | 12 - 14 September 2022 | Delft, NL/ Hybrid |
| ISO/TC 142/WG 13 | Biological equipment for waste gas treatment | 12 - 14 September 2022 | Delft, NL/ Hybrid |
| ISO/TC 205 | Building environment design | 19 -23 September 2022 | Virtual |
| ISO/TC 205/AG 1 | Joint advisory group TC 163 - TC 205 - Coordination of ISO 52000 family | 19 -23 September 2022 | Virtual |
| ISO/TC 205/CAG | Chair’s Advisory Group | 19 -23 September 2022 | Virtual |
| ISO/TC 205/WG 1 | General principles | 19 -23 September 2022 | Virtual |
| ISO/TC 205/WG 2 | Design of energy-efficient buildings | 19 -23 September 2022 | Virtual |
| ISO/TC 205/WG 3 | Building Automation and Control System (BACS) Design | 19 -23 September 2022 | Virtual |
| ISO/TC 205/WG 5 | Indoor thermal environment | 19 -23 September 2022 | Virtual |
| ISO/TC 205/WG 7 | Indoor visual environment | 19 -23 September 2022 | Virtual |
| ISO/TC 205/WG 8 | Radiant heating and cooling systems | 19 -23 September 2022 | Virtual |
| ISO/TC 205/WG 9 | Heating and cooling systems | 19 -23 September 2022 | Virtual |
| ISO/TC 205/WG 10 | Commissioning | 19 -23 September 2022 | Virtual |
| ISO/TC 205/JWG 11 | Joint ISO/TC 205 - ISO/TC 163 WG: Moisture damage | 19 -23 September 2022 | Virtual |
| ISO/TC 59/SC 13 | Organization and digitization of information about buildings and civil engineering works, including building information modelling (BIM) | 1 December 2022 | Lima, PE/ Hybrid |

**APPENDIX B**

**ISO/TC, SC, WG and U.S. TAG Leadership**

| **ISO/TC, SC, WG Leadership** | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **TC** | **SC** | **WG** | **Chair or Convenor** | **First Term Starting** | **Term** | **Term limit per ISO** | **Notes** |
| 86 | N/A | N/A | Drake Erbe | 2015 | ends in 2024 | 9 years total | Final 3-year term |
| 86 | 1 | N/A | Jay Kohler | 2020 | ends in 2022 | 9 years total | Second 3-year term |
| 86 | 1 | 1 | Laure Meljac | 2021 | ends in 2023 | No term limit | First 3-year term |
| 86 | 8 | N/A | Bill Walter | 2020 | ends in 2022 | 9 years total | First 3-year term |
| 86 | 8 | MA (ISO 817) | Tom Watson | 2015 | ends in 2024 | No term limit |  |
| 86 | 8 | 5 | Bill Walter | 2014 | ends in 2023 | No term limit | Reappointment approved May 2021 |
| 86 | 8 | 7 | Felix Flohr |  | ends in 2023 | No term limit |  |
| 86 | 8 | 8 | Open |  | ends in 2022 | No term limit | Convenor Donna Bossman has resigned position, new convenor to be approved |
| 86 | 4 | N/A | Dong Mingzhu |  | ends in 2022 | 9 years total | First 3-year term |
| 86 | 6 | N/A | Matthias Meier | 2021 | ends in 2026 | 9 years total |  |
| 86 | 6 | 1 | Rusty Tharp |  | ends in 2022 | No term limit |  |
| 86 | 6 | 3 | Robert Brown |  | ends in 2022 | No term limit |  |
| 86 | 6 | 10 | Dr. Jun-Young Choi |  | ends in 2024 | No term limit |  |
| 86 | 6 | 12 | Dr. Jun-Young Choi |  | ends in 2024 | No term limit |  |
| 86 | 6 | TG 13 | Matthias Meier |  | ends in 2023 | No term limit |  |
| 86 | 7 | N/A | Davide Zannese | 2016 | ends in 2024 | 9-year term limit | Final 3-year term |
| 205 | N/A | N/A | Drake Erbe | 2019 | ends in 2022 | 9-year term limit |  |
| 205 | N/A | AG 1 | Mr. H.A.L. van Dijk |  | ends in 2021 | No term limit | First 3-year term. Ballot for reappointment to ISO/TC 205 2021-06-09 to 2021-07-09 |
| 205 | N/A | JWG 11 | Drake Erbe |  | Ends in 2022 | No term limit | Reappointed in Seoul, 2019 |
| 205 | N/A | 1 | Gerard Senior |  | ends in 2022 | No term limit | Reappointed in Seoul, 2019 |
| 205 | N/A | 2 | Convenor – Dr. Toshihiro Nonaka |  | ends in 2023 | No term limit | Appointed by ballot resolution, 2020 |
| 205 | N/A | 3 | Steve Bushby |  | ends in 2022 | No term limit | Reappointed in Seoul, 2019 |
| 205 | N/A | 5 | Stephen Turner |  | ends in 2023 | No term limit |  |
| 205 | N/A | 7 | Marc Bourdier |  | ends in 2022 | No term limit | Reappointed in Seoul, 2019 |
| 205 | N/A | 8 | Kwang Woo-Kim |  | ends in 2022 | No term limit | Reappointed in Seoul, 2019 |
| 205 | N/A | 9 | Johann Zirngibl |  | ends in 2022 | No term limit | Reappointed in Seoul, 2019 |
| 205 | N/A | 10 | Masato Miyata |  | ends in 2022 | No term limit | Reappointed in Seoul, 2019 |

| **U.S. TAG Leadership** | | | |
| --- | --- | --- | --- |
| **TAG** | **Panel** | **Chair/Panel Leader** | **Notes** |
| 86 |  | Danny Halel | Chair |
| Panel 1 | Jay Kohler |  |
| Panel 4 | Stephen Schafer |  |
| Panel 6 | Rusty Tharp |  |
| Panel 7 | Timothy Anderson |  |
| Panel 8 | Bill Walter |  |
|  | | | |
| 205 |  | Steve Bushby | Chair |
|  | TBD | Vice Chair |
| Panel 1 | Hoy Bohanon |  |
| Panel 2 | Cyrus Nasseri |  |
| Panel 3 | Dave Robin |  |
| Panel 4 | N/A | (INACTIVE) |
| Panel 5 | Walter Grondzik |  |
| Panel 7 | Nancy Clanton |  |
| Panel 8 | Richard Watson |  |
| Panel 9 | Danny Halel |  |
| Panel 10 | Gerald (Jerry) Kettler |  |
| Panel 11 | Stanley Yee |  |
|  | | | |
| 163 |  | Drake Erbe | Chair |
|  | Stanley Yee | Vice Chair |
| Panel 1 | Open |  |
| Panel 2 | D. Charlie Curcija |  |
| Panel 3 | Stanley Yee |  |
|  | | | |
| 163/205 | JWG 4 | Drake Erbe | Report |
|  | | | |
| 59/SC 13 | N/A | Dennis Knight | Chair |
|  | | | |
| 142 |  | Kevin Kwong | Chair |
|  | Jonathan Rajala | Vice Chair |
| Panel 1 | Open |  |
| Panel 2 | Dean Saputa |  |
| Panel 3 | Geoffrey Crosby |  |
| Panel 4 | Andrew Stillo |  |
| Panel 5 | Bob Burkhead |  |
| Panel 7 | Open |  |
| Panel 8 | Matt Middlebrooks |  |
| Panel 9 | Open |  |
| Panel 10 | Satish Dinakaran |  |
| Panel 11 | Open |  |
| Panel 12 | Geoffrey Crosby |  |
| Panel 13 | Open |  |

**APPENDIX C**

**ANSI INTERNATIONAL COMMITTEE UPDATES**

**To:** ILS/ISAS

**From:** Ryan Shanley

**Re:** Updates from the ANSI ISO Council (AIC), ANSI International Forum (AIF) and the ANSI International Policy Advisory Group (IPAG).

1. Stephanie Reiniche currently is a voting member of AIC and a non-voting member of the AIF and ANSI IPAG. Ryan Shanley is a non-voting member of the AIF.
2. **Note all U.S. TAG Chairs and anyone serving as Chair of an ISO Technical Committee or Subcommittee are also members of AIF and are welcome to attend the meetings.** Many of the items shared and discussed at the AIC are shared for feedback from the AIF. ANSI’s ISO Technical Team has also been providing regular training opportunities for the different roles within ISO that all are welcome to attend.
3. As of May 1st, 2022, ISO meetings (technical committees, subcommittees, and working groups) may be held in a hybrid on-site/virtual format without prior approval from the ISO President’s Committee. However, fully face-to-face meetings (no virtual attendance option) require prior approval by the President’s Committee on a case-by-case basis.
4. The joint ISO/IEC joint task force published a best practice guidance document on running effective virtual and hybrid meetings in September 2021.
5. ISO will be counting all CIB ballots, not just NP, DTR, DIS, etc. to track involvement and potentially downgrade P-members.

1. E. Khalil was not present for this motion and was listed as abstaining. [↑](#footnote-ref-1)