

**INTERSOCIETY LIAISON SUBCOMMITTEE/**

**INTERNATIONAL STANDARDS ADVISORY SUBCOMMITTEE**

**MEETING MINUTES**

**2023 Annual Meeting, Virtual**

**June 16, 2023**

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

**ILS/ISAS Action Items**

**As of June 16, 2023**

**Updated Items Noted in Red**

| **Open Action Items – March 2023 Virtual Interim Meeting and June 2023 Virtual Annual 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. This should be included for discussion at Chapter Regional Conferences (CRCs). Ongoing. A multidisciplinary task group (MTG) on artificial intelligence (AI) is being formed by ASHRAE; this will likely have applications related to the translation of standards. A more defined procedure for requesting translation needs to be established; presently, requests are handled directly by ASHRAE Publications largely without involvement of Standards. | ILS/ISAS members | Open |
| 2 | An action item was assigned to the ILS/ISAS membership to consider what the status of ILS/ISAS should be in light of the formation of an international technical activity standing committee. Consideration should be given to which responsibilities of ILS/ISAS could potentially be reassigned to the standing committee or to another subcommittee of Standards Committee. Ongoing | ILS/ISAS members | Open |
| 3 | An action item was assigned to R. Shanley to circulate the current GTIC and Standards Committee Manuals of Procedures (MOPs) and Reference Manuals to the ILS/ISAS membership for analysis of how to revise ILS/ISAS procedures to coordinate with GTIC procedures. | R. Shanley | Open |

| **Closed Action Items – March 2023 Virtual Interim Meeting** | | | |
| --- | --- | --- | --- |
| **AI#** | **Open Action Item** | **Assigned** | **Status** |
| 1 | An action item was assigned to R. Shanley to request a biographical profile from the proposed representative for review by ILS/ISAS, as well as requesting a copy of the operating procedures and any costs for membership from IEST, the administrator of the U.S. TAG to ISO/TC 209. After review of the documentation requested above, the members of ILS/ISAS voted by letter ballot to recommend that the Standards Committee chair approve the appointment of Vince Sakraida as a representative from ASHRAE TC 9.11, Clean Spaces, to the U.S. TAG to ISO/TC 209, Cleanrooms and associated controlled environments. The Standards Committee chair subsequently approved the recommendation from ILS/ISAS. Both the ASHRAE TC 9.11 representative and the TAG Administrator for the U.S. TAG to ISO/TC 209 have been informed of the appointment. This action item is completed. | R. Shanley, ILS/ISAS members | Closed |

# 1. Call to Order and Introductions

The ILS/ISAS 2023 Virtual Annual Meeting was called to order on June 16, 2023 at 9:01 AM EDT.

**Introductions**

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

|  |  |
| --- | --- |
| **Members Present**  Jaap Hogeling (Chair)  Jonathan Humble  Patrick Marks  Paolo Tronville  **Members Not Present**  None | **Staff Present**  Ryan Shanley, MOS-I, Staff Liaison  **Guests Present**  Drake Erbe (Chair, U.S. TAG to ISO/TC 163; Vice Chair, ISI Task Force)  Danny Halel (Chair, U.S. TAG to ISO/TC 86)  Dennis Knight (Chair, U.S. TAG to ISO/TC 59/SC 13)  Jon Rajala (Chair, U.S. TAG to ISO/TC 142) |

# 2. Adoption of the Agenda

An agenda was not circulated prior to the meeting. No agenda was presented.

# 3. ILS/ISAS Membership

Jonathan Humble’s term on ILS/ISAS will end on June 30th, 2023. The appointments for the 2023-2024 Society Year (with term end year) are listed below:

* Jaap Hogeling – Chair (2026)
* Drake Erbe (2027)
* Daniel Nall (2027)
* Phillip Naughton (2027)
* Paolo Tronville (2027)

# 4. Approval of Minutes – March 2023 Virtual

The draft minutes of the March 6th, 2023 virtual meeting will be reviewed and voted for approval at a future meeting.

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

The ASHRAE Board of Directors (BOD) voted unanimously during the May 22nd, 2023, meeting to approve the formation of a new standing committee named Global Technical Interaction Committee (GTIC) reporting to Technology Council and implement this by approving the new Rules of the Board proposed by the International Standards Interaction (ISI) Task Force; the standing committee will formally become active on July 1st, 2023.

The ISI Task Force has previously prepared a draft Manual of Procedures (MOP), a draft MOP Reference Manual, and recommendations to the ASHRAE President–Elect for membership appointments to the GTIC. The MOP will be reviewed and considered for approval by the Technology Council Operations Subcommittee in Tampa; the Reference Manual may be revised by the GTIC as deemed appropriate.

At the time of the meeting, the President–Elect’s appointments to the GTIC were not available. Membership recommendations from the ISI Task Force included appointment of the vice-chairs of Standards Committee (StdC) and the Technical Activities Committee (TAC); they would serve as members of the GTIC for the duration of their tenure as vice-chair on their respective committees (typically one year). All other members of the GTIC would be elected to four-year terms by the Board of Directors. The chairs of the five U.S. TAGs administered by ASHRAE were also recommended to be appointed to the GTIC. The Standards Committee vice-chair is envisioned to serve as the primary liaison between the GTIC, StdC, and ILS/ISAS.

As previously reported, the draft Reference Manual proposes the formation of three GTIC subcommittees focused on outreach to ASHRAE chapters, technical committees, and project committees. It is intended that these subcommittees will allow for the participation of more members outside of the standing committee membership. The functions and specific responsibilities of these subcommittees will be further defined once the GTIC becomes active and the membership is determined.  
The ISI Task Force will hold a hybrid meeting during the 2023 ASHRAE Annual Conference in Tampa, FL, on Friday, June 23rd, 2023. A meeting schedule for the GTIC will be established once the committee has been convened and the membership appointed.

# 6. Discussion of Future Structure and Role of ILS/ISAS under Standards Committee

An action item was previously assigned to the ILS/ISAS membership to consider what the status and future of ILS/ISAS should be given the formation of the above outlined GTIC standing committee. It was determined that a review and analysis of the current ILS/ISAS procedures is needed to determine what responsibilities should be transferred to the GTIC, what functions must remain within the scope of Standards Committee (due to ANSI requirements), and other general revisions to the ILS/ISAS procedures. It was noted that most of the intersociety representative liaison duties outlined by the Standards Committee Reference Manual are currently handled by other bodies within ASHRAE; these are an example of responsibilities which can be removed from the ILS/ISAS scope. Responsibility for approval of travel reimbursement requests for U.S. TAG members to attend ISO meetings will be transferred to the GTIC, as the funding for this function has been transferred to the GTIC from Standards Committee. ASHRAE standards staff has begun a preliminary review of the Standards Committee MOP and Reference Manual to identify procedures which need to be reassigned, removed, or revised.

# 7. Review of Action Items from March 2023 Interim Virtual Meeting

Open action items assigned during the March 2023 Virtual Interim Meeting were reviewed and modified as needed. No open actions remain from meetings prior to the March 2023 Interim Virtual Meeting.

# 8. Review of New Action Items and Other Business

The new and modified action items assigned at this meeting were reviewed. One action item from the prior meeting was closed out, and one new action item was assigned. D. Knight reported the following items for ILS/ISAS information:

* D. Knight has been asked by the Task Force on Building Decarbonization (TFBD) to determine if there are regions or jurisdictions using or writing and promoting abbreviations forms of ASHRAE standards, such as ASHRAE Standard 90.1. As an example, Mexico has created a simplified version of ASHRAE Standard 90.1 focused primarily on energy efficiencies of systems and is suggesting that it be used as a minimum standard by design professionals. Mexico does not have a national building code with the exception of for life safety. It is proposed that ASHRAE could create additional non-ANSI consensus standards (similar to the process used for ASHRAE Standard 241); this would allow for quicker development of standards for use by other jurisdictions.
* Interest has been expressed in creating a building performance standard for Ghana, which may or may not go through the ANSI process.
* ASHRAE is considering developing simple minimum mandatory language standards based on the ASHRAE Advanced Energy Design Guides (AEDGs) for use/adoption outside of the United States. It is important to examine if other jurisdictions are using ASHRAE resources in a piece-meal manner and how ASHRAE can better holistically support the use of these resources.

# 9. New Business

No new business was presented for discussion.

# 10. Next Meeting

A poll will be circulated to schedule a virtual meeting the week of October 16th, 2023.

# 11. Adjournment

The meeting was adjourned at 10:11 AM EDT.

# APPENDIX TO MEETING MINUTES

**APPENDIX A**

| **UPCOMING ISO TECHNICAL COMMITTEE, SUBCOMMITTEE, WORKING GROUP MEETINGS (CURRENT AS OF JUNE 16TH, 2023)** | | | |
| --- | --- | --- | --- |
| **COMMITTEE** | **COMMITTEE TITLE** | **DATE** | **LOCATION** |
| ISO/TC 205/AG 1 | Joint Advisory Group ISO/TC 163 – ISO/TC 205: Coordination of ISO 52000 family | 20 June 2023 | Virtual |
| ISO/TC 86/SC 1/WG 1 | Safety and environmental requirements for refrigerating systems and heat pumps | 21 June 2023 to  22 June 2023 | Tampa, FL, USA |
| ISO/TC 163/SC 2/WG 17 | Detailed calculation for thermal performance of windows, doors and shading devices | 22 June 2023 | Virtual |
| ISO/TC 86/SC 1 | Safety and environmental requirements for refrigerating systems | 23 June 2023 | Tampa, FL, USA |
| ISO/TC 86/SC 8/MA (Flammability Task Force) | ISO 817 Maintenance Agency (Flammability Task Force) | 25 June 2023 | Tampa, FL, USA |
| ISO/TC 86/SC 8/MA (D&N Task Force) | ISO 817 Maintenance Agency (Designation and Nomenclature Task Force) | 25 June 2023 | Tampa, FL, USA |
| ISO/TC 86/SC 8/MA (Toxicity Task Force) | ISO 817 Maintenance Agency (Toxicity Task Force) | 26 June 2023 | Tampa, FL, USA |
| ISO/TC 86/SC 8/MA | ISO 817 Maintenance Agency | 27 June 2023 | Tampa, FL, USA |
| ISO/TC 59/SC 13/WG 13 | Implementation of collaborative working over the asset lifecycle | 28 June 2023 | Virtual |
| ISO/TC 86/WG 6/WG 12 | Heat pump water heaters | 3 July 2023 to  4 July 2023 | 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 | 11 July 2023 | Virtual |
| ISO/TC 86/SC 8/TF 1 | ISO 817 Technical Alignment | 13 July 2023 | Virtual |
| ISO/TC 86/SC 6/WG 1 | Air-source air-conditioners and heat pumps | 18 July 2023 to  19 July 2023 | Virtual |
| ISO/TC 86/SC 6/AHG | Ad Hoc Group on definitions of terms for different types of products | 29 August 2023 | Virtual |
| ISO/TC 86/SC 7/WG 3 | Commercial refrigerated display cabinets | 11 September 2023 | Virtual |
| ISO/TC 142 | Cleaning equipment for air and other gases | 20 September 2023 to 22 September 2023 | Seoul, South Korea |
| ISO/TC 163  ISO/TC 205 | Thermal performance and energy use in the built environment Building environment design | 25 September 2023 to 29 September 2023 | Peachtree Corners, GA, USA |
| ISO/TC 205 | Building environment design (Plenary #1) | 26 September 2023 | Peachtree Corners, GA, USA |
| ISO/TC 163/SC 3 | Thermal insulation products, components and systems | 27 September 2023 | Peachtree Corners, GA, USA |
| ISO/TC 163/SC 2 | Calculation methods | 27 September 2023 | Peachtree Corners, GA, USA |
| ISO/TC 163/SC 1 | Test and measurement methods | 28 September 2023 | Peachtree Corners, GA, USA |
| ISO/TC 163 | Thermal performance and energy use in the built environment (Plenary #1) | 28 September 2023 | Peachtree Corners, GA, USA/Virtual |
| ISO/TC 163 – ISO/TC 205 | Joint Plenary ISO/TC 163, Thermal performance and energy use in the built environment ISO/TC 205, Building environment design | 29 September 2023 | Peachtree Corners, GA, USA |
| ISO/TC 163 | Thermal performance and energy use in the built environment (Plenary #2) | 29 September 2023 | Peachtree Corners, GA, USA/Virtual |
| ISO/TC 205 | Building environment design (Plenary #2) | 29 September 2023 | Peachtree Corners, GA, USA |
| ISO/TC 86/SC 8 | Refrigerants and refrigeration lubricants | 24 October 2023 to 26 October 2023 | Berlin, Germany/ Virtual |