



Minutes
Chapter Technology Transfer Committee
2025 Annual Conference - Phoenix

Friday, June 20, 2025			
CTTC	8:00am – 12:00pm	Sheraton, Alhambra (Level 2)	Hybrid
Member Services Subcommittee	1:00pm – 5:00pm	Sheraton, Alhambra (Level 2)	In-person
Operations Subcommittee	1:00pm – 5:00pm	Sheraton, Camelback B (Level 2)	In-person
Saturday, June 21, 2025			
Executive Subcommittee	8:00am – 9:00am	Sheraton, Alhambra (Level 2)	In-person
CTTC	9:00am – 12:00pm	Sheraton, Alhambra (Level 2)	Hybrid

Action Items

#	Assignment	Status	Action Item
1	Staff		Get Tech Hour views by year for the past two years
2	Staff		Update DL topic page by July 1
3	Staff		Update number of ASHRAE Regions mentioned on DL page
4	Staff and Member Services Subcommittee		Review DL bios for ‘rn/’ issues and work with ASHRAE IT to correct
5	DL WG		Finalize guidance documents
6	Staff		Get itemized breakdown of Orlando DL Mixer cost
7	DL WG		Review sponsors for DL Mixer for both Annual and Winter Conferences
8	Award WG		Review and determine if the Energy Genius Award is a Regional or Society-level award
9	Staff		Pull presentation statistics for the Energy Genius Award
10	DL WG		Review exactly what is desired from the digital DL Evaluation Form regarding customized links for individual speaker presentations
11	Staff		Streamline PPTs listed on this page and link to hosting committee pages instead of directing to the PPT
12	Staff		Implement review of all documents and implement any changes/deletions to webpages
13	Staff		Review if Sharepoint is the best place to host Tech Hour document. If so, make sure all subcommittee members have access.
14	Liz		Follow up these Tech Hour topics for 25-26: <ul style="list-style-type: none"> 1. Devin Abellon 2. Tracey Jumper 3. YEA – empowering workforce or relative topic
15	Erik		Put together Kick-Off slides for review at fall mid-year call
16	Staff		Update the CTTC Calendar with the Technology Award Deadlines

Motions

#	Motion	Vote
1	CTTC moves to offer both the Psychrometric Chart and the associated software to ASHRAE Members for free.	12-3-2 CNV motion fails
2	CTTC moves to increase the budget by \$50,000 for the DL program, effective July 1, 2025.	14-0-1 CNV
3	That the Regional Technology Awards submissions recommended to be submitted by February 1.	4-5-0 CNV motion fails

Attendance

- Members present: Daniel, Heric, Elizabeth, Murat, Abhi, Stephanie, Don, Matthew, Eric, Kevin, Steven, Nikola, Matt (Eileen Jensen), Esteban, Sivakumar, Conor, Krishna, Osama, Kenneth, and Wei
- Members absent: David Griffin

Full Committee Agenda – Friday, June 20, 2025

1. **Call to Order** – Redmond
2. **Roll Call/Introduction of Guests** – Redmond
3. **ASHRAE Value Statement** – Redmond
 - a. *In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.*
 - b. **Code of Ethics** - <https://www.ashrae.org/about/governance/code-of-ethics>
 - c. **Core Values** - <https://www.ashrae.org/about/ashrae-s-core-values>
 - d. **Diversity Statement** - <https://www.ashrae.org/about/diversity-equity-and-inclusion-dei>
4. **Review of Agenda** – Redmond
5. **Approval of Minutes** – February 7-8, 2025 at 2025 Winter Conference – Redmond (**Attachment A**)
 - a. Matthew moved to approve the minutes, Osama seconded. Vote: 16-0-1 CNV
6. **Special Reports**
 - a. BOD Ex-Officio – Wei Sun (**Attachment B**)
 - i. Membership Model: the cost of students transitioning to non-student membership will be more expensive under the proposed plan (due to elimination of the SmartStart Program). Should consult with YEA.
 - b. Certification – Marianna Vallejo, Certification Committee Incoming 2nd Vice Chair (**Attachment C**)
 - i. Established a task force for certification training guide to help prepare
 - c. Communications – Thursten Simonsen
 - i. Basecamp – ran into issue of running out of space, but we were able to double storage space for the same price
 - ii. How to provide guidance on AI and looking for input
7. **Review of Action Items** – Redmond (**Attachment D**)
 - a. Digital evaluation form:
 - i. A way for chapters to enter location, chapter, presenter, and presentation name and have a customized link created to provide attendees, as opposed to one link with a blank evaluation form. Have Member Services Subcommittee review
 - ii. Still push out what we have with a July 1, 2025 launch date.
8. **Review of Regional Statistics** – Redmond (**Attachment E**)
9. **CRC Motion Referrals** – Redmond
 - a. No referred motions from the Spring 2025 CRCs
10. **Status of 2024-25 MBOs** – Redmond (**Attachment H**)

- a. **Action Item #1:** Staff to get Tech Hour views by year for the past two years
- b. Digital feedback forms: make sure attendees are well aware of the digital forms

11. **Old Business** – Redmond

- a. The Honors & Awards Committee approved our motion to give the same number of DSA/ESA points to Society Technology Award judges, regardless of whether they are a current CTTC member. This updated has been made to the DSA/ESA point tally form.
- b. Tabled motion from 2025 Winter Conference in Orlando: Connor moved that CTTC recommends that the psychrometric chart and software be free to the world. Osama seconded.
 - i. Heric moved to table this motion. Abhi second. Need a financial impact.
 - ii. This was proposed to the Publication and Education Council for consideration.
 - iii. New motion moved by Conor and seconded by Osama: CTTC moves to offer both the Psychrometric Chart and the associated software to everyone in the world, within the next 2 years, with a particular emphasis of encouraging educational institutes to offer this free to students.
 - 1. Background: Psychrometrics is the fundamental starting point in managing the physical condition of air in terms of temperature and moisture content. Offering this as part of the ASHRAE brand and global reach is an obvious initiative. As part of ASHRAE’s stated vision of “a healthy and sustainable built environment for all we want ASHRAE to be the GO TO source of trusted source of scientific information. We need to promote the ASHRAE brand as part of HVAC&R education, become more international with a truly global reach and impact, leveraging emerging technologies. We want ASHRAE to be seen as a fundamental driver in “Climate Change – Challenge Accepted” As part of Climate Rebalancing and the move to a circular economy, we want ASHRAE to be seen at the core of HVAC&R education. Awareness leads to Behavioral change and education is key to this.
 - 2. Fiscal Impact: The basic Psychrometric chart itself is like the Periodic Table so has not changed, ever. The cost of making the chart available is printing only. However the expected cost of developing the software as an open source program is estimated at \$20,000, unless sponsored by a institution or company.
 - a. Heric moved to amend the motion and Matthew seconded: CTTC moves to offer both the Psychrometric Chart and the associated software to ~~everyone in the world~~ ASHRAE members, within the next 2 years, with a particular emphasis of encouraging educational institutes to offer this free to students.
 - b. Eileen moved to amend the amended motion and Abhi seconded: CTTC moves to offer both the Psychrometric Chart and the associated software to ~~everyone in the world~~ ASHRAE members for free, within the next 2 years. ~~with a particular emphasis of encouraging educational institutes to offer this free to students.~~
 - i. Vote on the amended motion: 16-1-0 CNV
 - c. Stephanie moved to amend the motion and Don seconded: CTTC moves to offer both the Psychrometric Chart and the associated software to ASHRAE Members for free, ~~within the next 2 years.~~
 - i. Vote on amended motion: 12-3-2 CNV
 - d. Vote on the new **Motion #1**: CTTC moves to offer both the Psychrometric Chart and the associated software to ASHRAE Members for free.
 - i. Vote: 12-3-2 CNV motion fails

Full Committee Agenda – Saturday, June 21, 2025

- 1. **Call to Order** – Redmond
- 2. **ASHRAE Value Statement** – Redmond

- a. *In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.*
 - b. **Code of Ethics** - <https://www.ashrae.org/about/governance/code-of-ethics>
 - c. **Core Values** - <https://www.ashrae.org/about/ashrae-s-core-values>
 - d. **Diversity Statement** - <https://www.ashrae.org/about/diversity-equity-and-inclusion-dei>
3. **Roll Call/Introduction of Guests** – Redmond
4. **Review of Agenda** – Redmond
5. **Subcommittee Reports**
 - a. Member Services – Holmes (**Attachment F**)
 - i. **Motion #2:** CTTC moves to increase the budget by \$50,000 for the DL program, effective July 1, 2025.
 1. Background: To support and enhance the implementation of the new strategic plan specifically items 2 and 3. CTTC has seen a significant increase of the usage of the program, underscoring the value of the existing program, and to meet the increased demand DL usage after February. This would add approximately 20 DL allocated visits annually. Without meeting the number of allocated visits for the current 24-25 SY, we exceeded our DL travel budget.
 2. Fiscal Impact: \$50,000
 3. Staff Impact: Workload to manage additional DL visits
 4. Subcommittee vote: Matt moves, Abhi seconds 8-0-0 CNV
 5. Ken moves the motion for the full committee vote: 14-0-1 CNV
 - ii. **Action Item #2:** Staff to update DL topic page by July 1
 - iii. **Action Item #3:** Staff to update number of ASHRAE Regions mentioned on DL page
 - iv. **Action Item #4:** Staff and subcommittee to review DL bios for ‘rn/’ issues and work with ASHRAE IT to correct
 - v. **Action Item #5:** DL Working Group to finalize guidance documents
 - vi. **Action Item #6:** Staff to get itemized breakdown of Orlando DL Mixer cost
 - vii. **Action Item #7:** DL Working Group to review sponsors for DL Mixer for both Annual and Winter Conferences
 - viii. **Motion #3:** That the Regional Technology Awards submissions recommended to be submitted by February 1.
 1. Vote: 4-5-0 CNV motion fails
 - ix. **Action Item #8:** Award Working Group to review and determine if the Energy Genius Award is a Regional or Society-level award
 - x. **Action Item #9:** Staff to pull presentation statistics for the Energy Genius Award
 - xi. **Action Item #10:** DL Working Group to review exactly what is desired from the digital DL Evaluation Form regarding customized links for individual speaker presentations
 - b. Operations – Zakelj (**Attachment G**)
 - i. **Action Item #11:** Staff to streamline PPTs listed [on this page](#) and link to hosting committee pages instead of directing to the PPT
 - ii. **Action Item #12:** Staff to implement review of all documents and implement any changes/deletions to webpages
 - iii. **Action Item #13:** Staff to review if Sharepoint is the best place to host Tech Hour document. If so, make sure all subcommittee members have access.
 - iv. **Action Item #14:** Liz to follow up these Tech Hour topics for 25-26:
 1. Devin Abellon
 2. Tracey Jumper
 3. YEA – empowering workforce or relative topic

- v. **Action Item #15:** Erik to put together Kick-Off slides for review at fall mid-year call
- vi. **Action Item #16:** Staff to update the CTTC Calendar with the Technology Award Deadlines

6. **Change of Chair** – Redmond/Holmes

- a. Recognition of outgoing members:
 - i. Daniel Redmond – Chair
 - ii. Matt Parkes – Region XI RVC
 - iii. Osama Khayata – Region-at-Large RVC
 - iv. Wei Sun – BOD Ex-Officio
- b. Recognition of current members changing roles:
 - i. Heric Holmes – 1st Vice Chair to Chair
 - ii. Liz Zakelj – 2nd Vice Chair to 1st Vice Chair
 - iii. Abhi Khurana – Region II RVC to 2nd Vice Chair
 - iv. Sivakumar Gadam – Region XIII RVC to Tech Hour Coordinator
- c. Recognition of incoming members:
 - i. Mike Boudreau – Region II RVC
 - ii. Sierra Spitulski – Region XI RVC
 - iii. Hung-Wen Lin – Region XIII RVC
 - iv. Mohamed Heider – Region-at-Large RVC
 - v. Charles Bertuch – BOD Ex-Officio
- d. Appointment of 2025-26 subcommittees and mentors – Holmes ([Attachment I](#))
- e. 2025-26 MBOs – Holmes ([Attachment J](#))

7. **Next Meeting** – January 30-31, 2026 at the 2026 ASHRAE Winter Conference in Las Vegas, Nevada

8. **Adjournment**



Minutes
Chapter Technology Transfer Committee

Friday, February 7, 2025			
CTTC	8:00am – 12:00pm	Hilton Orlando, Lake Mizell B	Hybrid
Member Services Subcommittee	1:00pm – 5:00pm	Hilton Orlando, Lake Mizell B	In-person
Operations Subcommittee	1:00pm – 5:00pm	Hilton Orlando, Lake Louise B	In-person
Saturday, February 8, 2025			
Executive Subcommittee	8:00am – 9:00am	Hilton Orlando, Lake Mizell B	In-person
CTTC	9:00am – 12:00pm	Hilton Orlando, Lake Mizell B	Hybrid

Action Items

# – Pg.	Assignment	Status	Action Item
1 – 4	RVCs and Staff		Remind Chapter CTTC Chairs and DLs to submit DL forms for <u>all</u> DL visits – both allocated and non-allocated. We want to make sure that DLs are getting credit for every visit whether the transportation is reimbursed or not.
2 – 4	RVCs		Every Region needs to test the digital DL Evaluation Form this spring so it will be ready to launch for the 25-26 SY. Regions V and XI have completed testing.
3 – 4	Staff and DL WG		Staff to review DL travel policy and insurance coverage. DL Working Group to review in Phoenix.
4 – 4	Award WG		Determine entry deadline for the Energy Genius Award
5 – 4	DL WG	In progress – RVC's will not disclose the number of DL visits remaining so we can track how many requests are received after all allocations are used	Review regional allocations document
6 – 4	Abhi	In progress	Create a transition document that outgoing RVCs can follow when training their incoming RVC
7 – 4	Award WG and Staff	In progress	Review the Tech Award website, including an information regarding feedback or what makes a successful entry
8 – 4	Matthew, Murat, and David	In Progress; reviewing and will present update in Phoenix	Tech Award judging to put together ideas for new judging criteria for retro-commissioning entries.
9 – 4	CTTC Workshop WG		Develop a new CTTC annual webinar and corresponding timeline
10 – 4	DL WG		Develop a 1-page document for DLs with guidance and tips on presenting to students

11 – 4	DL WG		Remind chapters to communicate to DLs who their audience will be and what level of presentation is preferred (i.e. basic, intermediate, advanced)
12 – 4	Conor and Kevin		Review CRC PPT for any updates
13 – 4	Liz		Email Operations Subcommittee her Tech Hour topic list
14 – 4	Operations Subcommittee	In progress; Liz and Ken made a list and will review a schedule; list has been added to Basecamp; Eric will support and create pings/reminders in Basecamp when it is time for an item to be reviewed	Make a list of CTTC-related items/forms/documents that need regular maintenance and select a time when that review occurs
15 – 5	Video Ad Hoc (Ken, Matthew, and Abhi)		Ad hoc for short recorded videos (idea from Doug Zentz)
16 – 5	DL WG		Digitize DL Summary Report and review to determine if a separate form is needed for virtual visits
17 – 5	DL WG and Conor/Kevin		Encourage communication between the DL and chapter to discuss presentation length. Add to the CRC PPT and CTTC webinar.

Motions

# – Pg.	Motion	Vote
1 – 3	That CTTC recommends that the psychometric chart and software be free to the world.	Tabled – need financial impact
2 – 3	To give the same number of points to DSA/ESA for serving as a Society judging member of the Technology Awards. Give back credit to all members that have participated in the past for the commitment to providing their volunteer time to the committee.	19-0-0 CNV
3 – 4	To create a new Technology Awards subcommittee chapter chair position in the CIQ. The position would be called Chapter Technology Awards Subcommittee Chair.	3-12-1 CNV
4 – 4	To add virtual centralized training for the CTTC position.	1-16-2 CNV
6 – 5	The Argentina Chapter recommends to CTTC to increase the maximum number of Distinguished Lecturers (DL) allocated visits so that each Region has 1.5 DL allocated visits per chapter, beginnings July 1, 2026.	3-13-0 CNV
7 – 5	Colombia Chapter recommends to CTTC to train Distinguished Lecturers (DLs) on how to better present to students on technical and non-technical topics at universities and in Student Branches, effective July 1, 2025.	19-0-0 CNV

Attendance

- All members present: Daniel, Heric, Elizabeth, Murat, Abhi, Stephanie, Don, Matthew, Eric, Kevin, Steven, David, Nikola, Matt, Esteban, Sivakumar, Conor, Krishna, Osama, John, Kenneth, and Wei

Full Committee Agenda – Friday, February 7, 2025

1. **Call to Order** – Redmond

2. **Roll Call/Introduction of Guests** – Redmond
3. **ASHRAE Value Statement** – Redmond
 - a. *In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.*
 - b. **Code of Ethics** - <https://www.ashrae.org/about/governance/code-of-ethics>
 - c. **Core Values** - <https://www.ashrae.org/about/ashrae-s-core-values>
 - d. **Diversity Statement** - <https://www.ashrae.org/about/diversity-equity-and-inclusion-dei>
4. **Roll Call/Introduction of Guests** – Redmond
5. **Review of Agenda** – Redmond
6. **Approval of Minutes** – June 21-22, 2024 during 2024 Annual Conference – Redmond (**Attachment A**)
 - a. John moved to approved, and Matthew seconded. Vote: unanimous approval
7. **Special Reports**
 - a. BOD Ex-Officio – Wei Sun (**Attachment K**)
 - b. Planning Committee – Samir Traboulsi (**Attachment I**)
 - i. New ASHRAE Strategic Plan
8. **Review of Action Items** – Redmond (**Attachment B**)
9. **Review of Regional Statistics** – Redmond (**Attachment D**)
10. **CRC Motion Referrals** – Redmond (**Attachment E**)
 - a. Five CRC motions were referred to CTTC by Members Council. Each motion was referred to a CTTC subcommittee, which was discussed during their mid-year calls.
 - b. Upon further discussion, the subcommittees will review again during their meetings this afternoon and we will make final decisions during our meeting tomorrow.
11. **Internal Motions:**
 - a. **Motion #1:** Connor moves that CTTC recommends that the psychometric chart and software be free to the world. Osama second.
 - i. Heric moves to table this motion. Abhi second. Need a financial impact.
 - b. **Motion #2:** Matthew moves to give the same number of points to DSA/ESA for Judging member of the Technology Awards. Give back credit to all members that have participated in the past for the commitment to providing their volunteer time to the committee. Kevin second.
 - i. Background: Right now the form is only giving points to Judging member of the Technology Awards (excluding members of CTTC). This is still a volunteering of your time to this. This volunteer is not required to do this as a CTTC member.
 - ii. Vote: 19-0-0 CNV

Full Committee Agenda – Saturday, February 8, 2025

1. **Call to Order** – Redmond
2. **ASHRAE Value Statement** – Redmond
 - a. *In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.*
 - b. **Code of Ethics** - <https://www.ashrae.org/about/governance/code-of-ethics>
 - c. **Core Values** - <https://www.ashrae.org/about/ashrae-s-core-values>
 - d. **Diversity Statement** - <https://www.ashrae.org/about/diversity-equity-and-inclusion-dei>
3. **Roll Call/Introduction of Guests** – Redmond

4. **Review of Agenda** – Redmond

5. **Subcommittee Reports**

a. Member Services – Holmes (**Attachment F**)

i. New action items:

1. **Action Item #1:** Remind Chapter CTTC Chairs and DLs to submit DL forms for all DL visits – both allocated and non-allocated. We want to make sure that DLs are getting credit for every visit whether the transportation is reimbursed or not.
2. **Action Item #2:** Every Region needs to test the digital [DL Evaluation Form](#) this spring so it will be ready to launch for the 25-26 SY. Regions V and XI have completed testing.
3. **Action Item #3:** Staff to review DL travel policy and insurance coverage. DL Working Group to review in Phoenix.
4. **Action Item #4:** Awards Working Group to determine nomination deadline for the Energy Genius Award

ii. Existing action items that have not been completed:

1. **Action Item #5:** DL Working Group to review regional allocations document
2. **Action Item #6:** Abhi to create a transition document that outgoing RVCs can follow when training their incoming RVC
3. **Action Item #7:** Award Working Group and Staff to review the Tech Award website, including an information regarding feedback or what makes a successful entry
4. **Action Item #8:** Tech Award judging to put together ideas for new judging criteria for retro-commissioning entries.

b. Operations – Zakelj (**Attachment G**)

i. New action items:

1. **Action Item #9:** CTTC Workshop Working Group to develop a new CTTC annual webinar and corresponding timeline
2. **Action Item #10:** DL Working Group to develop a 1-page document for DLs with guidance and tips on presenting to students
3. **Action Item #11:** DL Working Group to remind chapters to communicate to DLs who their audience will be and what level of presentation is preferred (i.e. basic, intermediate, advanced)
4. **Action Item #12:** Conor and Kevin to review CRC PPT for any updates

ii. Existing action items that have not been completed:

1. **Action Item #13:** Liz to email subcommittee her Tech Hour topic list
2. **Action Item #14:** Operations Subcommittee to make a list of CTTC-related items/forms/documents that need regular maintenance and select a time when that review occurs

6. **CRC Motion Referrals** – Redmond (**Attachment E**)

a. Follow-up discussion regarding the five CRC referred motions. Full details included in Attached E, and a summary provided below:

i. **Motion #3:** To create a new Technology Awards subcommittee chapter chair position in the CIQ. The position would be called Chapter Technology Awards Subcommittee Chair.

1. CTTC Vote: 3-12-1 CNV, motion fails
2. CTTC Comments: In the spirit of society streamlining chapter operations, per society strategic plan, technology awards should be initiated at the chapter level through collaboration between CTTC chair and Honors & Awards chair. [this would be redundant to add specific Chapter Technology Awards chair]

ii. **Motion #4:** To add virtual centralized training for the CTTC position.


1. CTTC Vote: 1-16-2 CNV, motion fails

2. CTTC Comments: CTTC supports the intent of this motion. They have created a Working Group to create an annual webinar for CTTC Chapter Chairs that will reinforce what is taught at the CRCs.
- iii. Motion: That Staff provide a summary of the chapter speaker review online form with names and emails to the Chapter CTTC Chair within a week of the program.
 1. CTTC Comments: complete – this is already available
- iv. **Motion #5:** The Argentina Chapter recommends to CTTC to increase the maximum number of Distinguished Lecturers (DL) allocated visits so that each Region has 1.5 DL allocated visits per chapter, beginnings July 1, 2026.
 1. CTTC Vote: 3-13-0 CNV, motion fails
 2. CTTC Comments: Based on our DL travel budget we are looking at adding five allocated visits to the current SY and then giving those extra visits to Regions outside of North America for the next SY.
- v. **Motion #6:** Colombia Chapter recommends to CTTC to train Distinguished Lecturers (DLs) on how to better present to students on technical and non-technical topics at universities and in Student Branches, effective July 1, 2025.
 1. Amended motion: Colombia Chapter recommends to CTTC to ~~train~~ provide guidance and tips to Distinguished Lecturers (DLs) on how to better present to students on technical and non-technical topics at universities and in Student Branches, effective July 1, 2025.
 2. CTTC Vote: 19-0-0 CNV
7. **Status of 2024-25 MBOs** – Redmond ([Attachment H](#))
8. **New Business** – Redmond
 - a. A chapter asked if we could digitize the PDH sign-in sheet. They've had multiple issues with not being able to read handwriting and feel like a digital sign-in sheet would streamline the process. Should this be overseen at our level, or give the chapters the ability to create their own?
 - i. Keep it at the local level, especially since PDH requirements can vary by state.
 - ii. Those PDH forms should be archived locally in the event of audits.
 - iii. Some sample PDH forms have been uploaded to Basecamp.
9. **Remarks**
 - a. Membership Promotion – Ershed Jaman
10. **Open Discussion**
 - a. **Action Item #15:** Ad hoc for short recorded videos (idea from Doug Zentz); Ken (Chair), Matthew, Abhi
 - b. **Action Item #16:** Is a different DL Summary Report needed for virtual visits? Not everything on the current DL Summary Report is applicable for virtual visits. Digitize this as well. Add to DL Working Group to review.
 - c. **Action Item #17:** Encourage communication between the DL and chapter to discuss presentation length. Add to the CRC PPT and CTTC webinar.
 - d. Look at adding dedicated time for DL comments on the Saturday CTTC agenda.
 - e. Reasoning behind current number of DLs on the roster. Should more DLs be added so local chapters have more DLs to pick from? CTTC RVCs are putting together Regional Speaker Lists that could assist with finding local speakers that aren't necessarily DLs.
11. **Executive Session**
 - a. Approval of award recipients (Dan Mills Chapter Programs Award and Donald A. Siller Refrigeration Award). Vote: 15-1-0 CNV
 - b. Distinguished Lecturer roster for SY 25-26. Vote: 16-0-0 CNV
12. **Next Meeting** – June 20-21, 2025 at the 2025 ASHRAE Annual Conference in Phoenix, Arizona
13. **Adjournment**



1

ASHRAE Policies



[ABOUT](#) | [TECHNICAL RESOURCES](#) | [PROFESSIONAL DEVELOPMENT](#) | [CONFERENCES](#) | [COMMUNITIES](#) | [MEMBERSHIP](#)

Code of Ethics

We will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and we shall avoid all real or perceived conflicts of interest.

Harassment and Discrimination

ASHRAE strictly prohibits and does not tolerate discrimination against members or applicants for membership because of such individual's race, color, religion, age, sex, sexual orientation, national origin, physical or mental disability, pregnancy, genetic information, veteran status, uniformed service member status, or any other category protected under applicable law.

Commercialism

ASHRAE's Commercialism Policy allows for Society activities that fulfill the mission of technological advancement with adherence to business plans that generate income to offset operational expenses such as AHR Exposition, ASHRAE periodicals, website, and Society conference events such as the Welcome Party, luncheons, registration kits, and receptions.

Value Statement

In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.

2

Marketing Central

[ABOUT](#)


[TECHNICAL RESOURCES](#)

[PROFESSIONAL DEVELOPMENT](#)

[CONFERENCES](#)


[COMMUNITIES](#)

[MEMBERSHIP](#)



MARKETING CENTRAL

ASHRAE has a **NEW TAGLINE!** Shaping Tomorrow's **Global** Built Environment Today.



Shaping Tomorrow's Global
Built Environment Today

Download at [Marketing Central](#)

3

2025-28 ASHRAE Strategic Plan

[ABOUT](#)


[TECHNICAL RESOURCES](#)

[PROFESSIONAL DEVELOPMENT](#)

[CONFERENCES](#)

[COMMUNITIES](#)

[MEMBERSHIP](#)



1
 Position ASHRAE as the **global leader** in advanced solutions to improve indoor environmental quality (IEQ) and address climate change.

2
 Pursue **impact-focused engagement** by targeting stakeholders to support a strong workforce and maximize utilization, adherence, and trust of ASHRAE's global expert resources.

3
 Increase the **accessibility** of ASHRAE content, resources, and member opportunities.

OBJECTIVES

- a. Lead the development of widely adopted standards to support indoor environmental quality, decarbonization, and resilience.
- b. Develop alliances and diverse working groups that position ASHRAE to lead and collaborate globally in identifying challenges, defining solutions, and developing approaches to address them.
- c. Develop resources based on member needs and industry trends.


- a. Tailor and target engagement and resources to ASHRAE members and defined key stakeholders.
- b. Provide guidance to targeted stakeholders on impactful ways to maximize the positive downstream effect of their engagement on the built environment.
- c. Empower professionals in their journey to maximize industry impact in support of ASHRAE's mission and vision.
- d. Pursue partnerships to amplify the impact of ASHRAE's mission and support the HVAC&R and built environment workforce.


- a. Identify and address structural, content, and financial barriers to access.
- b. Align communication and delivery methods and formats to enhance accessibility and effectiveness of content, resources, and volunteer opportunities.
- c. Strengthen communication channels with and through chapters and regions to empower contribution to the Society as thought partners in adapting resources to local context and needs.

4

2025-28 ASHRAE Strategic Plan


[ABOUT](#)
[TECHNICAL RESOURCES](#)
[PROFESSIONAL DEVELOPMENT](#)
[CONFERENCES](#)
[COMMUNITIES](#)
[MEMBERSHIP](#)






Healthy, Sustainable and Resilient Communities

Providing a healthy, productive and resilient indoor environment, while minimizing greenhouse gas emissions, is critical to today's built environment. Further, global stakeholders' leveraging of ASHRAE's standards and technical resources presents an opportunity for ASHRAE to solidify global leadership in supporting healthy, sustainable and resilient communities. ASHRAE prioritizes timely identification of industry trends, expedient content development, and forges key partnerships to advocate and collaborate with industry.




Empowered Workforce

The development of a skilled, competent, and solutions-oriented workforce is critical to addressing the challenges facing the built environment and the HVAC&R industry, today and in the future. ASHRAE continues to provide educational and professional development resources. Our members and industry partners need these tools to implement key initiatives such as decarbonization, resiliency, and indoor environmental quality goals and policies. ASHRAE, with the support of our chapters and regions, partners with key industry stakeholders in tackling the unique workforce challenges facing the industry globally.



Organizational Agility

ASHRAE's ability to serve communities, the industry, the current and future workforce, and provide value to its volunteer members, is dependent on forward-looking products, services, and solutions. ASHRAE will use emerging technologies to support the development of resources and knowledge flow between ASHRAE's chapters, regions, technical bodies, and the industry, harnessing organizational and operational efficiencies.



Emerging Technologies

In today's rapidly evolving landscape, emerging technologies are revolutionizing the built environment and HVAC&R industry, expanding numerous career opportunities. By combining technological advancements such as AI with human creativity, both seasoned professionals and new talent can collaborate to drive industry-wide progress. Advanced automation and AI-enabled systems propel energy efficiency and smart buildings, enhance comfort and IEQ, improve operations and maintenance, and deliver holistic and sustainable solutions for industry professionals. ASHRAE engages in a thoughtful process to evaluate and prioritize opportunities to leverage new technologies.

5

2025-28 ASHRAE Strategic Plan

[ABOUT](#)
[TECHNICAL RESOURCES](#)
[PROFESSIONAL DEVELOPMENT](#)
[CONFERENCES](#)
[COMMUNITIES](#)
[MEMBERSHIP](#)



2025-28 ASHRAE Strategic Plan


Download in English and Spanish at
ashrae.org/strategicplan

6

ASHRAE Board of Directors


[ABOUT](#) | [TECHNICAL RESOURCES](#) | [PROFESSIONAL DEVELOPMENT](#) | [CONFERENCES](#) | [COMMUNITIES](#) | [MEMBERSHIP](#)

President




Bill McQuade, P.E.
CDP, Fellow ASHRAE,
LEED AP
Jessup, Maryland

President-Elect




Sarah Maston, P.E., BCxP, LEED AP
Hudson, Massachusetts

Treasurer




Ashish Rakheja, B.E., M.Tech, Fellow ASHRAE
Uttar Pradesh, India

Secretary




Jeff Littleton
Peachtree Corners, Georgia


Vice Presidents




Devin Abellon, P.E.
Portland, Oregon



Kenneth Fulk, P.E.
Allen, Texas



Trent Hunt, Fellow ASHRAE
Midvale, Utah



Andres Sepulveda, P.E., Fellow ASHRAE
Madrid, Spain

7

ASHRAE Director and Regional Chairs

[ABOUT](#) | [TECHNICAL RESOURCES](#) | [PROFESSIONAL DEVELOPMENT](#) | [CONFERENCES](#) | [COMMUNITIES](#) | [MEMBERSHIP](#)

Region I



Charles Bertuch
Manlius, New York

Region II



Genevieve Lussier
Quebec, Canada

Region III



Sherry Abbott-Adkins, P.E., CPD, GPD, LEED AP
Westminster, Maryland

Region IV



Heather Platt Gullledge, P.E., MBA
Summerfield, North Carolina

Region V



Julia Timberman, P.E.
Columbus, Ohio

Region VI



Maggie Moninski, P.E., LEED AP, BD+C
Chicago, Illinois

Region VII



Scott Peach, P.E.
Mobile, Alabama

Region VIII



Joseph Sanders
Oklahoma City, Oklahoma

Region IX



Jonathan Smith, P.E.
Lenexa, Kansas

Region X




Buzz Wright, P.E.
Tucson, Arizona

Region XI




Rob Craddock
Saskatchewan, Canada

Region XII



Jason Alphonso, P.E., OPMP, PMP
Winter Park, Florida

Region XIII



Ching Loon Ong, P.E., CMVP, Hon Fellow AFEO
Subang, Jaya, Malaysia

Region XIV



Mahroo Eftekhari, CEng., DPhil
Loughborough, UK

Region XV



Pankaj Dharkar, Fellow ASHRAE
Ahmedabad, India

Region-at-Large




Bassel Anbari, P.E.
Abu Dhabi, United Arab Emirates


8

ASHRAE Directors-at-Large


[ABOUT](#) | [TECHNICAL RESOURCES](#) | [PROFESSIONAL DEVELOPMENT](#) | [CONFERENCES](#) | [COMMUNITIES](#) | [MEMBERSHIP](#)




Doug Cochrane, P.Eng., CDP
Mississauga, Ontario, Canada




Steve Kujak
Brownsville, Minnesota




Patrick Marks, P.E.
York, Pennsylvania




Corey Metzger, P.E.
Omaha, Nebraska




Carrie Brown, Ph.D.
Oakland, California




Mike Pouchak, P.E., Fellow ASHRAE
St. Anthony, Minnesota



David Yashar, Ph.D.
Gaithersburg, Maryland



Daniel Nall
Princeton, New Jersey



Heather Schoppelin-Anderson, P.E.
Santee, California

9


Government Affairs

[ABOUT](#) | [TECHNICAL RESOURCES](#) | [PROFESSIONAL DEVELOPMENT](#) | [CONFERENCES](#) | [COMMUNITIES](#) | [MEMBERSHIP](#)


GOVERNMENT OUTREACH

GOVERNMENT AFFAIRS UPDATE

LETTERS & TESTIMONY




Get Involved!
Over 100 Government Outreach
Events during the 24-25 SY



BI-WEEKLY NEWSLETTER

Sign up for the Government
Affairs Update
online or email
GovAffairs@ashrae.org



10

Government Affairs

[ABOUT](#)
[TECHNICAL RESOURCES](#)
[PROFESSIONAL DEVELOPMENT](#)
[CONFERENCES](#)
[COMMUNITIES](#)
[MEMBERSHIP](#)

Share your Expertise with Government Officials through the new [SMEs for GOEs Program](#)



Policymakers and elected officials need your expertise to make better decisions as they craft legislation and regulations impacting HVAC&R and the built environment.

The Government Affairs Committee (GAC) has developed a new program to identify Subject Matter Experts (SMEs) who can effectively communicate with non-technical audiences such as government officials

BE THE SOURCE of technical expertise for these decisions!

Sign up online or email GovAffairs@ashrae.org









11

RP and ASHRAE Foundation: Supporting ASHRAE's Mission

[ABOUT](#)
[TECHNICAL RESOURCES](#)
[PROFESSIONAL DEVELOPMENT](#)
[CONFERENCES](#)
[COMMUNITIES](#)
[MEMBERSHIP](#)

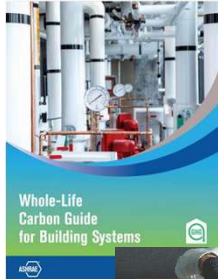
Projected Amounts for Society Year ending June 30, 2025

 <p> \$2.7M Research Promotion Campaign <i>(Research, YEA, ALI, Scholarships, General)</i> </p>	 <p> \$1.95M Raised for Endowments </p>
 <p> \$218,500 Awarded through 40 Scholarships </p>	 <p> \$1.9M Raised for Research </p>
 <p> \$51,000 Raised by College of Fellows and Life Members Club </p>	 <p> \$1.18M Given by ASHRAE Regions, Chapters and Sections </p>

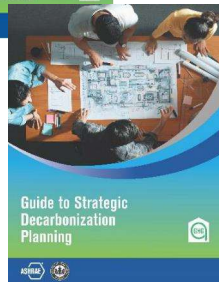
More than 5,000 contributions from Members, Organizations and other Associations

12

Center for Excellence in Building Decarbonization (CEBD)


[ABOUT](#)
[TECHNICAL RESOURCES](#)
[PROFESSIONAL DEVELOPMENT](#)
[CONFERENCES](#)
[COMMUNITIES](#)
[MEMBERSHIP](#)


**JUST
RELEASED!**



- Issued RFPs for two (2) CEBD projects in May
- Additional RFPs for CEBD projects to be issued in August
- Released two (2) more decarbonization guides
- New Decarbonizing Building Thermal Systems eLearning Course
- Suite of Decarbonization Guides:
 - ✓ Grid Interactive Buildings for Decarbonization Design
 - ✓ Decarbonizing Hospital Buildings
 - ✓ TM65 Addendum for North America with CIBSE
 - ✓ Building Decarbonization Retrofits for Commercial & Multifamily Buildings
 - ✓ Decarbonizing Building Thermal Systems: A Guide for Applying Heat Pumps & Beyond with NREL
 - ✓ **NEW!** Whole Life Carbon Guide for Building Systems
 - ✓ **NEW!** Guide to Strategic Decarbonization Planning with USGBC

13

Standards & Guidelines


[ABOUT](#)
[TECHNICAL RESOURCES](#)
[PROFESSIONAL DEVELOPMENT](#)
[CONFERENCES](#)
[COMMUNITIES](#)
[MEMBERSHIP](#)

New Standards



Method of Testing General Ventilation Air-Cleaning Devices for Removal Efficiency by Particle Size

Approved by ASHRAE in 2023. This standard is a revision of ASHRAE Standard 55.2-2017. It provides a method for testing air-cleaning devices for removal efficiency by particle size. The standard is intended for use by designers, specifiers, and building owners to ensure that air-cleaning devices meet the required performance levels. The standard is based on the ASHRAE 55.2-2017 test method, which is a modification of the ASHRAE 55.2-2010 test method. The standard is intended for use by designers, specifiers, and building owners to ensure that air-cleaning devices meet the required performance levels. The standard is based on the ASHRAE 55.2-2017 test method, which is a modification of the ASHRAE 55.2-2010 test method.



Method of Testing Liquid Chillers

Approved by ASHRAE in 2023. This standard is a revision of ASHRAE Standard 90.2-2017. It provides a method for testing liquid chillers. The standard is intended for use by designers, specifiers, and building owners to ensure that liquid chillers meet the required performance levels. The standard is based on the ASHRAE 90.2-2017 test method, which is a modification of the ASHRAE 90.2-2010 test method. The standard is intended for use by designers, specifiers, and building owners to ensure that liquid chillers meet the required performance levels. The standard is based on the ASHRAE 90.2-2017 test method, which is a modification of the ASHRAE 90.2-2010 test method.



Design, Construction, and Operation of Sustainable High-Performance Health Care Facilities

Approved by ASHRAE in 2023. This standard is a revision of ASHRAE/ASHE Standard 189.2-2017. It provides a method for designing, constructing, and operating sustainable high-performance health care facilities. The standard is intended for use by designers, specifiers, and building owners to ensure that health care facilities meet the required performance levels. The standard is based on the ASHRAE/ASHE 189.2-2017 test method, which is a modification of the ASHRAE/ASHE 189.2-2010 test method. The standard is intended for use by designers, specifiers, and building owners to ensure that health care facilities meet the required performance levels. The standard is based on the ASHRAE/ASHE 189.2-2017 test method, which is a modification of the ASHRAE/ASHE 189.2-2010 test method.



New Guideline



Operations Guideline for Ventilation of Health Care Facilities

Approved by ASHRAE in 2023. This guideline is a revision of ASHRAE/ASHE Guideline 43-2017. It provides a method for operating ventilation systems in health care facilities. The guideline is intended for use by designers, specifiers, and building owners to ensure that ventilation systems meet the required performance levels. The guideline is based on the ASHRAE/ASHE 43-2017 test method, which is a modification of the ASHRAE/ASHE 43-2010 test method. The guideline is intended for use by designers, specifiers, and building owners to ensure that ventilation systems meet the required performance levels. The guideline is based on the ASHRAE/ASHE 43-2017 test method, which is a modification of the ASHRAE/ASHE 43-2010 test method.



14

ASHRAE Bookstore

[ABOUT](#)
[TECHNICAL RESOURCES](#)
[PROFESSIONAL DEVELOPMENT](#)
[CONFERENCES](#)
[COMMUNITIES](#)
[MEMBERSHIP](#)

Get the Latest and Greatest Publications

Coming July 1!

15

Professional Development

[ABOUT](#)
[TECHNICAL RESOURCES](#)
[PROFESSIONAL DEVELOPMENT](#)
[CONFERENCES](#)
[COMMUNITIES](#)
[MEMBERSHIP](#)

eLearning

New Course

Grid-Interactive Buildings for Decarbonization

ASHRAE Learning Institute

Free Publication

Register for Online Instructor-Led training and receive a **FREE** ASHRAE Standard or Guide!

ashrae.org/onlinecourses

Empowering professionals to advance their careers and the industry.

Certification

New Certification

Near Record Application Total SY 2025

16

Professional Development


[ABOUT](#) | [TECHNICAL RESOURCES](#)
[PROFESSIONAL DEVELOPMENT](#)
[CONFERENCES](#)
[COMMUNITIES](#)
[MEMBERSHIP](#)

Farr and Setty Family Foundation Funds Scholarships for ALI, ACT, and eLearning Registrants

ASHRAE Members in their **first 5 years** of membership get **35% off** one ALI, ACT, or eLearning course—thanks to support from the Farr and Setty Family Foundation Funds!

- ✓ One-time use per Society Year
- ✓ Apply 3 weeks before your course
- ✓ Must include a chapter officer's support letter

Where to apply? Check the page of the course you're interested for an application.



17

2025 Conferences


[ABOUT](#) | [TECHNICAL RESOURCES](#)
[PROFESSIONAL DEVELOPMENT](#)
[CONFERENCES](#)
[COMMUNITIES](#)
[MEMBERSHIP](#)


Denver, CO August 13-15, 2025

2025 ASHRAE Conference for Integrated Design, Construction & Operations



Montreal, Canada September 24-26, 2025

IEQ 2025 Conference
Co-Organized by ASHRAE and AIVC



Chicago, IL October 22-24, 2025

2025 ASHRAE Building Decarbonization Conference



Clearwater Beach, FL December 8-11, 2025

2025 Buildings XVI Conference



18

2026 ASHRAE Winter Conference

[ABOUT](#) | [TECHNICAL RESOURCES](#) | [PROFESSIONAL DEVELOPMENT](#) | [CONFERENCES](#) | [COMMUNITIES](#) | [MEMBERSHIP](#)





2026 ASHRAE

WINTER CONFERENCE

Join us in Las Vegas, NV

Jan 31- Feb 4

Registration Opens in September

19

Committees Participation / Student Scholarships

[ABOUT](#) | [TECHNICAL RESOURCES](#) | [PROFESSIONAL DEVELOPMENT](#) | [CONFERENCES](#) | [COMMUNITIES](#) | [MEMBERSHIP](#)

Find Committees and Nominate Yourself or Others

FEB 2025

February: Nominations for **appointed committees** are due.

JUN 2025

June: Speak with your committee ExO/CO if your current appointment/elected position ends to be nominated for another.

SEP 2025

September: Nominations for **elected positions** are due. (Publications & Education Council, Tech Council, RAC, TAC, Standards, Handbook, Nominating)

Communities > Student Zone > Scholarships

44 Society Scholarships Available for 2025-2026 SY

Each year the ASHRAE Foundation awards scholarships of up to **\$12,500 USD** each to qualified students.

20

10

Membership

[ABOUT](#)
[TECHNICAL RESOURCES](#)
[PROFESSIONAL DEVELOPMENT](#)
[CONFERENCES](#)
[COMMUNITIES](#)
[MEMBERSHIP](#)

Have you selected your Annual Membership Benefit?

Benefits are selected during the join & renewal process. If you haven't done so, login and select from benefit options available.

eLearning Course

150+ to choose from

ASHRAE Standard or Guideline

100+ to choose from

ASHRAE Handbook

PDF version of the most recent

Handbook Online

4 most recent

ASHRAE Certification Exam Study Guide

3 to choose from

New, Full Dues Paying Members Automatically Get:

1 Free Registration to Winter or Annual Conference

12 Months FREE Handbook Online

HONORS & AWARDS

The following awards have a DEC 1 deadline:

Andrew T. Boggs Service Award | Distinguished 50 and 75-Year | Distinguished Service Award (DSA) | Eunice Foote Decarbonization Award | Exceptional Service Award (ESA)

Louise & Bill Holladay Distinguished Fellow Award

21

Proposed Changes to Membership Model

Associate and Affiliate Member Grades and Smart Start discount program	Replaced with	Young Professionals Member Category 35 years or younger, first 2 years of membership heavily discounted
Developing Economies discount program	Transitions to	Four Tiers of Member Dues based on country of residence with same benefits across all tiers (aligned with World Bank)
Retired Member category	Replaced with	Tenured Professional Member Category 65 years or older + 25 years of membership heavily discounted to mirror Young Professional
Life Member Grade	Transitions to	Life Service Member Grade 65 years or older + 30 years of membership + qualification of service to Society

Benefits: All Members, even Students, receive access to Handbook Online. Members receive additional annual benefit option

Member Qualifications: Broadened to be more inclusive of anyone interested in the Building Sciences industry

22

ASHRAE **Current Model**

Full Member Grade						Associate Member Grade					
Full Member	Fellow Member *	Full Member DE	Retired Member	Retired Member DE	Life Member	Presidential Member	Associate Member	Associate Member DE	Smart Start Associate Member	Smart Start Associate Member DE	Life Member
100% (\$285)		60% (\$170)	15% (\$45)	50% of RM (\$25)		\$0	100% (\$285)	60% (\$170)	FY 10% (\$30) SY 37.5% (\$105) TY 50% (\$145)	FY 10% of DE (\$15) SY 37.5% of DE (\$65) TY 50% of DE (\$85)	\$0
12 years combined experience for post high ed, work, pro engineering reg/licensure *Good standing for 10+ yrs & elected by BOD		Retired from active participation in business + 10 yrs membership + ≥ 55		30 yrs cumulative member + ≥ 65	Served as Society President		Work experience and interest in design, operation, maintenance in HVAC&R		3 yr program that allows Students to transfer to Associate grade at a rate that is recent graduate friendly		Associate Member 30 yrs cumulative member + ≥ 65
Full Benefits: Subscription to HPB, Journal, Insights + Choice of 1 annual benefit + Tech Portal + Member pricing on publications, standards, courses and conferences Additional New Member Benefits: Receive a Comp Winter or Annual Conference to attend in first 2 years + HBO access for 1 year		Benefits: Same as Full Member except subscription on to digital Journal and Choice of 1 annual benefit: HB PDF, 1 STD or GDL or eLearning Course		Benefits: Same as Full Member except NO choice of annual benefit.		Benefits: Same as Full Member + waived dues, extreme discounts to W&A Conferences. Invitations to VIP events (Presidential only)		Full Benefits: Subscription to HPB, Journal, Insights + Choice of 1 annual benefit + Tech Portal + Member pricing on publications, standards, courses and conferences *DE Associate and Smart Start have same benefits as Full Member DE			Benefits: Same as Full Member + waived dues, extreme discounts to W&A Conferences + Invitations to VIP events
Current Model continues onto next page						Additional New Member Benefits: Receive a Comp Winter or Annual Conference to attend in first 2 years + HBO access for 1 year *Associate DE and Associate Smart Start DE not eligible*					

ASHRAE


23

ASHRAE **Current Model - Continued**

Affiliate Member Grade		Student Member Grade			Other
Affiliate Member	Affiliate Member DE	Student Member	Student Member DE	Student Branch Advisor	Honorary Member
FY 25% (\$70) SY 37.5% (\$105) TY 50% (\$145)	FY 25% of DE (\$45) SY 37.5% of DE (\$65) TY 50% of DE (\$85)	10% (\$30)	50% of Student Member (\$15)	10% (\$30)	\$0
30 years old OR have been honorably discharged from the Military within 5 yrs		Studying or have interest in HVAC&R industry related field + Must be currently enrolled in university, college, junior college or technical institute			Faculty member who is ASHRAE member & must submit application and submit annual report
Subscription to HPB, Journal & Insights + Tech Portal + Member pricing for publications, courses, standards and conferences		Subscription to HPB, Journal & Insights + Tech Portal + Student Member pricing for publications, courses, standards and conferences + Access to Student Bookstore for heavily discounted publications and printed HB			Any notable person of preeminent professional distinction & elected by the BOD
Cannot hold office or vote		Cannot hold office or vote			Full Member Benefits if requested

ASHRAE

24




Simplified Model

(Effective July 1, 2027 if approved)

Member Grade					Student Member Grade		Other			
Member				Young Professional	Tenured Professional	Life Service Member	Presidential Member	Student Member	Student Branch Advisor	Honorary Member
WB Tier 1 100% (\$285)	WB Tier 2 80% (\$230)	WB Tier 3 60% (\$170)	WB Tier 4 40% (\$115)	40% (\$115)		\$0		7.5% (\$20)	20% (\$60)	\$0
Anyone interested in the building sciences industry				Anyone ≤ 35 yo who joins pays this fee first for 2 years	Anyone ≥ 65 yo with 25 years cumulative membership	30 yrs cumulative member + ≥ 65 + DSA or 15 qualifying service points	Served as Society President	Must be currently enrolled in university, college, junior college or technical institute	Faculty member who is ASHRAE member & must submit application and submit annual report	Any notable person of preminent professional distinction & elected by the BOD
HBO + Journal, HPB, Insights + Tech Portal + Member Pricing + Voting Privileges and Serve as C,R,S level roles Choice of 1: eLearning Course, Certification Study Guide, Standard or Guideline				HBO + Journal, HPB, Insights + Tech Portal + Member Pricing		Same as Member + waived dues, extreme discounts to W&A Conferences. Invitations to VIP events (Presidential Only)		Same as Young and Tenured Professionals		Full Member Benefits if requested
Additional New Member Benefits: Receive a Comp Winter or Annual Conference to attend in first 2 years + HBO access for 1 year										

*2025-2026 approved dues rates



25

Recommended Timeline

- **February 2025:** MMAH brought motion to the Board of Directors to approve plan.
 - Motion tabled to allow for 60-day "cooling off period."
- **May BOD Meeting:** BOD approved the final plan and bylaws amendment.
- **2026 Winter Conference:** Bylaws amendment read at the Meeting of the Members (Saturday Plenary Session) in Las Vegas.
- **Spring 2026:** Proposed Bylaws amendment added to Spring Ballot for membership vote
- **June 2026:** Election
- **By June 30, 2027:** If Bylaws amendment are approved, all changes made to membership database, website, promotional materials, ROB, Committee/Council MOPs and training materials. *(Staff and Members Council will need 1 year to implement new model changes)*
- **July 1, 2027:** New model implemented.

Questions? Contact members@ashrae.org

26

Media Inquiries



**Asked to make a statement
on behalf of ASHRAE?**

Please send all media
inquiries to
publicrelations@ashrae.org
before responding to
members of the press.

27



Thank you!
Questions or Comments?

ashrae.org

28



JUNE, 2025

ASHRAE CERTIFICATION: Information Chapters & Members Need

- ✓ Earn **100 PAOE points** per each Member Certification and Recertification

NEW! Developments

- ✓ **NEW!** *Certification Study Guide: Certified Decarbonization Professional (CDP)* to launch in August, 2025, joining study guides for the BCxP, BEMP and CHD programs.
- ✓ In SY 2025 a **record number** of certification applications received, 10% over 2024!

Resources

- Over **1,000 Test Center Locations** Worldwide
- Monitor *Chapter Notes* for developments, including periodic **discounts!**
- Chapter Technology Transfer: CT19 (for Certification and Recertification) now is a PAOE point line item that the ASHRAE database system will **automatically assign**.
- Certification [Presentation](#) for **Chapter Meeting Delivery**



How can ASHRAE Certification help Chapters and Members?

Value for Chapters

- ✓ Grow Chapter membership | **Increase participation at education events.** Certificants need PDHs!
- ✓ **Earn 100 PAOE points** for Member certification and recertification.

Value for Chapter Members

- ✓ **Validation** of key job knowledge and skills
- ✓ Unparalleled **recognition** | **Career development**

Over **4,500 ASHRAE certifications** earned by built-environment professionals since 2007.

For assistance, including requests for promotional materials, please contact Tim Kline at tkline@ashrae.org.

Action items from Spring 2025 Mid-Year Calls:

#	Assignment	Status	Action Item
1	Staff	Complete	Email DLs to invite them to meet with CTTC from 5-5:30pm after subcommittee meetings in Phoenix. Also extend meeting room reservation.
2	Liz & Staff	In progress	Work with Siva as he transitions into Tech Hour Coordinator

Action items from 2025 Winter Conference in Orlando:

#	Assignment	Status	Action Item
1	RVCs and Staff	In progress – staff will send another reminder before the end of the SY	Remind Chapter CTTC Chairs and DLs to submit DL forms for <u>all</u> DL visits – both allocated and non-allocated. We want to make sure that DLs are getting credit for every visit whether the transportation is reimbursed or not.
2	RVCs & Staff	Complete	Every Region needs to test the digital DL Evaluation Form this spring so it will be ready to launch for the 25-26 SY. Staff to make a QR code.
3	Staff and DL WG	In progress	Staff to review DL travel policy and insurance coverage. DL Working Group to review in Phoenix.
4	Award WG	Complete	Determine entry deadline for the Energy Genius Award
5	DL WG	Complete	Review regional allocations document
6	Abhi	Complete	Create a transition document that outgoing RVCs can follow when training their incoming RVC
9	CTTC Workshop WG	In progress – content under development	Develop a new CTTC annual webinar and corresponding timeline
10	DL WG	In progress	Develop a 1-page document for DLs with guidance and tips on presenting to students
11	DL WG	Complete; CRC PPT updated	Clarification for DL Program: <ol style="list-style-type: none"> 1. Remind chapters to communicate to DLs who their audience will be and what level of presentation is preferred (i.e. basic, intermediate, advanced) 2. Encourage communication between the DL and chapter to discuss presentation length
12	Conor and Kevin	Complete	Review CRC PPT for any updates
13	Operations: Liz	Complete	Email Operations Subcommittee her Tech Hour topic list
15	Operations: Video Ad Hoc (Ken, Matthew, and Abhi)	In progress; Ken will follow-up with Doug for an outline of what topics are needed and video details	Ad hoc for short recorded videos (idea from Doug Zentz)
16	DL WG	In progress – would prefer to keep as one form, but clearly	Digitize DL Summary Report and review to determine if a separate form is needed for virtual visits

		note what information is needed for in-person vs. virtual visits	
--	--	--	--

Action items from 2024 Annual Conference in Indianapolis:

#	Assignment	Status	Action Item
2	Award Working Group & Staff	In process – confirm sample entries to include; include chapter / region / Society process	Review Tech Award website, including any information regarding feedback or what makes a successful entry

Action items from 2024 Winter Conference in Chicago:

#	Assignment	Status	Action Item
1	Operations Subcommittee; Liz and Eric	In progress; reviewed review timeline for all documents	Make list of CTTC-related items/forms/documents that need regular maintenance and select a time when that review occurs.

Action Items from Fall 2023 mid-year call:

#	Assignment	Status	Action Item
1	Matthew, Murat, David	In Progress; review and present update in Las Vegas	Tech Award judges will put together ideas for new judging criteria for retro-commissioning entries.

Summary of CTTC Regional Statistics (Updated June 17, 2025)
2024-25

ACTIVITY	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	RAL	Total
CRC Workshop (2024-25 Society Year)																	
Total number of chapters in Region	Fall	Fall	Fall	Fall	Fall	Spring	Fall	Spring	Fall	Fall	Spring	Fall	Fall	Fall	Fall	Fall	
Total number of sections in Region	15	9	11	7	12	11	14	15	13	14	11	16	10	9	12	21	200
Number of chapters present	0	0	1	4	1	3	0	3	4	2	4	8	5	7	1	1	44
Number of CTT chapter chairs or co-chairs present in-person	8	9	8	6	7		9	13	9	12	9	13	8	9	11	11	142
Number of CTT chapter chairs or co-chairs present virtually	3	9	3	10	5		7	0	6	6	7	12	8	5	8	11	100
Percentage of chapter participation	0	0	0	0	0		2	10	0	0	0	1	0	0	0	0	13
Percentage of CTT chapter chair participation	53%	100%	73%	86%	58%	0%	64%	87%	69%	86%	82%	81%	80%	100%	92%	52%	73%
CRC Workshop Evaluation Summary Completed	20%	100%	27%	143%	42%	0%	64%	67%	46%	43%	64%	81%	80%	56%	67%	52%	59%
	0	1	1	0	1		0	0	1	0	1	0	1	0	1	1	8
PAOE - Completed after close of SY																	
No. of Chapters Reporting PAOE Points:	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	RAL	Total
No. of Chapters Making Society Minimum (550):																	0
No. of Chapters Making Society PAR (1500):																	0
No. of Chapters Reporting TC Presentations																	0
Highest PAOE Points by a Chapter:																	0
Percentage of chapters reporting	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0.0%
Percentage of chapters making Society Minimum	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0.0%
Percentage of chapters making Society PAR	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0.0%
DISTINGUISHED LECTURERS - as of 1/22/25																	
Number of Allocations	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	RAL	Total
Number of allocations used	15	11	13	10	12	13	11	14	13	13	12	13	12	10	10	13	195
Number of common pool visits used	6	4	6	3	7	6	10	12	8	9	2	8	9	9	5	5	109
Number of Multi-Chapter visits (allocated)	6	4	0	2	2	6	6	1	9	3	2	14	3	4	5	11	78
Number of chapters hosting (inc. pool/multi visits)	0	4	2	0	2	4	3	7	3	3	2	3	6	5	7	27	78
Percentage of chapters hosting	11	9	8	5	9	11	14	15	11	11	8	15	10	5	11	21	174
Percentage of used allocations	73%	100%	73%	71%	75%	100%	100%	100%	85%	79%	73%	94%	100%	56%	92%	100%	85.6%
Total percentage of use:	40%	36%	46%	30%	58%	46%	91%	86%	62%	69%	17%	62%	75%	90%	50%	38%	56.0%
Number of non-allocated visits	80%	73%	46%	50%	75%	92%	145%	93%	131%	92%	33%	169%	100%	130%	100%	123%	96%
Total number of in-person visits	6	9	7	8	5	7	10	13	24	8	3	33	1	6	25	46	211
Total number virtual visits	16	16	9	11	13	18	21	25	34	20	5	49	12	16	31	19	315
Total number of DL visits	2	1	4	2	1	1	5	1	7	0	2	6	1	3	4	43	83
	18	17	13	13	14	19	26	26	41	20	7	55	13	19	35	62	398
CHAPTER VISITS																	
Number of in-person chapter visits made:	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	RAL	Total
Number of virtual chapter visits made:	1	2	2	1	5	0	2	0	0	0	0	0	3	3	1	0	20
Percentage of chapters visited:	0	0	0	0	0	0	1	0	0	4	0	6	2	0	12	5	30
	7%	22%	18%	14%	42%	0%	21%	0%	0%	29%	0%	38%	50%	33%	108%	24%	25%
CTTC AWARDS (Fall 2024 Submissions)																	
Dan Mills Chapter Programs Award	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	RAL	Total
Donald A. Siller Refrigeration Award	0	1	0	1	0	0	0	1	0	1	0	1	1	0	0	1	7
Technology Awards: Number of Regional Entries	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
Technology Awards: Number of Society Entries	3	14	6	0	5	14	2	0	0	3	8	4	9	0	0	0	68
	0	13	2	0	5	6	2	0	0	3	2	3	8	0	0	0	44



Minutes
CTTC Member Services Subcommittee
2025 Annual Conference - Phoenix
June 20, 2025 at 1:00-5:00 pm

1. **Call to Order** – Holmes
2. **Roll Call/Introduction of Guests** – Holmes
 - a. Subcommittee Members: Heric (Chair), Ken, Abhi, Osama, Matthew Klok, Matt Parkes, Murat, Don, David, Esteban
3. **ASHRAE Value Statement** – Holmes
 - a. *In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.*
 - b. **Code of Ethics** - <https://www.ashrae.org/about/governance/code-of-ethics>
 - c. **Core Values** - <https://www.ashrae.org/about/ashrae-s-core-values>
 - d. **Diversity Statement** - <https://www.ashrae.org/about/diversity-equity-and-inclusion-dei>
4. **Action Items** – Holmes **Attachment A**
 - a. Review DL expense reimbursement policy (**Attachment B**) and DL travel insurance coverage (**Attachment C**) and provide any feedback or recommended changes.
 - i. Still work in progress
 - b. Review of regional allocations document - how many visits were requested after all allocations were used?
 - i. Complete – short 8 visits, but went over budget
 - c. RVC transition document
 - i. Complete
 - d. Develop a 1-page document for DLs with guidance and tips on presenting to students
 - i. Action Item: DL WG to update document into presentable document
 - e. Digitize DL Summary Report (DL completes)
 - i. Ongoing
 - ii. DL Summary Critique Form will be digitized next
 - f. Technology Award updates for retro-commissioning entries
 - i. Ongoing
 - ii. Update in Vegas
 - g. DL Evaluation Form
 - i. Murat, Sierra and Don added to Ad hoc
 - ii. Review- QR Code
 - h. Revamp DL Topic Page
 - i. To be updated July 1
 - i. Fix number of regions reflected on the DL Webpage
 - j. Fix rn/ in DL bios

- k. Finalize guidance documents
5. **Referred Motions – Holmes**
- a. No referred motions from Spring CRCs
6. **DL Program & Distinguished Lecturer Working Group – Shifflett**
- a. What was the consensus on a DL networking event at Annual Conferences?
 - i. For Phoenix, give DLs time at the end of the CTTC meeting. Would also allow incoming DLs to meet with existing DLs (pseudo mentor program).
 - ii. Motion: Add another line item on budget to have a DL Mixer at the Annual Conference that mimics the budget at the Winter Conference. Ken moves, Matthew seconds 8-0-0 CNV
 - a. Motion to withdraw motion ii– Ken moves, Matt second. Pass CNV
 - iii. Motion: Add 32 DL allocations, 16 to chapter visits and 16 to CRC visits. Matthew moves, Abhi second 8-0-0 CNV
 - a. Motion to withdraw motion iii – Matt moves, Abhi second 8-0-0 CNV
 - iv. Motion: CTTC moves to increase the budget by \$50,000 for the DL program, effective July 1, 2025.
 - a. Background: To support and enhance the implementation of the new strategic plan specifically items 2 and 3. CTTC has seen a significant increase of the usage of the program, underscoring the value of the existing program, and to meet the increased demand DL usage after February. This would add approximately 20 DL allocated visits annually. Without meeting the number of allocated visits for the current 24-25 SY, we exceeded our DL travel budget.
 - b. Fiscal Impact: \$50,000
 - c. Staff Impact: Workload to manage additional DL visits
 - d. Vote: Matt moves, Abhi seconds 8-0-0 CNV
 - e. Full committee discussion:
 - 1. Ken moves motion
 - 2. Vote: 14-0-1 CNV
 - v. Look to see if there is a budget for future Annual Conferences
 - a. The DL mixer in Orlando cost \$13,774.59. We do not have the budget to host a similar mixer at the Annual Conference.
 - b. Action Item to DL Working Group: review sponsors for DL Mixer for both Annual and Winter Conferences.
 - c. Action Item: staff to get itemized breakdown of Orlando mixer cost
7. **Technology Awards**
- a. New Society deadline for 2025 is June 1. Extended to June 8 to encourage more entries.
 - b. We received a total of 40 entries. We received 43 and 44 entries the previous two years, so a total of 40 entries is impressive when considering we expected much less due to the deadline date change.

I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	RAL
3	4	1	3	1	5	5	1	1	3	2	0	10	0	0	1

- c. Entries will be distributed to judges in early July and the in-person group judging will likely take place in September at ASHRAE HQ.
- d. 2025-26 Society judging panel:

Position	Judge
----------	-------

Chair	Abby Brophy
Region V	Matthew Klok
Region VI	Eric Johansen
RAL	Osama Khayata
Region VII	Kevin Muldoon
Region VIII	Thursten Simonsen
Tech Council Rep	Mike Pouchak
CTTC Chair Appointed	Bert Phillips

- e. Motion: That regional tech awards be due February 1st. Matthew moves, Abhi second
 - i. Motion to Amend: That the regional tech awards submissions recommended to be submitted by February 1st. Murat moves, Matt seconds 5-2-1 CNV
 - ii. Motion: That the regional tech awards submissions recommended to be submitted by February 1st. 4-5-0 CV
- 8. **CTTC Awards** – Khurana
 - a. Dan Mills Chapter Programs Award
 - i. No updates needed
 - b. Donald A. Siller Refrigeration Award
 - i. No updates needed
 - c. Energy Genius Award
 - i. Staff reviewed existing award material and put together the following for review:
 - a. Energy Genius Award Criteria ([Attachment D](#))
 - 1. Review for Winter Meeting in Las Vegas
 - b. Nomination Form ([Attachment E](#))
 - 1. No changes, will review for changes at the Winter Meeting in Las Vegas
 - ii. Action Item: pull presentation statistics for this award
 - iii. Action Item: review if this is a Region or Society award



Minutes
CTTC Operations Subcommittee
2025 Annual Conference - Phoenix
June 20, 2025 at 1:00-5:00 pm

Action Items

#	Assignment	Status	Action Item
1	Staff		Streamline PPTs listed on this page and link to hosting committee pages instead of directing to the PPT
2	Staff		Implement review of all documents and implement any changes/deletions to webpages
3	Staff		Review if Sharepoint is the best place to host Tech Hour document. If so, make sure all subcommittee members have access.
4	Liz		Liz to follow-up on these topics for 25-26: <ul style="list-style-type: none"> • Devin Abellon • YEA – empowering workforce or relative topic • Tracey Jumper
5	Erik		Put together Kick-Off slides for review
6	Staff		Update the CTTC Calendar with the Technology Award Deadlines

Attendance

- Members present: Liz, Eric, Siva, Nikola, Stephanie, Steven, Kevin, Conor, Krishna
 - Members absent: *Hung-Wen Lin
 - Guests: Daniel Redmond
1. **Call to Order** – Zakelj
 2. **Roll Call** – Zakelj
 - a. Subcommittee Members: Liz (Chair), John, Siva, Eric, Kevin, Conor, Stephanie, Steven, Nikola, Krishna
 3. **ASHRAE Value Statement** – Zakelj
 - a. *In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.*
 - b. **Code of Ethics** - <https://www.ashrae.org/about/governance/code-of-ethics>
 - c. **Core Values** - <https://www.ashrae.org/about/ashrae-s-core-values>
 - d. **Diversity Statement** - <https://www.ashrae.org/about/diversity-equity-and-inclusion-dei>
 4. **Action Items** – Zakelj **Attachment A**
 - a. Liz to work with Siva as he transitions into Tech Hour Coordinator position
 - i. Liz is working on a transition document for Siva

- ii. Is anyone interested in assisting Siva and possible sitting in on virtual recordings? Nikola, Stephanie, and Erik volunteered.
- b. Development of CTTC annual webinar and corresponding timeline
- c. Document review schedule:
 - i. 48 documents in total
 - ii. **Action Item #1:** Staff to streamline PPTs listed [on this page](#) and link to hosting committee pages instead of directing to the PPT
 - iii. **Action Item #2:** Staff to implement review of all documents and implement any changes/deletions to webpages
- 5. **Referred Motions** – Zakej
 - a. No referred motions from Spring CRCs
- 6. **Tech Hour Working Group** (Chair: Liz)
 - a. PEAC Tech Hours for Bill McQuade’s 25-26 Presidential Year
 - i. Speakers were notified June 12 and asked to provide CTTC their slides for review by July 14
 - ii. Our producer is on standby for filming dates
 - iii. Two topics:
 - 1. *IEQ – Codes, Impact on People, and Considerations (IAQ, Thermal Comfort, Lighting, Acoustics)*
 - a. Summary: Indoor Environmental Quality (IEQ) in buildings directly impacts human health, well-being, and performance. These conditions are a major part of how people experience the buildings that we inhabit, but they are currently minimally codified and rarely commissioned. This seminar will highlight how indoor air quality, thermal comfort, lighting, and acoustics can affect building occupants. Learn how existing codes and guidelines can be used to design and construct better buildings to serve the community, where research has identified areas to optimize the performance to meet the needs and expectations of the building occupants, and how you can help construct high-performance spaces.
 - b. Speakers – 15 minutes each:
 - i. Marwa Zaatari – IAQ
 - ii. Robert Bean – Thermal Comfort
 - iii. Deborah Steimel-Clair – Lighting
 - iv. Erik Miller-Klein – Acoustics
 - c. Filming – 2 will travel to ASHRAE HQ and 2 will film virtually via Zoom
 - 2. *Water and Its Impact on Occupant Health*
 - a. Summary: There are many elements to ensuring a healthy building but one that can be over looked or taken for granted is the drinking water. Is it safe for building designers and occupants to assume the water used in our buildings is safe? Drinking water in the built environment exposes occupants to volatile organic compounds, biofilm sluffing, and deadly aerosolized microbial contaminants. The built environment’s design and operation can significantly contribute to the concentrations of dangerous microbial and chemical contaminants. Understanding how drinking water is sourced, treated, stored, transported and used is imperative to mitigating exposure to building occupants. It is also important to consider

the forces that have shaped current drinking water regulation from source to tap.

b. Speaker: Bob Bowcock

c. Filming – ASHRAE HQ

b. All topics – including previously recorded and ideas – are posted [here](#).

i. **Action Item #3:** Staff to review if Sharepoint is the best place to host Tech Hour document. If so, make sure all subcommittee members have access.

ii. **Action Item #4:** Liz to follow-up on these topics for 25-26:

1. Devin Abellon

2. YEA – empowering workforce or relative topic

3. Tracey Jumper

7. **CTTC Annual Virtual Training Working Group**

a. Members: Erik, Nikola, Stephanie

b. New name: CTTC Kick-Off

c. Potential topics:

i. DL visits – roles and responsibilities

ii. Awards:

1. Tech Awards

2. Donald Siller

3. Dan Mills

4. Energy Genius

iii. Review CTTC Chapter Chair calendar

d. Updates will be shared at fall mid-year call

e. Three documents tied to Kick-Off:

i. Calendar

ii. How to do PAOE

iii. DL check-in prior to Winter Conference

f. **Action Item #5:** Erik to put together slides for review

8. **PAOE Working Group**

a. Our recommendations were submitted in Orlando and no further action is needed

9. **CTTC CRC Presentation**

a. A full review of the CTTC CRC PPT is done every year prior to the Spring CRCs

i. **Action Item #6:** Rhiannon to help update the CTTC Calendar with the Technology Award Deadlines

MBO #	Description	Measurable Metric	Completion % /Date	Updates	MBO Comments
1	CTTC Executive to review programs, budget and expenses to make recommendations to Members Council prior to Winter Conference 2025.	Complete submission prior to Winter Conference 2025	Complete / Winter Conference 2025	Complete - submitted to Members Council	In support of the Members Council Planning Subcommittee's MBO to prepare a 2-year fiscal plan, all reporting committees should include their own MBO to review their programs, budget and expenses and make recommendations to the Planning Subcommittee by the Winter Meeting.
2	Encourage recruitment of diverse representation in Chairs and RVCs by encouraging all chapters to appoint at least one CTTC Co-Chair (vice-chair) per chapter (Target: at least 80% of chapters). Includes update to CRC training material specific to this MBO.	1. Encourage diversity of chapter chairs and co-chairs with quarterly email to Chapter Presidents, CTTC Chairs and RVCs 2. Updated CRC training slides 3. Target minimum 80% chapters with co-chairs 4. Review demographic information on CIQ and note trends	Complete / Winter Conference 2025	Data collection/review complete: 1. The average age of CTTC Chapter Chairs for SY 23-24 is 42. 2. Gender breakdown: 10% female, 56% male, 34% unreported. 3. As of December 3, 2024, 56% of chapters have two or more CTTC people on their CIQ. RVCs to contact chapters needing co-chairs for support. SY 21-22: 37% 4. We will compare to data from next SY. We will implement tactical outreach and evaluate effectivity.	1. Diverse representation results in proactive outreach. CTTC can provide a quarterly email flyer that Chapters can forward to their membership to promote awareness that Grassroot Committees are actively seeking members of underrepresented groups from our community. 2. Many other MBOs and initiatives are reliant on enough volunteers to share the tasks. Work with all chapters to appoint at least one CTTC Co-Chair (vice-chair) per chapter (Target: at least 80% of chapters) 3. All Standing Committees of Member Council should include an MBO that identifies and recommends additional ways of promoting inclusion and fostering community and networking within ASHRAE in general, and within their function specifically, by the end of Q4.
3	Implement approved carbon offset measures.	Transfer of SY 24-25 funds in alignment with ASHRAE Chapter and Region Carbon Guide.	Complete / Winter Conference 2025	Complete - funds to Sustainable Travel International	ASHRAE is promoting decarbonization to reduce GHG. CTTC needs to embrace this and find ways to reduce our carbon footprint, which shows everyone that we not only promote decarbonization, but we are doing our best to practice it.
4	Promote CTTC awards through planned submission of the following by each region: 1. Minimum one (1) technology award submission into society competition 2. Minimum of one (1) Dan Mills Chapter Programs Award OR one (1) Donald A. Siller Refrigeration Award submission into society competition.	Increased award submissions noted in Regional statistics	Complete / Winter Conference 2025	1. For SY 24-25 we had a 2% increase in entries, but only 9 Regions submitted entries. 2. We had 6 Dan Mills entries and 1 Donald Siller. 3. Combining awards working groups for more support.	1. Each chapter should have at least one submission to the regional level. At least one submission to Society from these areas: Region VIII (Mexico), Region XII (Caribbean, Central/South America), Region XIII, Region XIV, and RAL. 2. Current, major, changes in refrigerant technology and regulation have a significant effect on members. Promotion of refrigeration activities and recognition through awards will highlight the need for tech transfer related to the "R" in ASHRAE.
5	Complete four Tech Hour recordings and broadcast a minimum of three during the year. At least one non-technical topical and one decarbonization topic.	Minimum recording of four (4) and broadcast of three (3) tech hour recordings.	In process / Annual Conference 2025	In process	To continue to develop the ASHRAE Tech Hour program to deliver multiple relevant and innovative Tech Hour programs during the 24-25 SY.
6	At least 50% of Chapter Programs (including DL) use electronic eval form.	Compile data	In process / Winter Annual Conference 2025	In process - final round of testing and form will go live July 1, 2025	expect RVCs to roll out this fall to all chapters
7	Ensure that 100% of Regions report their regional statistics and give time to review and discuss challenges, achievements and trends	Regional statistics will be sent to RVCs minimum 30 days in advance of Winter and Annual conference. All RVCs to review and comment prior to conferences.	Complete / Winter Conference 2025	Our Regional Statistics document has been added to Basecamp and RVCs are reminded to update their information leading up to each ASHRAE Conference	Statistics for PAOE and other Regional data provide a valuable metric for evaluating the health of Chapter operations. Recent years have shown a decline in consistent reporting.

2025-2026
Chapter Technology Transfer Committee (CTTC)
Assignments

Member Services Subcommittee (10)

Liz Zakelj – Chair
Esteban Baccini
Murat Bayramoglu
Don Gariepy
David Griffin
*Mohamed Heider
*Mike Boudreau
Matthew Klok
*Sierra Spitulski
Ken Shifflett

Distinguished Lecturer Working Group (6) Ken Shifflett – Chair Murat Bayramoglu Don Gariepy Matthew Klok *Sierra Spitulski *Mohamed Heider	Awards Working Group (6) Esteban Baccini – Chair Don Gariepy Matthew Klok Conor Murray David Griffin *Mike Boudreau
---	--

Operations Subcommittee (10)

Abhi Khurana – Chair
*Hung-Wen Lin
Eric Johansen
Sivakumar Gadam
Nikola Kravik
Stephanie Mages
Steven McConnell
Krishna Mitra
Kevin Muldoon
Conor Murray

Tech Hour Working Group (4) Sivakumar Gadam – Chair Eric Johansen Nikola Kravik Conor Murray Abhi Khurana	PAOE Working Group (2) Abhi Khurana – Chair Stephanie Mages Liz Zakelj Krishna Mitra Steven McConnell
---	---

Technology Awards Judging Panel

Member	Position
Abby Brophy	Chair
Matthew Klok	Region V Representative
Eric Johansen	Region VI Representative
Osama Khayata	RAL Representative
Kevin Muldoon	Region VII Representative
Thursten Simonsen	Region VIII Representative
Mike Pouchak	Technology Council Representative
Bert Phillips	CTTC Chair's Choice

Council/Committee Liaisons

Members Council	Heric Holmes
Members Council PAOE Subcommittee	Abhi Khurana
MTG.BEQ	Abhi Khurana
Technical Activities Committee	Kevin Muldoon

Mentors

Incoming CTTC Member	Mentor
Mike Boudreau, Region II RVC	Abhi Khurana
Sierra Spitulski, Region XI RVC	Heric Holmes
Hung-Wen Lin, Region XIII RVC	Siva
Mohamed Heider, RAL RVC	Liz

CTTC - 25-26 MBOs

MBO #	Description	Measurable Metric	Completion % /Date	MBO Comments
1	RVC's to create a regional speakers list and host on basecamp.	complete submission prior to Winter Conference 2025	Annual Conference 2026	Regional Speakers lists are important for finding future DL's and to provide less experienced presentors a chance to present at other meetings. It is also a place where retired DL's can still provide speaking engagements.
2	RVC's to update the ASHRAE CTTC Calendar on ASHRAE Website	have all meeting dates in the calendar for each chapter, so that we can better coordinate chapter visits and rvc visits	Winter Conference 2026	Better coordination of meetings allows for more use of DL's and coordinated RVC visits. This will help facilitate more visits between Regions as they will be better to see when other chapter meetings are.
4	RVC's to host a regional Technology Award committee and share results within the Region.	Increased award submissions noted in Regional statistics	Annual Conference 2026	Each Region should be highlighting the projects that are being put forward with their Region. Ideally these projects can be noted in the chapter news letters and on the Regional Basecamp.
5	Complete four Tech Hour recordings and broadcast a minimum of three during the year. At least one non-technical topical and one decarbonization topic.	Minimum recording of four (4) and broadcast of three (3) tech hour recordings.	Annual Conference 2026	To continue to develop the ASHRAE Tech Hour program to deliver multiple relevant and innovative Tech Hour programs during the 24-25 SY.
6	RVC's to attend in person one chapter meeting different from their home chapter.	Show chapter support from regional executives	Annual Conference 2026	RVC's should be supporting the weaker chapters and the most effective way to do this is with in person visits
7	Ensure that 100% of Regions report their regional statistics and give time to review and discuss challenges, achievements and trends	Regional statistics will be sent to RVCs minimum 30 days in advance of Winter and Annual conference. All RVCs to review and comment prior to conferences.	Winter Conference 2026	Statistics for PAOE and other Regional data provide a valuable metric for evaluating the health of Chapter operations. Recent years have shown a decline in consistent reporting.