

## CONFERENCES AND EXPOSITIONS COMMITTEE

Minutes from the  
Meeting of January 22, 2021

### Members Present

Corey Metzger, Chair  
Vikrant Aute, Vice Chair  
Billy Austin  
Nohad Boudani  
Marites Calad  
Kristen Cetin  
Andy Cochrane  
Robert Cox  
Gary Debes  
Art Giesler  
Ashu Gupta  
Steve Idem  
Rupesh Iyengar  
Ryan MacGillivray  
Maggie Moninski  
Scott Peach  
Anoop Peediyakkan  
Bert Phillips  
Sonya Pouncy  
Christine Reinders-Caron  
Lee Riback  
Som Shrestha  
Raul Simonetti  
Marianna Vallejo  
Devin Abellon, BOD ExO

### Members Absent

Nivedita Jadhav  
Farhan Mehboob

### Guests

Brian Kastl  
Carrie-Anne Monplaisir  
Rachel Romero  
Mick Schwedler

### Staff

Joyce Abrams  
Tony Giometti  
Lizzy Seymour  
Chris Preyor  
Tracy Keller  
Haley Booker-  
Lauridson

## **1. Call to Order**

Mr. Corey Metzger called the meeting to order at 11:04 a.m.

## **2. Approval of June 16, 2020 CEC Minutes**

**Motion 1:** It was moved by Ms. Christine Reinders-Caron and seconded by Mr. Scott Peach that the minutes be approved.

Vote: 19-0-0, CNV. PASSED

## **3. BOD ExO Report**

Mr. Devin Abellon presented the Board of Director's report to the committee. He thanked the committee for its work and for helping to maintain a level of normalcy for ASHRAE members. He said that the Society is revising policies related to harassment, commercialism and the Code of Ethics; has established a proactive Diversity Task Group; and has a Bylaws update to change the 'Member' grade title to 'Full Member.'

The financial impact of COVID-19 where members have experienced a loss of income, the Society will provide assistance with dues.

He provided updates on the new ASHRAE HQ, the Epidemic Task Force, new member benefits, publications, conferences, professional development and resources available in the Technology Portal.

## **4. Joint Expo Policy Committee Report**

Mr. Metzger presented the report on behalf of Mr. Bill Harrison: a majority of the 2021 AHR Expo exhibitors were relieved to know that this year's show would be canceled due to the pandemic; exhibitor registrations for the 2022 AHR Expo in Las Vegas are encouraging; the 2021 AHR Expo Mexico is scheduled to take place in September in Monterrey; and the 2023 AHR Expo will take place February 6-8 in Atlanta.

## **5. 2021 Virtual Winter Conference**

The 2021 ASHRAE Virtual Winter Conference will be held Feb. 9-11, 2021. Ms. Maggie Moninski, conference chair, report that 331 presentations were reviewed for commercialism, and she thanked everyone for their work on the reviews. In all, only 6 presentations involving 5 presenters dropped out. She said that 25 live Q&A sessions need session chairs and she requested that CEC sign up for them.

Based on feedback on the 2020 Virtual (Annual) Conference, new enhancements were implemented: more live sessions were added, more timeslots were added to better accommodate attendees in across global time zones, reduced conference to 3 days from 4 days, added additional networking sessions and increased sponsorship revenue.

The 2021 Virtual Winter Conference will have 41 live sessions and 80 sessions presented 'on-demand.' There is a total of 143 sessions and events scheduled, comprised as follows: 89 seminars, 26 Paper Sessions (conference papers and technical papers, including 73 conference papers and 12 technical papers), 6 Meet-Ups and Roundtables, 6 Honors and Awards sessions, 4 Panel discussions, 4 Tours and Social Events, 3 Forums, 2 Workshops, 1 Debate, 1 Keynote and 1 Meeting of the Members.

Registrations for the 2021 Virtual Winter Conference have trended lower than the 2020 Virtual Conference. It is forecast that registrations will be 75% of the anticipated registration. Sponsorships have increased through the creation of new opportunities and outreach by ASHRAE Journal advertising representatives, the Development Committee, CEC Sponsorship Subcommittee and staff. A total of 14 sponsors and \$82K in revenue was received.

## **6. 2021 Annual Conference**

Ms. Reinders-Caron, conference chair, reported that on the review of conference papers: 21 need to be reviewed, 13 have been reviewed, 8 require revision and 33 are final approved. The Annual Conference will take place June 26-30, 2021 in Phoenix.

Ms. Carrie-Anne Monplaisir spoke on behalf of the Young Engineers in ASHRAE Committee. She said the Professional Development Subcommittee would like to be involved in the development of the technical programs. Ms. Rachel Romero spoke on improvements to the template provided to speakers for preparing their presentations. She said the current one is not a good one and that she would review the one for the 2021 Annual Conference.

**Action Item 1:** Staff will send to Ms. Romero the PPT template for the 2021 Annual Conference for her review.

## **7. 2022 Winter Conference**

Mr. Metzger presented the report on behalf of Mr. Raul Simonetti, conference chair. He said the tracks are set and that they will be posted soon on the conference Web site.

## **8. ExCom Report**

Mr. Metzger said he appreciated the work done by ExCom and had nothing further to report.

The list of future Annual and Winter Conference sites:

Annual, June 26-30, 2021 – Phoenix  
Winter, January 29 - February 2, 2022 – Las Vegas  
Annual, June 25-29, 2022 – Toronto  
Winter, February 4-8, 2023 – Atlanta  
Annual, June 24-28, 2023 – Tampa Bay  
Winter, January 20-24, 2024 – Chicago  
Annual, June 22-26, 2024 – Indianapolis  
Winter, February 8-12, 2025 – Orlando  
Winter, January 31 – February 4, 2026 – Las Vegas

## **9. Topical Conferences Subcommittee**

Ms. Marianna Vallejo provided a status update on the topical conferences:

- a. Topical Conferences Held Since June 2020
  - i. September 29 – October 1, 2020 *Virtual* Building Performance Analysis Conference and SimBuild, co-organized by ASHRAE and IBPSA-USA. (This conference originally was scheduled to take place August 9-13 in Chicago.) Nearly 400 people registered for the virtual conference, and it achieved a small surplus.
  - ii. November 5 – 6, 2020 *Virtual* 4th ASHRAE International Conference on Efficient Building Design—Materials and HVAC Equipment Technologies, Beirut, Lebanon. (This conference was originally scheduled to take place October 1-2, 2020.) The conference was organized by ASHRAE, the ASHRAE Lebanese Chapter and the American University of Beirut. Over 200 people registered for the conference. Fiscal responsibility was assumed by the American University of Beirut.
- b. Topical Conferences in Process
  - i. March 10-12, 2021, Virtual Design and Construction, *presented virtually*. This conference was originally scheduled to take place in Orlando, Florida.
  - ii. August 15-18, 2021, Ventilation 2021 Conference, Toronto, Canada
  - iii. September 13-15, 2021, IAQ 2020, Athens, Greece, co-organized by ASHRAE and AIVC. This conference was originally scheduled to take place September 14-16, 2020.
  - iv. September 22-24, 2021, 2021 Building Performance Analysis Conference, Denver, Colorado
  - v. December 5-8, 2022, Buildings XV, Clearwater Beach, Florida

## **10. Event Sponsorship Subcommittee**

Mr. Metzger reported that 14 sponsors were signed up for the 2021 Virtual Winter Conference, the most ever for a winter or annual conference. A total of \$82K was raised.

## **11. New Business**

Mr. Lee Riback addressed the overlapping schedules for reviewing presentations for commercialism for the virtual conference and the review of conference papers for the 2021 Annual Conference and that he was getting a lot of emails on both. Mr. Metzger said that with the 2021 Virtual Winter Conference dates pushed back it ran into deadlines for Phoenix paper reviews. Ms. Reinders-Caron she and Ms. Moninski worked together on the deadlines and that the Phoenix paper reviews were to be completed by December 18 before the presentations came in, but most papers were not reviewed by the deadline.

Some suggestions for improving the presentation review included: adding a link in the PPT template to the learning objectives, ask the session chairs to insert the learning objectives in the PPT template for their presenters, automating the commercialism review, adding a two-digit number instead of a single digit so sessions would sort correctly and provide better access to contact information for speakers.

Mr. Metzger recommended that a small group look at the issues for Confex and suggested Mr. Riback and Mr. Vikrant Aute put it on the calendar to address after the 2021 Virtual Winter Conference.

## **12. MBOs**

Mr. Metzger provided an update on the 2020-2021 MBOs. See Attachment A.

A discussion on extended abstracts submittals was started by Ms. Sonya Pouncy. Mr. Aute said that because of the pandemic, labs were shut down so that reduced the number of papers and extended abstracts. It was noted that conference papers are now indexed, which appeals to authors, and that all conference papers are now included in the registration fee and are available to all registrants. Ms. Pouncy suggested that speakers be given the option to not pay for a registration. Mr. Nohad Boudani asked for the committee to assist topical conferences in soliciting papers.

## **13. Adjournment**

Mr. Metzger adjourned the meeting at 1:45 p.m.

Respectfully submitted,



Anthony Giometti  
CEC Staff Liaison

Committee Objectives  
 Committee: Conferences and Expositions Committee  
 Year: 2020 – 2021  
 Chair: Corey Metzger  
 Vice Chair: Vikrant Aute

<b>Objective</b>	<b>Planned Completion Date</b>	<b>Status</b>	<b>Fiscal Impact</b>	<b>Responsible Party</b>	<b>Cost Budgeted</b>
1. Complete work on Committee Guidance Documents, Reference Manual and New Member Handbook.	12/31/2020	In process	None	Metzger, Operations Subcommittee, and Staff	None
2. Revise Sustainability Project guideline documents.	12/31/2020	In process	None	Metzger and Staff	None
3. Review requirements for Session Chairs and provide updated direction.	12/31/2020	In process	None	Operations Committee	None
4. Determine how to handle hybrid conferences (technical program for both in-person and remote attendees).	12/31/2020	In process	None	ExCom and Staff	None
5. Select the conference chairs for the 2023 Winter and 2023 Annual Conferences	6/30/2021	In process	None	Metzger and Aute	None
6. Increase representation of academic members on CEC.	6/30/2021	In process	None	Metzger and Aute	None