

## CONFERENCES AND EXPOSITIONS COMMITTEE

Minutes from the  
Meeting of June 15, 2021

### Members Present

Corey Metzger, Chair  
Vikrant Aute, Vice Chair  
Nohad Boudani  
Marites Calad  
Kristen Cetin  
Andy Cochrane  
Gary Debes  
Art Giesler  
Ashu Gupta  
Steve Idem  
Rupesh Iyengar  
Nivedita Jadhav  
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

Billy Austin  
Robert Cox  
Ryan MacGillivray  
Farhan Mehboob

### Guests

Brian Fronk  
Mick Schwedler  
Larry Smith  
Davide Ziviani

### Staff

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

<b>AI#</b>	<b>DUTY</b>	<b>DUE DATE</b>	<b>STATUS</b>	<b>ACTION ITEMS December 13, 2021 Meeting</b>
1	Staff	May 2, 2022	Open	Check with Confex about the feasibility of software scan in presentations for hyperlinks.

## **Call to Order**

Mr. Corey Metzger called the meeting to order at 11:03 a.m.

### **1. Approval of January 22, 2021 CEC Minutes**

**Motion 1:** It was moved by Mr. Gary Debes and seconded by Mr. Scott Peach that the minutes be approved.  
Vote: 16-0-0, CNV. PASSED

### **2. BOD ExO Report**

Mr. Devin Abellon thanked the committee for keeping the conferences moving forward during the pandemic and then proceeded to give an update on Society activities. 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.' A number of organizations are seeking MOUs from ASHRAE and are looking to the Society for information on the pandemic. He addressed the financial impact of the cancellation of the 2021 AHR Expo. The Society Transformation ad hoc committee is looking to streamline the organization of the Board of Directors and the Society. The Task Force for Building Decarbonization has been very active, and work continues on Vision 2030. Members now have more choices for their member benefit when joining or renewing their membership. Membership has dropped to 51K, Research Promotion raised \$2.1 million and the Washington staff and Government Activities Committee attended 78 meetings.

### **3. 2021 Annual Conference**

The 2021 Annual Conference pivoted to the 2021 Virtual Annual Conference, taking place June 29-30, 2021. Ms. Christine Reinders-Caron, conference chair, reported that 52 presentations had not been submitted for the virtual conference, and that the 'dual review' of presentations by junior and senior members of CEC could not be implemented. She said there were some emails that confused speakers in regards to 'live' and 'on-demand,' which led to some speakers who thought they were making live presentations. Also, the Research Summit authors were supposed to create a summary slide for their live presentation but many did not.

### **4. 2022 Winter Conference**

Mr. Raul Simonetti, conference chair, said 159 conference paper abstracts were received and 135 abstracts were accepted. At this point, only one third of the abstracts had assigned conference paper review chairs and reviewers. He noted papers are due July 12 and reviews are to be completed by August 19. Training for CPRCs is scheduled for June 22<sup>nd</sup>. The Web site opens for program submissions on June 18<sup>th</sup>.

### **5. 2022 Annual Conference**

Ms. Kristen Cetin, conference chair, said the conference tracks have been established and are ready for posting online along with the call for papers. The Annual Conference takes place June 25-29, 2022 in Toronto.

### **6. ExCom Report**

Mr. Metzger thanked ExCom, all committee members and staff for their work over the past year. He said the key items from ExCom would be addressed under 'New Business' and 'Old Business.'

### **7. Topical Conferences Subcommittee**

Ms. Marianna Vallejo, subcommittee chair, explained that ASHRAE conference procedures are applied to the topical conferences to 'brand' them. She said CEC has financial oversight of the topical conferences, and could be involved from helping with reviews to something more minimal. Mr. Metzger said more CEC members are encouraged to get involved in the topical conferences.

She said three conferences had transitioned to virtual from fact-to-face: 2020 Energy Efficient Design Conference in Beirut, the 2020 Building Performance Conference and SimBuild Conference in Chicago and the Virtual Design and Construction Conference to take place in Orlando.

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

- a. November 10-12, 2021, 2021 Building Performance Analysis Conference, Denver, Colorado
- b. May 4-6, 2022, IAQ 2020, Athens, Greece, co-organized by ASHRAE and AIVC.
- c. June 22-24, 2022, Ventilation 2022 Conference, Toronto, Canada. This conference will immediately precede the 2022 Annual Conference. Both conferences will be held at the same venue.
- d. October 20-21, 2022 – Efficient Building Design, Beirut
- e. December 5-8, 2022, Buildings XV, Clearwater Beach, Florida
- f. October 2023 – Cold Climate Conference, Anchorage, AK

## **8. Event Sponsorship Subcommittee**

Mr. Metzger reported that the 2022 Virtual Annual Conference raised \$78K in sponsorships with \$54.6 net to the Society. The sponsorship budget was set at \$50K.

## **9. Old Business**

Mr. Giometti provided an overview of the 2022 ASHRAE Student HVAC&R Competition, which is being organized by CEC and is sponsored by the Student Activities Committee. The paper competition will be judged by a jury made up of CEC members, SAC members and past jury members. Papers will be due in December and the finalists are expected to present their papers live at the 2022 Winter Conference.

## **10. New Business**

Ms. Lizzy Seymour said staff is working on pandemic policies of the 2022 Winter Conference for CEC's review and comment. She said Las Vegas needs a local vaccination rate of 60% in order to have 100% capacity in hotel rooms. An ad hoc committee will be established to establish the pandemic policies. She will prepare a two- to three-sentence response to people who have questions on what to expect in Las Vegas. Questions were raised if people need to prove they have been vaccinated or if they need a negative test. Also, it was requested meeting rooms and corridors be smoke-free.

Ms. Seymour addressed including language in RFPs to hotels that they comply with ASHRAE standards. Mr. Metzger previously had prepared language on this topic for another project, and he volunteered to revise the copy for the RFP. Ms. Reinders-Caron also volunteered to help.

Mr. Metzger said the CEC subcommittee that addresses Event Sponsorships was being re-organized for the new Society year and that this subcommittee needed to be incorporated into the CEC MOP. Ms. Maggie Moninski, Mr. Peach and Mr. Bert Phillips volunteered to work on revising the MOP.

Mr. Metzger addressed the CEC policy regarding hyperlinks in PDFs. It was noted that most PDF readers activate links. After a discussion, Mr. Reinders-Caron recommended that hyperlinks be allowed, but that the full link needed to be spelled out. Mr. Vikrant Aute recommended that software scan presentations for hyperlinks and noted he had developed code such a code and would be happy to share it with Confex, if CEC/ASHRAE decides to implement these automated checks.

**Action Item 1:** Staff will check with Confex about the feasibility of software scan for hyperlinks.

## **11. MBOs**

Mr. Metzger provided an update on the 2020-2021 MBOs. See Attachment A. Mr. Aute presented the 2021-2022 MBOs. See Attachment B. Mr. Abellon commented on the DEI initiative for conferences, saying that all TCs should participate in the initiative in their development of programs for winter and annual conferences.

## **12. Adjournment**

Mr. Metzger recognized the members who were rolling off the committee: Art Giesler, Ashu Gupta, Nivedita Jadhav, Ryan Mac Gillivray, Farhan Mehboob, Sonya Pouncy and Lee Riback. Mr. Aute thanked Mr. Metzger for leading the committee as chair over the past year. Mr. Metzger adjourned the meeting at 1:00 p.m.

Respectfully submitted,

*Anthony A. Giometti*

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	Open	None	Metzger, Operations Subcommittee, and Staff	None
2. Revise Sustainability Project guideline documents.	12/31/2020	Closed	None	Metzger and Staff	None
3. Review requirements for Session Chairs and provide updated direction.	12/31/2020	Open	None	Operations Committee	None
4. Determine how to handle hybrid conferences (technical program for both in-person and remote attendees).	12/31/2020	Open	None	ExCom and Staff	None
5. Select the conference chairs for the 2023 Winter and 2023 Annual Conferences	6/30/2021	Closed	None	Metzger and Aute	None
6. Increase representation of academic members on CEC.	6/30/2021	Closed	None	Metzger and Aute	None

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 Year: 2021 – 2022  
 Chair: Vikrant Aute  
 Vice Chair: Christine Reinders-Caron

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1. Implement Hybrid Format for 2021 BPAC and 2022 Winter and Annual Conferences	6/30/2022	Open	None	ExCom, BPAC Steering Committee and Staff	None
2. Streamlining/automating review process for papers and presentations	6/30/2022	Open	None	Operations Subcommittee and Staff	None
3. Apply DEI Initiatives to conference programs	6/30/2022	Open	None	Operations Subcommittee	None
4. Increase session chair engagement via new chair guidelines	6/30/2022	Open	None	Operations Subcommittee and Staff	None
5. Increase Conference Paper submissions and visibility	6/30/2022	Open	None	ExCom, Conference and Track Chairs and Staff	None
6. Select 2024 Winter and Annual Conference chairs	6/30/2022	Open	None	Aute and Reinders-Caron	None
1. Increase CEC membership on the Topical Conference Subcommittee	6/30/2022	Open	None	Topical Conference Subcommittee Chair	None