

**MINUTES**

**GOVERNMENT AFFAIRS COMMITTEE  
WEDNESDAY, OCTOBER 21, 2020  
9:30 AM – 11:00 AM EDT  
~VIRTUAL MEETING ~**

**APPROVED: January 27, 2021.**

**ATTENDANCE**

**Members Present**

Terry Townsend, Chair  
Chad Smith, Vice Chair  
Eileen Jensen  
Larry Fisher  
Steven Emmerich  
Sheila Hayter  
Meghan McNulty  
Thomas Reyes  
Robert Hoadley  
Kinga Porst Hydras  
Matthew Jensen  
Damon McClure  
Andrea Phillips  
Colin Laisure-Pool  
Daryl Collerman  
Colin Laisure-Pool  
Eduardo Conghos  
Sam Hui  
George Pantelidis  
Gian Modgil  
Dunstan Macauley  
Nanette Lockwood  
Tim Ashby

**Members Absent**

Nate Heffner  
Lorey Flick  
Roger Jones  
Farooq Mehboob

**Guests**

Jared Larson, Student Act.

**Staff**

Alice Yates  
Jeremy Pollack  
Emily Porcari  
Patricia Ryan

## **CALL TO ORDER, WELCOME AND ROLL CALL**

Mr. Townsend called the meeting to order at 9:31 a.m. EDT and welcomed the members. Roll call was taken, and a quorum was present.

## **ASHRAE CODE OF ETHICS**

Mr. Townsend read the Code of Ethics commitment, and also reviewed the etiquette for the virtual meeting format.

### *ASHRAE Code of Ethics Commitment*

*In this and all other 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 we shall avoid all real or perceived conflicts of interests.*

(Code of Ethics: <https://www.ashrae.org/about/governance/code-of-ethics>)

(Core Values: <https://www.ashrae.org/about/ashrae-s-core-values>)

## **REVIEW OF AGENDA**

Mr. Townsend reviewed the agenda and asked if there were any items to add. None reported.

## **APPROVAL OF MINUTES FROM JUNE 9, 2020 MEETING**

Mr. Townsend asked to review the minutes from the last GAC meeting on June 9, 2020.

**MOTION:** To approve the minutes of June 9, 2020 as written.

Motion made by Mr. Laisure-Pool and seconded by Ms. Jensen.

**MOTION PASSED: APPROVED BY VOICE VOTE (CNV).**

## **SUMMARY OF VIRTUAL ANNUAL MEETING**

Mr. Townsend reviewed the first virtual annual meeting of ASHRAE, encouraging GAC members to stay engaged, even though we cannot meet in person. Mr. Townsend reported on highlights from the annual meeting. A more detailed report is provided in Attachment A.

- 5 Public Policy Issue Briefs were approved by GAC, Tech Council, and ExCom (The PPIB on Environmental Tobacco Smoke was rescinded since Tech Council reported there is new information)
  - Consensus Standards: Expert Solutions to Meet Global Needs
  - Refrigerants and Their Responsible Use
  - Climate Change and the Built Environment

- Resiliency in the Built Environment
- Utilizing Energy Metrics and Building Benchmarking to Improve Whole Building Energy Performance.
- A streamlined process for reviewing and approving PPIBs was approved
- Public Policy Priorities for SY2020-21 were approved by the GAC, ExCom and the Board
- MBOs for SY2020-21 were approved
- GAC Subcommittee Assignments were made
- Government Outreach Events were reported: a total of 48 events were held, surpassing the goal of 45 events.
- A one-pager that defined the components of a Government Outreach event was reviewed and approved.
- The Board decided that Interel, an Association Management Company, will run the ASHRAE Brussels Office with a focus on Government Affairs

## UPDATE ON ACTION ITEMS

Ms. Yates reported that all of Action Items have been completed.

## UPDATE FROM EPIDEMIC TASK FORCE

Mr. Townsend reported the Epidemic Task Force continues to make updates to its guidance documents, and that government affairs staff have worked with the ETF to create several one-page summaries of the guidance useful to elected officials and policy audiences: (1) building re-opening; (2) polling places; (3) residential buildings; and (4) reopening schools. To share information about the ETF and ASHRAE resources on coronavirus, government affairs staff created a PowerPoint presentation that can be used for virtual outreach events. Be sure to go to [www.ashrae.org/covid19](http://www.ashrae.org/covid19) and look at volume of material that is available. Bring anything you want brought up to the ETF to Terry, as he is a member of the ETF. More details about the work of the ETF can be found in Attachment B.

## SUBCOMMITTEE REPORTS AND MBO STATUS REPORTS

Chairs of the GAC Subcommittee provided reports along with a status update on the MBOs assigned to their subcommittees (see Attachment C).

### Executive Subcommittee

Mr. Townsend reported the subcommittee has met once, and is expected to meet again before the Winter meeting.

**MBO #1:** Develop a 2030 vision statement for the GAC, accompanied with goals and objectives.

**MBO #2:** Establish a GAC Advisory Board made up of senior staff from various government bodies; this group would advise ASHRAE on what technical resources they need.

**MBO #4:** Develop a general training for code officials, which could be used by chapters globally. – training with code officials – Atlanta Regional – Meghan McNulty

### Policy and Programs Subcommittee

Mr. Hoadley reported the subcommittee has met two times, and is expected to meet again in early November. The committee has spent a significant amount of time discussing needed updates to PPIBs, including possible new PPIBs which might include one on residential, decarbonization, and possibly adding diversity to the STEM PPIB and revising the Climate PPIB so it also discusses economic issues.

**MBO #6:** Identify ASHRAE resources and develop advocacy materials that can help state, provincial, federal, and global governmental entities reach their 2030/2050 goals

**MBO #9:** Identify any issue for which a Position Document should be developed or for which an existing ASHRAE PD should be revised per the ROB (1.300.002) in order to be responsive to government inquiries and needs for which ASHRAE currently doesn't have the relevant information. Before any issue or addition is recommended, work with pertinent ASHRAE GAC Council representative(s) and/or liaison(s) to confirm the information isn't already being developed, potentially as a different type of resource such as a guidance document.

### Member Mobilization Subcommittee

Ms. Phillips reported the subcommittee has met two times, and is expected to meet again before the Winter meeting. Ms. Phillips also reported the subcommittee is working to clarify the deadline for nominations for the GAC Award, since the CRC schedule changes have led to conflicting deadlines.

**MBO #3:** Develop a Government Affairs Training webinar and/or event for members outside the committee to increase participation. Develop chapter-to-chapter training to learn from exemplary chapters who have been successful in their government outreach, including sharing why it is beneficial for the ASHRAE members involved.

**Colin:** meeting on Nov. 11

**MBO #7:** Further develop communication tools using FiscalNote software to improve information between Society and Chapters.

### Global Affairs Subcommittee

Mr. Hui was not on the call, so staff liaison Jeremy Pollack reported in his stead. The subcommittee has met once, and is expected to meet again before the Winter meeting.

**MBO #5:** Identify events attended by government officials at which ASHRAE members can attend for the purpose of outreach and advocacy.

**MBO #8:** Identify in which countries outside the U.S. ASHRAE Standards have been adopted or used as guidance; document 2-3 examples of how ASHRAE standards have been used globally and what types of advocacy were used which could help with such efforts in other locations.

**Action Item:** Jeremy will follow-up with Ayah on outreach to government officials who received training at the Global Training Center. **Deadline: ASAP**

The subcommittee discussed the need to modify MBO #8.

**MOTION:** To amend MBO #8 to read as follows:

- MBO #8 – Identify in which countries outside the U.S. ASHRAE Standards, **guidelines, and resources** have been adopted or used as guidance **by the government**; document 2-3 examples of how ASHRAE standards, **guidelines, and resources** have been used globally and what types of advocacy were used which could help with such efforts in other locations.

Motion made by Mr. Larry Fisher and seconded by Mr. Eduardo Conghos.

**Background:** ASHRAE’s Global Affairs subcommittee has begun creating a list of countries outside the U.S. that have adopted ASHRAE standards. However, several governments around the world also review and utilize ASHRAE guidelines as well as other technical resources. The subcommittee believes that having this information and providing examples of these types of actions will be useful to the Society.

**Fiscal Impact:** NONE

**APPROVED BY VOICE VOTE**

**Action Item:** Alice will send the revised MBO to Members Council. **Deadline: ASAP**

#### Rules Subcommittee

Mr. Smith reported this subcommittee met once this year. Their goal is to have all updates to the GAC Manual of Operations available to full committee at the Winter Meeting. They will then work on the Resource Manual and the Rules of the Board.

#### Nominating Subcommittee

Ms. Hayter explained the work of this subcommittee is concentrated during the Winter meeting. The subcommittee will meet virtually or through email exchange in advance of the Winter meeting. At the Winter Meeting, this subcommittee will submit recommendations to the full committee. Please submit any recommendations to Sheila, and when doing so make sure you

include a few bullet points explaining why this individual is qualified for the position which you are recommending.

### **ExO REPORT**

Mr. Macauley had nothing to report but thanked the committee for all their efforts and dedication during this pandemic.

### **COMMUNICATIONS COORDINATOR REPORT**

Mr. Jones was not on the call.

### **REPORTS FROM COMMITTEE LIAISONS**

Residential Building Committee – Mr. Paul Francisco was not on the call. Alice reported that Francisco has rolled off and will work with the committee to identify a liaison to the GAC. Ms. Yates reported that the Chair of the Residential Building Committee reported that as an MBO, they are working on some policy documents similar to the EHC emerging issue briefs. These could be of interest and beneficial to the work of the GAC.

Building EQ Committee – Ms. Meghan McNulty attended some of the subcommittee meetings but does not have an update on the overall BEQ effort. Mr. Rob Hoadley thought the GAC policy goals could be useful to the Building EQ committee.

**Action Item:** Emily will send PPIBs and policy positions of interest to the Building EQ Committee. Deadline: **ASAP**.

YEA Committee – Ms. Madison Schultz reported they had their fall weekend, which was a virtual event. Mr. Colin Leisure-Pool reported that this was a very positive and productive event.

Student Activities – Mr. Jared Larson reported this committee runs the Building EQ competition, and they are working with the BEQ committee. Ms. Yates noted that if the committee has information they want to get out on government affairs to send it to her, and she can include in the GAU.

Refrigeration Committee – Ms. Alice Yates reported that Mr. Rajan Rajendran was called away for a work assignment. They are working on Standard 15.2P, and will keep the GAC informed. Ms. Nanette Lockwood reported the REF has reorganized by adding subcommittees, and are tracing various state regulatory efforts, particularly in California. Staff noted that President Gullede wrote two letters on California refrigerants regulations, and a hearing will be held, which we are working to have ASHRAE participation.

### **REPORTS FROM REGIONAL VICE CHAIRS**

Reports were received from the GAC RVCs.

- a. Region I – Mr. Reyes provided a report for Region I.
- b. Region II – Mr. Hoadley provided a report for Region II.
- c. Region III – Ms. Porst Hydras provided a report for Region III.
- d. Region IV – Mr. Ashby provided a report for Region IV.
- e. Region V – Mr. Heffner from Region V was not in attendance.
- f. Region VI – Mr. Jesson provided a report for Region VI.
- g. Region VII – Ms. Flick from Region VII was not in attendance.
- h. Region VIII – Mr. McClure provided a report for Region VIII.
- i. Region IX – Ms. Phillips provided a report for Region IX.
- j. Region X – Mr. Laisure-Pool provided a report for Region X.
- k. Region XI – Mr. Collerman provided a report for Region XI.
- l. Region XII – Mr. Conghos provided a report for Region XII.
- m. Region XIII – Mr. Hui provided a report for Region XII.
- n. Region XIV – Mr. Pantelidis provided a report for Region XII.
- o. Region at Large – Mr. Modgil provided a report for Region XII.

## **OTHER BUSINESS**

### GAC Mentor Program

Mr. Smith thanked the mentors for all of their great work; it appears this program is working well. Keep up the great work!

### GAC Award Nominations

**Action Item:** Emily will send email concerning GAC award nominations. Deadline: **ASAP**

## **NEXT COMMITTEE MEETING**

The Virtual Winter meeting will be held over the course of several weeks in January and early February. Chair Townsend will be in touch with committee members concerning meeting scheduling.

## **ADJOURN**

Mr. Rob Hoadley moved to adjourn the meeting, and Mr. Daryl Collerman seconded the motion. The motioned passed unanimously.

Mr. Townsend adjourned the meeting at 11:04 a.m. EDT

Respectfully submitted,  
Alice M. Yates, Staff Liaison

# ATTACHMENT A

## **Summary of Virtual Annual Meeting - Board and Members Council Meetings (Mr. Townsend)**

- GAC’s proposed Public Policy Priorities were approved by ExCom and the Board of Directors, and they were sent to MC as an “information item” (they have been posted to the website and are also on basecamp)
- Public Policy Issue Briefs (PPIB) – ExCom approved the 7 PPIBs from the GAC. Subsequent to ExCom’s review, Tech Council requested that GAC not post the Environmental Tobacco Smoke (ETS) PPIB as an updated Position Document contains new relevant information.
- GAC’s SY20-21 MBOs approved in May were submitted to Members Council.
- Two GAC motions that proposed revisions to the GAC MOP were approved by Members Council:
  - MOP Change #1 was a hold-over from Orlando and provides a clearer reporting structure, and reflects the global nature of ASHRAE.
  - MOP Change #2 spelled out responsibilities on drafting, reviewing, and proposing new PPIBs.
- Other BOD Highlights
  - Funding for Building EQ was significantly reduced, to \$14,000
  - The Brussels Office will be run by an Association Management Company called Interel at a reduced budget, and will focus only on government affairs, and at a limited level (e.g., no outreach assistance – just policy tracking and sharing)



## **ATTACHMENT B**

### **Update from the Epidemic Task Force**

The ETF has been working furiously to develop a wide range of guidance documents to minimize viral spread through building systems.

THANK YOU to GAC members and those in your chapter for getting this information out to policy makers and government officials.

- Your work has been highlighted in Government Affairs Updates – we are so proud of you!
- Remember this outreach can be counted as a “Government Outreach Event” as long as it meets the criteria in the definition
- Please remember to report these events using the online form, and if you want it shared in the GAU, please let staff know.
- We have prepared a number of tools to help get this technical information into the hands of policy-makers:
  - PowerPoint presentation for government audiences, that provides an overview on the work of the ETF and the guidance available
  - 4 one-pagers to summarize guidance by the ETF:
    - General – Re-opening Buildings
    - Schools/Universities
    - Polling Places
    - Residential Buildings
  - A one-page Info-Graphic that summarizes ETF resources available
  - From the RAL, a Presentation was also requested specifically on Schools and we are working with the ETF and the “emerging economies” team to determine if such a presentation can be created.
- Other government news related to the work of the ETF:
  - Senator Heinrich introduced legislation that would provide grants to schools and require the Secretary of Education to consult with organizations like ASHRAE in developing the technical requirements for the grants
  - Several webinars, including one with Senator Jack Reed and another with Staff from the House Energy and Natural Resources Committee, have included panelists from the ETF
- The ETF now meets on about a monthly basis (earlier this year, it was meeting twice a week!). Please give any ideas to Terry if you want to bring them to the ETF

**Status Update on GAC MBOs  
SY2020- 2021**

**Last Updated: October 21, 2020**

MBO	Subcommittee Assigned	Status
<p>1. Develop a 2030 vision statement for the GAC, accompanied with goals and objectives.</p>	<p>Executive Subcommittee</p>	<ul style="list-style-type: none"> <li>• An Ad-Hoc subcommittee for this MBO has been formed. The Ad Hoc will hold a kick-off meeting in October. Members are listed below: <ul style="list-style-type: none"> <li>Chad Smith (Team Lead)</li> <li>Meghan McNulty</li> <li>Colin-Laisure Pool</li> <li>Nannette Lockwood</li> <li>Gian Modgil</li> <li>Terry Townsend</li> </ul> </li> <li>• The goal is to finalize the vision statement, goals and objectives by the Annual Meeting (Summer 2021).</li> </ul>
<p>2. Establish a GAC Advisory Board made up of senior staff from various government bodies; this group would advise ASHRAE on what technical resources they need.</p>	<p>Executive Subcommittee</p>	<ul style="list-style-type: none"> <li>• Chair Terry Townsend appointed 3 members to serve on a team to address this MBO: <ul style="list-style-type: none"> <li>– Tim Ashby</li> <li>– Colin Laisure-Pool</li> <li>– Thomas Reyes</li> </ul> </li> <li>• An initial meeting has been scheduled to discuss activities identified by Terry for this MBO.</li> </ul>
<p>3. Develop a Government Affairs Training webinar and/or event for members outside the committee to increase participation. Develop chapter-to-chapter training to learn from exemplary chapters who have been successful in their government outreach, including sharing why it is beneficial for the ASHRAE members involved.</p>	<p>Member Mobilization</p>	<ul style="list-style-type: none"> <li>• The Member Mobilization Subcommittee has established an Ad-Hoc of 5 members to address this MBO.</li> <li>• Colin Laisure-Pool organized a meeting for November 11.</li> </ul>
<p>4. Develop a general training for code</p>	<p>Executive Subcommittee</p>	<ul style="list-style-type: none"> <li>• Chair Terry Townsend formed an implementation team, to be led by Roger Jones on this MBO. Team</li> </ul>

<b>MBO</b>	<b>Subcommittee Assigned</b>	<b>Status</b>
officials, which could be used by chapters globally.		<p>members include George Pantelidis (RVC, Region XIV), and others are being recruited.</p> <ul style="list-style-type: none"> <li>• Alice has connected Roger with an ICC Presidential Member</li> <li>• Meghan is in an Atlanta regional group that wants to meet with ASHRAE on code training and Meghan will refer Roger to that group</li> </ul>
5. Identify events attended by government officials at which ASHRAE members can attend for the purpose of outreach and advocacy.	Global Affairs	<ul style="list-style-type: none"> <li>• Subcommittee members will work with the GTC to identify and contact government officials that attend training and webinars.</li> <li>• Members will each identify an international organization that hosts events of interest to ASHRAE members.</li> </ul>
6. Identify ASHRAE resources and develop advocacy materials that can help state, provincial, federal, and global governmental entities reach their 2030/2050 goals	Policy & Programs	<ul style="list-style-type: none"> <li>• Subcommittee members have identified at least one goal for their region. Goals need to be reviewed before materials or positions are developed.</li> <li>• A list of goals has been compiled by ASHRAE staff in a spreadsheet. Subcommittee members will add to the list by end of October, focusing on elements where ASHRAE resources can help.</li> </ul>
7. Further develop communication tools using FiscalNote software to improve information between Society and Chapters.	Member Mobilization	<ul style="list-style-type: none"> <li>• The Member Mobilization Subcommittee has established an Ad-Hoc of 3 members to address this MBO.</li> <li>• Staff has developed two draft reports from FiscalNote for review and discussion by the Ad-Hoc.</li> </ul>
8. Identify in which countries outside the U.S. ASHRAE Standards have been adopted or used as guidance; document 2-3 examples of how ASHRAE standards have been used globally and what types of advocacy were used which could help with such efforts in other locations.	Global Affairs	<ul style="list-style-type: none"> <li>• The subcommittee is exploring if a webpage should be created that list what standards are adopted in each country.</li> <li>• The Subcommittee has voted to expand the MBO to include “Standards, guidelines, and resources.”</li> </ul>

<b>MBO</b>	<b>Subcommittee Assigned</b>	<b>Status</b>
<p>9. Identify any issue for which a Position Document should be developed or for which an existing ASHRAE PD should be revised per the ROB (1.300.002) in order to be responsive to government inquiries and needs for which ASHRAE currently doesn't have the relevant information. Before any issue or addition is recommended, work with pertinent ASHRAE GAC Council representative(s) and/or liaison(s) to confirm the information isn't already being developed, potentially as a different type of resource such as a guidance document.</p>	<p>Policy &amp; Programs</p>	<ul style="list-style-type: none"> <li>• Subcommittee members have begun identifying topics they think the society should develop a position on for the future. Topics discussed include wildfires and decarbonization.</li> <li>• Subcommittee is also looking at this from an international perspective</li> </ul>