

**Residential Buildings Committee
2021 Virtual Winter Meeting
Thursday, January 21, 2021**

ATTENDANCE

12 Voting Members: Quorum = 7

Voting Members:		Ex-Officio Members:	
Pat Graef – Chair (2021)	X	Adrienne Thomle – Board Ex-O	X
Richard Karg – Vice-Chair (2021)	X	Bill McQuade – CO	X
Steve Baden (2022)	X	Lilas Pratt – Staff Liaison	X
Mike Blanford (2021)	X		
Roy Crawford (2022)	X	Guests:	
Bill Healy (2022)	X	Larry Smith (TAC)	X
Glenn Hourahan (2021)	X	Stephanie Reiniche	X
Mark Lawrence (2023)	X	Larry Schoen	X
Bjarne Olesen (2023)	X	Steve Emmerich (OPS)	X
Steve Saunders (2023)	X	Mike Moore (62.2)	X
Eric Werling (2021)	X	Tim McGinn	X
Jon Winkler (2021)	X	Soph Davenberry	X
		Vrushali Mendon	X

PRINCIPAL MOTIONS¹

Motion #1: Steve Saunders moved, and Glenn Hourahan seconded that the November 2, 2020 meeting notes be approved as distributed.

Vote: Motion passed by unanimous voice vote, 11-0-0, CNV

Motion #2: The Process Subcommittee recommended that the Residential Building Committee approve the proposed guideline Title, Purpose, Scope (TPS) for the *Design and Construction Practices for Controlling Humidity in Residential Buildings* as distributed.

Vote: Motion passed by unanimous voice vote, 11-0-0, CNV

Motion #3: The Communications Subcommittee recommends that the Residential Building Committee approve the proposed *Achievements in Residential Buildings Activity Award* as distributed.

Motion #3a: Glenn Hourahan moved, and Steve Baden seconded that the title of the award be changed to *Residential Buildings Service Award*.

Vote on Amendment: Motion passed by unanimous voice vote, 11-0-0, CNV

¹ All votes are recorded as yes-no-abstain.

Motion #3b: The Communications Subcommittee recommends that the Residential Building Committee approve the proposed *Residential Buildings Service Award* as amended.

Vote on Amended Motion: Motion passed by unanimous voice vote, 11-0-0, CNV

NEW AND OPEN ACTION ITEMS

January 21, 2021 Residential Buildings Committee Meeting			
1	Lilas Prat	Forward proposed residential guideline form to Standards Committee with a note that the committee is still working on identifying a potential chair.	New
2	Lilas Prat	Set up a conference call with Eric Werling and TAC Chair to discuss proposed collaboration/liaison process with RBC	New
3	Lilas Prat	Send the Residential Buildings Service Award proposal to Honors & Awards Committee for consideration at their next meeting.	New

January 14, 2021 Communications Subcommittee Meeting			
1	Rick Karg	Develop a plan to pursue the wildfire smoke issue as a residential issue brief for discussion at next meeting.	On-going
2	Mark Lawrence	Develop a list of seminar topics and associated TCs to approach about submitting proposals for the Phoenix Annual Conference Technical Program.	On-going
3	Eric Werling	Follow up with Bethany Sparn on the Smart Technologies topic for the next residential Journal column	On-going
4	Lilas Pratt	Add links to the RBC web page for past residential Journal columns and articles.	On-going

November 2, 2020 Web Winter Meeting			
1	RBC Leadership	Identify someone to report on Standard 90.2 moving forward.	On-going
2	Lilas Pratt	Remind Paul Francisco about his offer to share outside residential resources that he had previously assembled (see also 6/25/2020 AI #3)	New
3	Bjarne Olesen	Circulate the first draft of the Research Strategic Plan (as developed by the RAP) to RBC for feedback when it is available.	On-going

October 22, 2020 Communications Subcommittee Meeting			
2	RBC Members	Suggest topics for potential position documents	On-going
4	Lilas Pratt	Determine if anyone is signed up for RBC listserve	On-going

MEETING NOTES

1. Call to Order – **Meeting convened at 12:03pm EST.** Quorum was established.
2. Review of [Action Items](#)
3. Report from the Chair
 - Pat Graef reported on the membership status for the current SY and looking forward to SY 21-22 membership.
 - All the Committee members were reminded that residential Information/content is needed for the RBC web page. Recommendations for content should be sent to Communications Subcommittee Chair (Bill Healy) and Lilas Pratt.
 - Pat Graef also reminded the subcommittees that as they make progress against the [RBC 20-21 MBOs](#), they need to provide procedural information to be included in the RBC Reference Manual as the final step in completing the MBO.
4. Report from BOD Ex-Officio (Thomle)
 - Adrienne Thomle presented the BOD ExO PowerPoint which has been posted to Basecamp. (File: [ASHRAE Leadership Preso Winter to RBC VC 2021.pdf](#)).
5. Approval of meeting minutes (Graef)
November 2, 2020 Virtual Annual Meeting

Motion #1: Steve Saunders moved, and Glenn Hourahan seconded that the November 2, 2020 meeting notes be approved as distributed.

Vote: Motion passed by unanimous voice vote, 11-0-0, CNV

6. Process Subcommittee Update (Hourahan)
 - Glenn Hourahan reported on the subcommittee's activities and the progress of their assigned [RBC MBOs](#). The full Process Subcommittee report is shown in [Attachment A](#).
 - Mr Hourahan reviewed the proposed residential *Guideline for Design and Construction Practices for Controlling Humidity* as shown in the [Proposed Guideline Form](#).

Motion #2: The Process Subcommittee recommended that the Residential Building Committee approve the proposed guideline Title, Purpose, Scope (TPS) for the *Design and Construction Practices for Controlling Humidity in Residential Buildings* as distributed.

Discussion:

- The guideline is intended to pull together all the other resources on humidity control and provide best practice guidance.
- Joe Lstiburek recently updated a document that would likely be relevant to this subject. It may still be in the final publication process. It is a potential resource for the guideline.
- Adrienne Thomle noted that this guideline would work well with a PD on

Vote: Motion passed by unanimous voice vote, 11-0-0, CNV

- Mr. Hourahan reported on the development of a [TAC/TC Liaison Collaboration](#) as a first step towards liaising with relevant TCs. The plan is for Eric Werling to meet with the TAC Chair and propose a process for promoting that collaboration. There was consensus within the committee that this was an appropriate approach.
- Progress against the remaining MBOs was also noted. Details are shown in the subcommittee report in [Attachment A](#).

7. Communications Subcommittee Update (Healy)

- Bill Healy reported on the subcommittee's activities and the progress of their assigned [RBC MBOs](#). The full Process Subcommittee report is shown in [Attachment B](#).
- Bill Healy solicited information from the committee on:
 - Ideas and suggestions for Journal articles/columns
 - Potential seminar topics for future ASHRAE meetings
 - ASHRAE resources to be featured on the RBC website.
- Progress against the MBOs was noted. Details are shown in the subcommittee report in [Attachment B](#).
- Mr. Healy introduced the [Proposed Residential Buildings Award](#) and briefly reviewed the rules and procedures in that proposal.

Motion #3: The Communications Subcommittee recommends that the Residential Building Committee approve the proposed *Achievements in Residential Buildings Activity Award* as distributed.

Discussion:

- Several committee members expressed concern about the title noting that it should reference Service rather than Achievements.

Motion #3a: Glenn Hourahan moved, and Steve Baden seconded that the title of the award be changed to *Residential Buildings Service Award*.

Discussion:

- The categories that the award would need to fit into were noted for the committee and it was agreed that they are service oriented.
- It was also noted that the award development was patterned after the Environmental Health Award.

Vote on Amendment: Motion passed by unanimous voice vote, 11-0-0, CNV

Motion #3b: The Communications Subcommittee recommends that the Residential Building Committee approve the proposed *Residential Buildings Service Award* as amended.

Vote on Amended Motion: Motion passed by unanimous voice vote, 11-0-0, CNV

8. Green Guide Residential Chapter

- Pat Graef reported that the GreenGuide is updated every few years and that RBC was asked to do an update on the residential chapter for the latest revisions.
- A small working group has finished a draft for consideration and review by the GreenGuide committee. Some additional revisions are expected after that review.

9. Liaison Reports

- Rick Karg reported on the Epidemic Task Force (ETF) and noted that he is the RBC liaison to the ETF residential team. He reported on the latest statistics to the ETF web pages and noted some of the guidance documents that have been created by the ETF. He recommended that everyone visit the ETF web page on the ASHRAE web site.
- Bill McQuade noted that there have been many conversations on how to wind down the task force while continuing the development of resources and research in this area.

10. Upcoming Meetings (TBD)

- A doodle poll will be sent out for the next full committee meeting.
- Communications SubC: Thursday, February 25, 2:00pm-3:00pm EST
- Process SubC: Thursday, March 4, 11:00am-12:00pm EST

11. Adjourn – **Meeting adjourned at 2:00pm EST**

Residential Building Committee (RBC) Scope and Purpose from the Rules of the Board (ROB)

2.423.001 SCOPE AND PURPOSE

This committee shall be responsible for identifying major residential trends impacting the practice of HVAC&R, informing the ASHRAE leadership and membership of these trends and their potential impacts, and making recommendations on new activities and policies in response to these trends. In addition, this committee shall serve as a resource to the Society on activities and issues that relate to residential impacts of building technologies including but not limited to ventilation, and thermal organizations that focus on residential buildings. The committee will be responsible for implementation of the residential aspects of the Strategic Plan.

Residential Building Committee (RBC) 20-21 MBOs

MBO 1.1 – Determine RBC’s role with the Buildings Conference

MBO 1.2 – Initiate the process for a new residential guideline

MBO 1.3 – Develop a process to collaborate with TCs to help with research RTARs and Work Statements

MBO 1.4 – Update residential information in existing ASHRAE documents

MBO 1.5 – Develop guidance document for ASHRAE residential building science guide

MBO 2.1 – Identify major trends and put out to membership and leadership

MBO 2.2 – Develop position documents, emerging issues briefs, and/or public policy issue briefs

MBO 2.3 – Propose and sponsor Seminar, Distinguished Lecturer, and/or Training opportunities for residential within ASHRAE

MBO 2.4 – Improve and increase residential information on ASHRAE website

MBO 2.5 - Develop a residential award

Acronym List

AHRI – Air-conditioning, Heating and Refrigeration Institute

AIA – American Institute of Architects

BPI – Building Performance Institute

CEE – Consortium for Energy Efficiency

CM – Corresponding Member of TC

DOE – US Department of Energy

ETF – Epidemic Task Force

HUD – US Department of Housing and Urban Development

ICC – International Code Council

MBO – Management by Objective

MTG – Multi-disciplinary Task Group

NAHB – National Association of Home Builders

NARI – National Association of the Remodeling Industry

PCM – Provisional Corresponding Member of TC

RESNET – Residential Energy Services Network

RBC – Residential Building Committee

RP – Research Project

RTAR – Research Topic Acceptance Request

SSPC – Standing Standard Project Committee

TC – Technical Committee

VM – Voting Member

**RBC Process Subcommittee
Report to RBC
Meeting of 21 January 2021**

Motions for Residential Building Committee Approval:

1. The Process Subcommittee recommends that the Residential Building Committee approve the proposed guideline Title/Purpose/Scope (TPS) for *Design and Construction Practices for Controlling Humidity in Residential Buildings*.

Background: The process for proposing a new guideline involves submitting a form with a proposed title, purpose, and scope (TPS) to Standards Committee for consideration. The final committee vote will be added to the form prior to submission. The Process Subcommittee approved the form for a proposed guideline on the management of humidity in residential buildings with a vote of 6-0-0, CV.

Information Items:

1. MBO 1.1 – Determine RBC’s role with the Building Conference.
 - The goal is to create a replicable process for RBC involvement in this conference that can be added to the Reference Manual. Significant actions to date have been:
 - A meeting was held on 12/1/2020 with ASHRAE CEC and with the organizers from the last conference. This resulted in an agreement to add a more clearly defined residential aspect to the conference.
 - Bjarne Olesen has provided suggested edits to the draft ‘call-for-abstracts’ to encourage more residential content in the conference. The Steering Committee will review prior to announcing the upcoming conference.
 - RBC members Bjarne Olesen and Mike Blanford (RBC representatives) are to serve as voting members on the Conference Steering Committee.
 - Note: The conference is scheduled for 5 – 8 December 2022 (Clearwater, FL).
2. MBO 1.2 – Initiate the process for a new residential guideline.
 - A Title, Purpose, and Scope (TPS) for a proposed guideline, *Design and Construction Practices for Controlling Humidity in Residential Buildings*, has been crafted. The [Guideline Project Proposal](#) form for the proposed guideline is shown below.
 - The intended emphasis is on the design and construction of new residential buildings rather than existing buildings. Retrofitting / remediation of existing (occupied) buildings are not covered in this guideline.
 - The main audience is the home-building community (large-tract builders, small custom builders, and the 1-to-3 homes/year builders); issues of concern, and identifying suitable references / documents / citations for more information.
3. MBO 1.3 – Develop a process to collaborate with TCs to help with research RTARs and Work Statements.
 - The “*expanded*” goal is to develop the best approach for interacting with other ASHRAE committees.
 - Eric Werling will be reaching out to the TAC Chair to discuss how RBC can best interact/liaise with the TCs. As a precursor for those discussions, the subcommittee has defined the expectations for the collaboration and created a [Liaison Speaking Points](#) document as shown below.

- The message is how can RBC be of help to those TCs that have some residential focus in fulfilling their mission including research, program, handbook, standards, etc. Two approaches (to be undertaken in tandem) for discussion with the TAC Chair are:
 - RBC will identify a specific contact person from within the RBC committee to liaise with each of the eleven (11) TAC Section Heads.
 - RBC will directly approach the handful of obvious, residential-focused TCs and individually seek to establish a more direct and pro-active relationship with such TC's as is appropriate and supported by the TC chair.
 - This MBO activity also supports MBO 1.4.
4. MBO 1.4 – Update residential information in existing ASHRAE documents.
- The goal is to develop replicable processes that can be added to the Reference Manual.
 - An initial step is to identify which ASHRAE documents have residential content.
 - Jon Winkler and Mark Lawrence are creating a [Resource Compilation Spreadsheet](#) that details ASHRAE residential resources. Information being tabulated includes:
 - Document type – Handbook, standard, guideline, etc.
 - Handbook book or standard number
 - Year published
 - Cognizant TC
 - Primary content type – General, residential, commercial, or other
 - Residential content amount – Brief description of the amount of residential content in the item ranging from “None” to the “Entire Item”
 - Content title – Handbook chapter title, etc.
 - Content verified –item has been reviewed for residential content
 - Notes
 - The complication work ties this to MBO 1.5. This MBO also has synergy with MBO 1.3 and can benefit from a TC interaction/liaison process; Jon is interacting with Eric Werling in moving forward.
5. MBO 1.5 – Develop guidance document for ASHRAE residential building science guide.
- The intent is to create a document on how to identify and use existing residential content available from ASHRAE. The progress and schedule of this MBO follows the work of MBO 1.4.
 - An initial step is to identify which ASHRAE documents have residential content.
 - Mark Lawrence and Jon Winkler are cataloging residential ASHRAE resources in a [Resource Compilation Spreadsheet](#) which has been reviewed by the subcommittee.
 - The next step is to parse the list into what is truly “residential” and to create a manageable number of items listed. The best pathways to share this content with interested stakeholders will then be determined.
 - An electronic application in the Technology Portal has been suggested as a good approach to this information

MBO 1.2 – Guideline Project Proposal Form

NEW STANDARD OR GUIDELINE PROJECT PROPOSAL FORM

Name: Steve Saunders
Address: 12919 Granada
Galveston, TX 77554
Phone: 214.801.0070
Fax: N/A
Email: STEVE@TEMPOPARTNERS.COM

Representing:

- Self
 TC/TG _____
 ASHRAE Committee ... Residential Building Committee (RBC)
 Other Standards Writing Organization _____

The following to be completed by the recommending TC/TG:

TC/TG Vote for TPS _____ (Yes-No-Abstain-Absent)

TC/TG Recommendation for Chair: _____

TC/TG Vote for Chair: _____ (Yes-No-Abstain-Absent)

These TC/TG votes was taken at a TC/TG Meeting: Date: _____ Location _____

These TC/TG votes was taken by Letter Ballot: Date: _____

TC/TG Chair: Pat Graef (RBC Chair)

Please complete the following:

1. This is to propose a new Standard Guideline
2. If a standard is being proposed, indicated the type of standard that is being proposed (See Item 2 of Procedures for Requesting a New Standard or Guideline – check one): *N/A*
 Design Protocol Method of Test and Classification Rating
3. Is research required on this project before the standard or guideline can be written?
 Yes No If yes, please explain:
4. Proposed Cognizant TC/TG (if known): *TC 1.12 Moisture Management in Buildings*
5. Can the topic be addressed through revision of an existing document or adoption of an international standard? Yes No
6. Can another group produce the document more effectively?
 Yes No If yes, please explain:

Note: There is no single or central authority that has both the “standing” and the “knowledge base” to develop this guideline. There are a quite a number of papers and other information that offer guidance,

but they are too simplistic for effective and comprehensive action by HVAC Contractors (specifically) and by Builders and Developers who hire the contractor. ASHRAE has both the technical knowledge to develop this guideline and the industry standing that carries weight with the potential users of this guideline.

7. Is this a consumer product? (A consumer product is generally any tangible personal property for sale and that is used for personal, family, or household purposes.) Yes No

8. What is the purpose of this standard/guideline? Please give a brief explanation of the need for the project and its expected impact. (See Item 7 of Procedures for Requesting a New Standard or Guideline)

This guideline outlines appropriate design, construction methodologies and performance standards for the control of moisture, humidity, and mold in residential buildings. The information is intended for the residential construction (new homes and/or new apartment buildings) industry.

9. Provide an estimate on the amount of time needed to develop the document: *12-18 months.*

10. Are there any known negatives associated with the document being proposed?

Yes No

If yes, please explain:

11. Identify Stakeholders (i.e., code developers, consumers, government, design engineers, facility owners/operators, producers, regulatory agencies, utilities, etc.) likely to be directly and materially impacted by the standard or guideline (see Item 6 of Procedures for Requesting a New Standard or Guideline):

Key Stakeholders:

- *Production Homebuilders,*
- *Custom Homebuilders,*
- *Small and Large Multifamily Developers,*
- *HVAC Installation Contractors,*
- *MEP Design Engineering Firms,*
- *Architects, HERS and Energy Performance Index Rating Companies,*
- *Manufacturers and Distributors of HVAC and other Building Products.*
- *ICC Code Developers, Consumer Protection Groups,*
- *Programs like: ENERGY STAR, Zero Energy Ready Home, PHIUS, Green Building Standard*

12. Identify specific industry groups/organizations that would be interested in the proposed new project/document; and provide contact information for these groups, if known (e.g., IES, NFPA, NEMA, AHRI, National Labs etc.):

Groups likely to be interested in the new guideline:

- *NAHB,*
- *LBA (Leading Builders of America),*
- *Associations: ACCA, RESNET,*
- *Leading Raters of America,*
- *Texas Home Rating Alliance,*
- *Home Innovation Research Laboratory,*
- *Code groups (e.g., ICC),*
- *Federal Entities: HUD, EPA-ENERGY STAR, DOE*

13. List at least five people (the recommended chair plus four others) who have expressed an interest in being part of the committee (with contact information if known):

Name	Stakeholder Group Represented /Interest Category	Email address (if known)
1. Chair: xxxx		
2. Clayton Traylor	Leading Builders	clayton.traylor@LeadingBuildersofAmerica.org
3. Mike Holland	Home builders	Mike.holland@pultegroup.com
4. Clayton Morris	Leading Raters / Energy Raters	clayton@DPIS.com
5. Brian Mount	HVAC Contractor	brian.mount@tempopartners.com
6. Aaron Gary	Leading Raters / Energy Raters	Aaron.Gary@us-ecologic.com
7. Joey Brown	HVAC Contractor	joey.brown@tempoair.com

Proposed Title, Purpose, Scope (See Item 5 of Procedures for Requesting a New Standard or Guideline)

Title: *Design and Construction Practices for Controlling Humidity in Residential Buildings.*

Purpose: *This guideline provides design and construction methods for controlling moisture, humidity, and mold in new residential buildings.*

Scope:

- *New residential dwelling buildings being designed and constructed, single family and multifamily buildings.*
- *All systems and spaces including attics, basements, and crawl spaces.*
- *Buildings with transient occupancies such as hospitality and dormitory facilities are excluded.*
- *Applies to all climate zones.*
- *Addresses performance testing and diagnostic considerations; but, not testing / diagnostic or remediation / restoration practices after the building is occupied.*

Return Form to:

Attn: Procedures Administrator

ASHRAE

180 Technology Parkway

Peachtree Corners, GA 30092

Telephone: 404.636.8400 x1111

Fax: 678.539.2111

Email: procadmin@ashrae.net

Additional notes from the Residential Building Committee for consideration by the GPC:

- *The intended emphasis for the proposed draft is on the proper design and construction of new residential buildings (rather than existing buildings) to control humidity / moisture. The intended audience being the home building industry. Remediation / retrofitting guidelines for moisture/humidity problems in existing occupied homes would be a different guideline development effort.*
- *Possible general outline:*
 - *New Residential Design – Best Practices and procedures for the design of new residential buildings*
 - *Architecture and Design*
 - *Building Enclosure / Envelope*
 - *Mechanical Systems*
 - *Ventilation and Fresh Air*
 - *Construction considerations*

- *Performance Testing and Performance Standards*
- *Diagnostic Considerations*
- *Special Use Cases*
- *Approaches to avoid*

MBO 1.3 – TAC/TC Liaison Collaboration

“Speaking Points” Proposed RBC → TAC/TC Liaison Structure (January 12, 2021)

Background

The ASHRAE BOD has recognized that the residential sector of the HVACR marketplace can greatly benefit from ASHRAE standards, research, publications, and other resources. Some residential sector participants already benefit from these ASHRAE resources, but far below the potential benefit to the sector.

Additionally, a significant percentage of the ASHRAE membership undertake activities in the residential sector and would benefit from better coordinated presentation of ASHRAE residential content. In support of BOD directions, the Residential Building Committee (RBC; reporting to Technology Council) is advancing two specific Management by Objectives (MBOs) to address these opportunities by promoting collaboration with various Technical Committees (TCs) and / or other ASHRAE committees when undertaking their missions:

- MBO 1.3 – *Develop a process to collaborate with TCs to help with research RTARs and Work Statements* related to the residential sector (and by extension, other non-research items related to handbooks, publications, program, content, etc.),
- MBO 1.4 – *Update residential information in existing ASHRAE documents.*

Seeking to Establish a Liaison Role

The RBC would like to establish a more formal collaborative link with those TCs (and potentially also PCs/etc.) that have relevancy in the residential sector of the HVACR industry. The intent is to enable better information sharing between the RBC and appropriate TC’s and/or other ASHRAE committees to clarify and extend ASHRAE’s relevance in the residential HVACR sector. This information could be related to research, program, handbook, and/or standards activities. The goal of this enhanced information sharing is to find synergies, opportunities, and identify critical gaps (research, information, etc.) within or among the various committees.

Relationship Approach

In recognizing that TCs already have well-established missions and resource constraints – and to minimize duplicative efforts already undertaken by others within ASHRAE – a two-pronged approach is proposed:

1. RBC will identify a specific contact person from within the RBC committee to liaise with each TAC Section Head.
 - a. At their respective TAC breakfast meetings with the TCs (and in possible meeting notes that may be prepared/shared with the TCs), the TAC Section Heads can highlight a specific RBC person that TCs can contact if the TCs have questions/issues, or are seeking RBC support/direction, related to the residential sector.
 - b. RBC will also provide, upon request, briefings and/or content of interest to Section Heads in advance of their TAC breakfast meetings, as well as put a face to the RBC liaison role.
2. RBC will directly approach the handful of obvious, residential-focused TCs and individually seek to establish a more direct and pro-active relationship with such TC’s as is appropriate and supported by the TC chair.

- a. The assignment of an RBC Liaison with any committee would only be by mutual consent of RBC and that committee. If an RBC member is also a member of that committee, that person would be the logical choice for the RBC liaison. Alternatively, the committee could select one of their current members to interact with the RBC contact.
 - i. TC-selected liaisons who are not members of RBC will be welcomed to attend RBC committees and subcommittees as observers and/or as invited guests as appropriate to advance the missions of RBC and the respective TC's.
 - ii. RBC Liaisons to a TC may, or may not, attend the TC meetings depending on scheduling constraints.
 - iii. All TC-selected and/or RBC-assigned liaisons would receive meeting agendas, minutes, and notices from RBC and the corresponding TC's.
 - iv. Involvement as an RBC Liaison to the TC does not result in any additional voting rights to the TC. Likewise, a TC-selected member gains no voting rights to the RBC, nor inclusion in the RBC roster.
- b. RBC TC liaison activities will be determined mutually with each TC to address the needs and opportunities identified by the TC and RBC liaison. Such activities might include research planning assistance/coordination, external stakeholder engagement, coordination of program and journal activities related to residential content, etc.

MBO 1.4 & MBO 1.5 – ASHRAE Residential Resource Compilation

The compilation spreadsheet will play an important role in developing the process for updating ASHRAE residential content. It will help to identify content that needs to be updated, supplemented, or expanded and the cognizant TC responsible for the content, which relies on the result from MBO 1.3.

Several rows from the spreadsheet are shown below.

Document Type	Book/ Ch or Number	Year Pub	Cognizant TC	Primary Content Type	Residential Content Amount	Content (Standard, Guideline, Book, etc.) or Chapter Title
Handbook	HoA/1	2019	8.11	Residential	Entire Item	Residential Space Conditioning
Handbook	HoA/2	2019	9.8	Commercial	None	Retail Facilities
Handbook	HoA/3	2019	9.8	Commercial	None	Commercial and Public Buildings
Handbook	HoA/4	2019	9.12	Commercial	None	Tall Buildings
Handbook	HoA/5	2019	9.8	Commercial	None	Places of Assembly
Handbook	HoA/6	2019	9.8	Commercial	None	Indoor Swimming Pools
Handbook	HoA/7	2019	9.8	Commercial	None	Hospitality
Handbook	HoA/8	2019	9.7	Commercial	None	Educational Facilities
Handbook	HoA/9	2019	9.6	Commercial	None	Health Care Facilities
Handbook	HoA/10	2019	9.4	Commercial	None	Justice Facilities
Handbook	HoA/17	2019	9.10	Other	None	Laboratories
Handbook	HoA/18	2019	9.2	Other	None	Engine Test Facilities

**RBC Communications Subcommittee
Report to RBC
Meeting of 14 January 2021**

Motions for Residential Building Committee Approval:

1. The Communications Subcommittee recommends that the Residential Building Committee approve the proposed Achievements in Residential Buildings Activity award.

Background: The process for proposing a new ASHRAE award involves submitting the proposed award criteria to Honors & Awards committee for review and feedback. The Communications Subcommittee approved the description, procedures, and judging criteria for this new award with a vote of 5-0-0, CV

Information Items:

1. MBO 2.1 – Identify major trends and put out to membership and leadership
 - This is an overarching MBO that ties together many of the other MBOs.
 - An ASHRAE Journal manuscript draft on water heating is currently out for review by RBC for consideration to be published for the Residential Application Column in the March issue.
 - Other authors have been identified for these quarterly columns. Most likely next topic is Smart Technologies for Residential Buildings, but any topics that are ready should be submitted.
2. MBO 2.2 – Develop position documents, emerging issues briefs, and/or PPIBs
 - RBC is looking to develop content and an appropriate name for residential issue briefs that will fill a similar role to the ECH *Emerging Issues Briefs*.
 - A Brief on Wildfire Smoke is under consideration and will relate to proposed ASHRAE Guideline 44. Rick Karg will coordinate with Steve Emmerich and others to develop a working group.
 - Other topics of potential interest for Briefs: Transfer Air in Multifamily Buildings, Mold
3. MBO 2.3 – Propose and sponsor Seminar, Distinguished Lecturer, and/or Training opportunities for residential within ASHRAE
 - Two nominations for Distinguished Lecturers were submitted to CTTC in advance of the December 1 deadline.
 - There is no specific residential track for upcoming ASHRAE Conferences.
 - RBC will approach TC Program Chairs to encourage seminars of residential interest to upcoming ASHRAE conferences and will offer co-sponsorship when appropriate.
 - Topics of potential interest are electrification, solar panels in residential (appropriate for upcoming conferences in Phoenix and Las Vegas), heat pump/condensing dryers, wildfire impacts on residential, and home offices.

4. MBO 2.4 – Improve and increase residential information on ASHRAE website
 - The focus is initially on the RBC website. Steve Saunders reviewed and made suggestions for immediate changes which have been implemented.
 - A survey was sent to the committee regarding the focus and audience for residential information on the ASHRAE website. The Web Page Survey Feedback was compiled and reviewed by the subcommittee.
 - Resources will be added to the RBC web page including information from the Process Subcommittee work on cataloging residential content within ASHRAE and highlighting of 5 to 10 most popular standards and other items

5. MBO 2.5 – Develop a Residential Award
 - A writeup for a [Proposed Residential Buildings Award](#) has been developed as shown below. This is intended to be an annual award to recognize excellence in volunteer service within ASHRAE focused on residential building issues over previous two years society years.
 - RBC would judge the submittals and present the award during an RBC meeting at the ASHRAE Winter Conference.
 - A point system has been developed to help select the awardee.

MBO 2.5 Proposed Residential Buildings Award

~~Achievements in Residential Buildings Activity Service~~ Award
Residential Building Committee

Overview

Purpose. The purpose of the award is to recognize excellence in volunteer service focused on Residential Building issues. It will serve to heighten general membership awareness of, and interest in, Residential Building activities.

Application

A nomination for the Achievements in Residential Buildings Award should include a one-page cover letter outlining the nominee's Residential Buildings activities in ASHRAE. This summary should contain an explanation, approximately 100 words, of the nominee's qualifications. Self-nominations are welcome.

Eligibility Requirements.

The award is open to ASHRAE members and non-members who have demonstrated outstanding achievement in ASHRAE activities related to the residential building sector. The recipient will be selected from all nominations that have points in at least one category as outlined under the Judging section. Residential Building Committee Members and Technology Council members are ineligible for receipt of the Achievements in Residential Buildings Award during the terms they serve on the respective committees.

Award applications should include a letter of nomination outlining eligibility and a nomination form.

Judging

A subcommittee within the Residential Building Committee will annually review all eligible nominations received and make a recommendation to the Residential Building Committee for its consideration at the ASHRAE Winter Meeting based on the following procedures.

Nominations will be judged based on both the number of points awarded and the quality of the work as detailed in the application. Following is an outline of how points are awarded for activities conducted during the previous two Society years (July 1 through June 30).

A. ASHRAE activities

1. Chairing a Residential Building program (2 points)
2. Presenting at a Residential Building program (1 points)
3. Chair of a residential related Position Document Committee (3 points)
4. Member of a residential related Position Document Committee (2 point)
5. Lead Reviewer of a handbook chapter related to residential building (1 point)
6. Chair of a Guideline/Standard Committee related to residential building (2 points)
7. Member of a Guideline/Standard Document Committee related to residential building (1 point)
8. Chair of a Project Monitoring Subcommittee for a research project focusing on residential building (2 points)
9. Member of a Project Monitoring Subcommittee for a research project focusing on residential building (1 point)
10. ASHRAE Chapter Distinguished Lecturer residential related presentation (1 point)

B. Conference activities

1. Chair of the ASHRAE Buildings Conference or another ASHRAE-sponsored conference with a focus on residential building (3 points)
2. Member of an organizing committee for the Buildings Conference or another ASHRAE-sponsored conference with a focus on residential building (2 points)
3. Chairing session at the Buildings Conference or another ASHRAE-sponsored conference with a focus on residential building (1 point)
4. Presentation at the Buildings conference or another ASHRAE-sponsored conference with a focus on residential building (1 point)
5. Presentation on ASHRAE residential related topics at any conference. (1 point)

A. Other activities

1. Discretionary points awarded for additional residential activity as detailed in the award nomination (1 to 4 points)

Award Presentation

Each year the Residential Building Committee recognizes the outstanding efforts of a single volunteer in the area of Residential Buildings activities for the previous two Society Years. Nominations are solicited during the first half of the Society year and are due to ASHRAE by December 1. The Residential Building Committee will select the recipient and notify the Honors and Awards Committee of its selection at the ASHRAE Winter Meeting. The award will be presented during the Residential Building Committee at the ASHRAE Winter Meeting.