

**Residential Building Committee
Web Meeting
September 10, 2018**

**These draft minutes have not been approved and are not the
official record until approved by the Residential Building Committee**

Attendance

	9/10/2018		9/10/2018
Voting Members:		Ex-Officio Members:	
Theresa Weston – Chair (2019)	X	Van Baxter – Board Ex-O	X
Paul Francisco – Vice-Chair (2019)	X	Mick Schwedler - CO	N/A
Pankaj Dharker (2020)	X	Lilas Pratt - Staff	X
Pat Graef (2020)	N/A		
Glenn Hourahan (2021)	X	Liaisons:	
Jeff Inks (2019)	N/A	Bill McQuade (GGAC)	X
Dan Int-Hout (2020)	X		
John Jones (2021)	X	Staff:	
Leslie Jonsson (2021)	X	Jim Scarborough	X
Richard Karg (2020)	X		
Neil Leslie (2019)	X	Guests:	
Chris Mathis (2019)	X	Mark Lawrence	X
David Weishuhn (2019)	X		
Eric Werling (2021)	X		
Jon Winkler (2021)	X		

Principal Motions¹

Motion #1: The Chair brought the June 25, 2018 meeting minutes to the floor for approval.

Vote: Motion passed with unanimous voice vote (12-0-0, CNV)

New and Open Action Items

January 30, 2017 Las Vegas Winter Meeting			
3	Jeff Inks	Lead a task group to write the Reference Manual for RBC	Ongoing
June 26, 2017 Long Beach Annual Meeting			
6	RBC Members	Capture the historical residential transactions and request that those be a part of ASHRAE's 125 year anniversary (Action item from Technology Council)	Ongoing

¹ All motion votes are listed as yes-no-abstain.

June 25, 2018 Houston Annual Meeting			
2	Technical SubC	Work with GAC and ASHRAE staff to create cut sheets for the ASHRAE residential documents identified by GAC	On-going
6	RBC Members	Provide organizational contact information for organizations on the prioritized stakeholder list.	On-going

September 10, 2018 Web Meeting			
1	Lilas Pratt	Create a strawman response to ExCom on the residential resilient design guide for the committee to review and edit.	New
2	RBC Members	Populate the Stakeholder spreadsheet with organizational contact information and committee volunteers to reach out to specific organizations and send back to John Jones and Lilas Pratt.	New
3	Lilas Pratt	Request documentation (e.g., project summary or proposed work statement) from Pankaj Dharkar on the proposed project <i>Performance Monitoring Database of Mid-rise, High-rise, and Tall Residential Buildings in Hot and Humid Climate of ASHRAE Region-at-large</i> .	New
4	Lilas Pratt	Reach out to Steve Comstock to determine deadlines and boundaries on the 125 th Anniversary book (and how historical residential transactions would fit into that work).	New

Meeting Minutes

1. Call to Order – **Meeting convened at 10:03am.** Quorum was established.
 - a. Welcome ([Roster](#))
2. Review of Agenda
 - No changes were requested.
3. Review of [Action Items](#)
4. Approval of minutes
 - a. June 25, 2018 Meeting (*File: 06-25-18 AM_RBC MtgMinutesDraft3.pdf*)

Motion #1: The Chair brought the June 25, 2018 meeting minutes to the floor for approval.

Vote: Motion passed with unanimous voice vote (12-0-0, CNV)

5. New Business
 - a. Request from ExCom – November 6, 2017 ([Attachment A](#))
Request that Residential Building Committee investigate the possibility of creating a Resilient Residential Design Guide
 - The committee may wish to develop a scope, proposed approach and estimated cost for a design guide and provide that information back to ExCom with a recommendation on how to proceed.

- Part of that scope/approach may be to determine the stakeholders, the relationships ASRHAE has with those stakeholders, the TCs that are involved in resilient conditions, and ASHRAE's role in resilient issues.
- Efforts on this would need to include multiple subcommittees (stakeholders, technical and publications.)
- It would be helpful to know the boundaries and the stakeholders. It would also be helpful to determine if ASHRAE is better positioned to make a difference in a policy perspective or a building science perspective.
- Recovery should also be included in the resiliency discussion.
- Other questions to consider: How do you design buildings to be more resilient and allow them to adapt to changing conditions? What can ASHRAE do to help communities recover more quickly from natural disasters? How can micro-grids help keep communities going when natural disasters strike?
- There is a position document (PD) being written on resiliency and these types of issues are being discussed with the development of that PD.
- *Secretary's note: Technology Council has also appointed a resiliency Ad-hoc that RBC may wish to engage with.*
- It was noted that USGBC is developing a rating system for resilience.
- The committee needs to be somewhat specific about how to advise ASRHAE leadership. Five questions to focus on:
 - What is ASHRAE's policy and expertise around resiliency?
 - What ASHRAE guidance/standards are related to resiliency and how can they be improved and by whom?
 - What education resources should ASHRAE create for resiliency and how should that be accomplished/distributed and by whom?
 - What to do in regards to ASHRAE membership and preparing timely response to resilient events?
 - What role can ASHRAE play in science/research in regards to addressing these issues (i.e. resiliency and energy efficiency)?
- The request from ExCom specifies a design guide on how to design, build, rebuild, and/or renovate homes to be more resilient? The existing residential building space is much larger than new construction.
- The financial aspect of design and rebuilding homes would need to be considered. The insurance aspect often ensures that homes are rebuilt as before rather than with improved design.
- However, a design guide would seem to be just one piece of a larger response. This is a significant issue that will only grow in significance.
- It would seem to be appropriate to conduct a larger assessment across the spectrum of ASHRAE guidance and standards prior to initiating a design guide.
- Any assessment would require a larger group than just the RBC and this assessment may already be underway with the Technology Council appointed Ad-hoc committee..
- There are other organizations/stakeholders that would likely want to participate in any efforts for a design guide as well as an assessment of need.

- b. 2018-2019 MBOs Discussion (Weston) ([Attachment B](#))
 - Theresa Weston reviewed the MBOs for this year. See notes in the comments column in Attachment B. Additional discussion follows in Agenda item #6.

6. Subcommittees

a. Stakeholders (Jones)

- MBO #2 – Stakeholder Outreach
- MBO #2.1 – Stakeholders List – Contacts & champions
- MBO #2.2 & 2.3 – Plan of Action to Engage Stakeholders
 - The stakeholders list needs to be populated with organizational contact information and committee volunteers to reach out to specific organizations.
 - Outreach can be initiated once this information is developed. The initial focus will be on the top 12 to 13 stakeholders on the list.

b. Publications (Jonsson)

- MBO #4.3 – Handbook Index for Residential content
 - The work on this has stalled somewhat and needs to be reinitiated with the new chair of Handbook committee.
 - Previous correspondence exists and will be forwarded to the new subcommittee chair.
- MBO #6 – Training
- Articles and Quarterly Residential Column for the Journal
 - The quarterly column consists of short articles (1500 words) that do not require peer review.
 - Paul Francisco has maintained a list of people and topics to reach out to and he has been able to maintain the quarterly schedule with that list.
 - The next column would be due to the Journal staff in late November 2018.
 - The longer articles (3000 words) take longer to develop and require peer review so they tend to have a 6 month lead time.
 - These articles appear less regularly and Paul Haydock has been spearheading the recruitment of authors for those articles.

c. Technical (Graef)

- MOB #3.1 – Fact Sheets
- MBO #4.1 and #4.2 – Gap Analysis
- MBO #5 – Research
- 1861-RP (co-sponsored with TC 2.01 (Thermal Comfort in Residences))

d. Programs (Leslie)

- Atlanta Winter Meeting Sessions
 - The technical program will be available soon.
 - There will not be AHR Expo sessions on residential in Atlanta.

e. Conferences & RBC Web Page Upkeep (Karg)

- International Conferences
- Upcoming Seminars/Presentations

7. Liaison Reports

a. GAC (formerly GGAC)

- GAC has asked for help from RBC in developing or updating fact sheets for a number of residential oriented ASHRAE standards.
- Bill McQuade, GAC liaison, explained the purpose of the one-page fact sheets which are meant to be used with code officials when GAC members visit. The intent is to give GAC members information to use when talking with code officials to help encourage the holistic adoption of ASHRAE standards.
- There is a template for the fact sheets that includes boilerplate information from the standard (on title, purpose, and scope) as well as information on the significance of the standard and relevant facts about the standard.
- The facts section is a good place to point out where the standard has been accepted in significant places.
- Final review of the fact sheets is generally done by the chair of that Standard's Project Committee.
- A related suggestion was to create a list of what jurisdictions are using what standard and which version of that standard. The list could be linked to a map where members could click on the map to get that information.
- GAC could send a request to every GAC chapter representative asking for feedback to build a repository for that information. It would make sense to start by collecting information at the state level.

b. 1821-RP Multi-family Design Guide

- Pat Graef, PMS Chair, was not available for the call so there was no update at this time.

c. Standard 90.2

- Theresa Weston, SSPC 90.2 Chair, reported that there were no new comments from the 3rd public review. The SSPC is moving forward with resolving previous comments and/or approving the standard for publication.

d. Building Conference Series (Weston)

- Theresa Weston, Conference Project Committee Vice-Chair, reported that the call for papers has been sent out with a due date at the end of October.

e. Staff Report (Pratt)

- Lilas Pratt, staff liaison, reminded the committee that staff support is available for setting up and initiating subcommittee calls.

f. ExO Report (Baxter)

- Van Baxter thanked the committee for their work and reminded everyone that the window for nominations for RBC members for SY 2019-20 is open until early February. Five members will be rolling off the committee.
- Link for nominations is:
<https://www.ashrae.org/communities/committees/committee-nominations>

8. Old Business (Weston)

a. Status of Tech Council Action Item from June 28, 2017

Capture the historical residential transactions and request that those be a part of ASHRAE's 125 year anniversary.

- Steve Comstock is putting together the 125th anniversary book. It is unclear what the deadlines and boundaries are for this activity.
- Additional information is needed in order to complete this request.

b. Performance Monitoring Database of Mid-rise, High-rise, and Tall Residential Buildings in Hot and Humid Climate of ASHRAE Region-at-large – Discussion Deferred from Houston meeting.

- This project has been initiated by Pankaj Dharker. The committee would like some additional documentation (e.g., project summary or proposed work statement) on the project in order to engage in a meaningful discussion on their next call.

9. Next Meeting(s)

a. ASHRAE Winter Meeting – Atlanta, GA – January 14, 2019

b. Subcommittees are requested to have meetings before the end of this year.

10. Adjourn – **Meeting adjourned at 12:03pm EDT**

Residential Building Committee Roster & Subcommittees

2018-19 Committee (Members Appointed)

Voting Members: Theresa A Weston (Chair), Paul Francisco (Vice chair), Pankaj R. Dharkar, Patricia Graef, Glenn Hourahan, Jeff Inks, Dan Int-Hout, John Jones, Leslie Jonsson, Richard Karg, Neil Leslie, Chris Mathis, David Weishuhn, Eric Werling, Jon Winkler

Non-Voting Members: Van Baxter (BOD Ex-Officio), TBD (Coordinating Officer)

2018-2019 Subcommittees:

- **Technical:** Graef (Chair), Mathis, Hourahan, Winkler
- **Publications:** Jonsson (Chair), Mathis, Dharkar, Int-Hout
- **Stakeholders:** Jones (Chair), Hourahan, Inks, Werling, Int-Hout
- **Conferences:** Karg (Chair), Dharkar, Werling, Weishuhn
- **Programs:** Leslie (Chair), Inks, Winkler, Weishuhn

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Attachment A – Resilient Residential Design Guide

From: Ginger Scoggins

Sent: Monday, November 6, 2017 11:50 AM

To: Chris Mathis

Cc: WESTON, THERESA A; Reiniche, Stephanie; Schwedler, Mick

Subject: Resilient Home Design Guide

Good morning, Chris

At the BOD and Excom meetings this week, we discussed the need for guidance from ASHRAE for construction of resilient homes due to the recent escalation of natural disasters.

It was agreed that this would be forwarded to the Residential Building Committee for investigation of the possibility of creating a Resilient Residential Design Guide.

Just for information, a recent example of a home that was built for hurricane resistance is summarized in the link below:

<https://inhabitat.com/hurricane-resistant-sure-house-wins-the-2015-solar-decathlon/> .

This is one example, although the thought is not to limit the guide to hurricanes since there are other disasters occurring such as forest fires.

Please discuss this within your committee and let us know your response to this request.

Thank you,

Ginger Scoggins

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Attachment B – RBC 2018-19 MBOs

**Residential Building Committee MBOs 2018-19
Updated: August 2018**

Item	MBO	Status	Due Date	Assigned To	Comments
1. RBC Membership Requirements					
1.1	Review existing membership requirements in the ROB and identify changes needed to get the representation needed on the RBC.	New	11/1/2018	Weston, Francisco	This will probably be discussed at the meeting in Atlanta.
1.2	Provide proposed changes for consideration by SRC (ROB changes) and Tech Council OPS Subc (MOP changes).	New	11/30/2018	Weston, Francisco	Ties to item 1.1
2. Outreach to stakeholders					
2.1	Identify contacts and assign committee champions for top dozen organizations on June 2018 stakeholder list.	New	9/1/2018 10/30/2018	Stkehlders SubC	Date Adjusted.
2.2	Initiate contact through champions using conversational script developed by Stakeholders subcommittee	New	12/1/2018	Stkehlders SubC	Committee needs to try to maintain this date.
2.3	Identify contacts and propose interaction with existing building focused stake-holders	New	3/1/2019	Stkehlders SubC	Was added to get Stakeholders SubC to take another look at existing buildings space.
3. Promotion of ASHRAE Residential Publications					
3.1	Create one-page fact sheets for high priority residential publications identified by GAC.	New	10/1/2018	Technical SubC	Has been initiated – this may not be a realistic date.
3.2	Work with GAC to promote ASHRAE standards and publications for residential buildings.	New	6/30/2019	ALL	Ties to 3.1.
4. Gap Analysis					
4.1	Review existing ASHRAE publications and other resources to identify gaps in coverage of residential buildings, with emphasis on multi-family residential buildings.	New	12/1/2018	Technical/ Pblitions SubC	Some work had previously been done by Publications – need to see where they ended up. May want to identify a person to lead this effort.
4.2	Work with appropriate committees to propose additions or changes to cover gaps.	New	6/30/2019	ALL	Ties to 4.1.
4.3	Work with Handbook Committee and TCs to create a residential index for Handbook.	New	2/1/2019	Pblitions SubC	Need to finalize the scope on exactly what is needed? And is there a market for this?

Item	MBO	Status	Due Date	Assigned To	Comments
5. Research					
5.1	Work with RAC to develop a process to identify, review, and monitor residential themed research projects.	New	6/30/2019	Technical SubC	Modeled after EHC role in pertinent RTARs.
5.2	Identify needed research based on outreach to stakeholders and work with pertinent TCs to generate RTARs and/or Work Statements	New	12/30/2018 6/30/2019	Technical SubC	
6. Training					
6	Identify needed training topics through outreach to ASHRAE membership and outside stakeholders.	New	7/1/2018 6/30/2019	Pblications SubC	

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