

**Residential Building Committee
Web Meeting
Thursday, September 21, 2017**

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

Attendance

RBC Voting Members 2017-2018	Attended	Ex-Officio Members 2017-18	Attended
Chris Mathis – Chair (2018)	X	Van Baxter – Board Ex-O	X
Theresa Weston – Vice-Chair (2018)	X	Ginger Scoggins - CO	
Robert Bean (2018)	X		
Charles Culp (2018)	X		
Pankaj Dharker (2020)		Consultants 2017-18	
Pat Graef (2020)		Craig Drumheller - NAHB	
Chris Gray (2019)		Glenn Hourahan - ACCA	X
Dan Int-Hout (2020)	X		
Jeff Inks (2019)		Liaisons 2017-2018	
Richard Karg (2020)	X	Bill McQuade - GGAC	
David Lee (2018)	X		
Neil Leslie (2019)	X		
Paul Francisco (2019)	X	Staff Members	
Chris Van Rite (2019)		Lilas Pratt - Liaison	X
David Weishun (2019)	X		

Principal Motions¹

Motion 1: Theresa Weston moved that the June 26, 2017 Long Beach meeting minutes be approved by the committee.

Vote: Motion passed with without objection

Motion 2: Theresa Weston moved and Neil Leslie seconded that RBC approve the Building Conference Series committee roster.

Vote: Motion passed with without objection

New and Open Action Items

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

November 9, 2016 Conference Call Web Meeting			
1	Stakeholders Subcommittee	Develop an Outreach list that is separate from the stakeholders list.	On-going
6	Theresa Weston & RBC Members	Send the list of residential meetings/conferences to Pratt for distribution to RBC members for review and comment	On-going

January 30, 2017 Las Vegas Winter Meeting			
1	Jim Scarborough	Provide GGAC legislative related information for possible inclusion on the RBC website <ul style="list-style-type: none"> ▫ Mathis to reach out to Scarborough 	On-going
3	Jeff Inks	Lead a task group to write the Reference Manual for RBC <i>Note: Charlie Culp to help</i>	On-going
6	Theresa Weston	Provide a one paragraph description (TPS) of the Buildings conference for use in publicizing/explaining the conference	On-Hold

April 12, 2017 Conference Call Web Meeting			
3	Paul Francisco	Create and distribute a schedule with deadlines (completion, submission, publication) of residential Journal articles.	On-going
7	Lilas Pratt	Check on rules regarding posting Seminar slides from other conferences on the RBC webpage. <ul style="list-style-type: none"> ▫ Will need to be dealt with on a case by case basis 	On-going

June 26, 2017 Long Beach Annual Meeting			
2	Charlie Culp, Rick Karg, Paul Francisco, Chris Mathis, Robert Bean, David Lee	Do a deep dive search on existing residential educational offerings and provide recommendations to RBC in Chicago on what is needed and what RBC should act on. <ul style="list-style-type: none"> ▫ Charlie Culp will call a meeting 	On-going
5	RBC Members	Provide recommendations to Theresa Weston for workshops at the Building Conference Series committee	On-going
6	RBC Committee	Capture the historical residential transactions and request that those be a part of ASHRAE's 125 year anniversary	New

September 5, 2017 Technical Subcommittee Meeting			
1	Lilas Pratt	Identify persons in ASHRAE for the small/task group to approach regarding question on Active House	New

September 5, 2017 Technical Subcommittee Meeting			
2	Charlie Cup, Dan Int-Hout, Robert Bean	Review Active House documents on Basecamp prior to first meeting of small/task group	New
3	Robert Bean	Contact TC 2.1 to determine status of the RTAR on thermal comfort in residences.	New

September 21, 2017 Web Meeting			
1	Rick Karg	Provide a list to Theresa Weston of conferences where presentations on Standard 62.2 are being given.	New
2	Theresa Weston	Prioritize conferences and organizations targeted for presentations	New
3	Chris Mathis/ Neil Leslie	Reach out to Kelly Cramm, chair of TAC, regarding TC involvement in future technical programs on residential topics.	New
4	RBC Members	Reach out to their respective TC's regarding future technical programs on residential topics.	New

Meeting Minutes

1. Call to Order – **Meeting convened at 10:03am.** Quorum was established.
 - a. Introductions
2. Review of Agenda
3. Approval of minutes (Sherman)
 - a. June 26, 2017 Long Beach Meeting
([File: 06-26-17 AM_RBC Mtg_Minutes_F.pdf](#))

Motion 1: Theresa Weston moved that the June 26, 2017 Long Beach meeting minutes be approved by the committee.

Discussion: A spelling was noted error on Allison Bailes name. This will be corrected.

Vote: Motion passed without objection

4. Liaison Reports
 - a. Marketing and Communications
 - No dedicated Marketing Staff person has been assigned to RBC. They will step in and provide support as needed. That support will be requested by the RBC staff liaison as needed.
 - Concern was raised by the committee that this would leave RBC with inadequate support to achieve the goals of the committee, Tech Council, and the BOD regarding residential as outlined in the ASHRAE Strategic Plan.

b. Staff Report

- Bill McQuade has been named by GGAC to be a liaison to RBC.
- GGAC is looking for a liaison from RBC. Chris Mathis will volunteer to be the liaison to GGAC.
- Lance McNevin had asked to be on the Residential Building committee (RBC). His involvement in codes and standards would make him a good addition in the future.

5. Old Business

a. Review of [Action Items](#)

6. Subcommittee Reports

a. Stakeholders Subcommittee

- Discussion was deferred as Chris Gray was not available.

b. Publications Subcommittee

- The Publications subcommittee met on August 24.
- Paul Francisco reported that the RFP for 1821-RP, Multi-family Design Guide project had been sent out for bid and nice proposals were received. The PES is meeting on October 9 to select the contractor.
- The PES Members are: Paul Francisco, Glenn Hourahan, Paul Haydock, Chris Mathis, Chris Gray, Robert Bean, and a RAC representative (Harvey Sachs)
- The Journal article quarterly columns (~ 1500 words) are on-going. The periodic technical articles (~3500 words) are now being managed by Paul Haydock. The goal is to have the next article in December with new ones every 3 to 4 months.
- The Building Science Education initiative has been transferred to Stakeholders SubC as of the Long Beach meeting.
- Mr. Francisco also noted that he will be reinitiating work on the Handbook Index for residential content. There is a new Handbook chair (as of July 1) that Paul needs to reach out to.

c. Conferences & Web Subcommittee

- The Conferences subcommittee had a meeting on September 15.
- Theresa Weston reported that the Buildings Conference Series is moving forward. A letter from DOE is still needed regarding their commitment level. David Lee is helping to coordinate that.
- This committee needs to approve the proposed roster for the Building Conferences committee as shown below.

Position	Name	Affiliation
Chair	Andre Desjarlais	ORNL
Vice-Chair	Theresa Weston	DuPont
Principles Track	Sam Glass	Forest Products Laboratory
Principles Track	Simon Pallin	ORNL
Practices Track	Stan Gatland	Certainteed
Practices Track	Fitsum Tariku	BCIT

Workshops	Brian Stroik	Tremco
Workshops	Christian Kohler	LBNL
At Large	Marianne Touchee	University of Toronto
At Large	Carston Rode	DTU
At Large	Laverne Dalglish	Building Professionals
At Large	Fiona Aldous	Wiss Janney Elstner

Motion 2: Theresa Weston moved and Neil Leslie seconded that RBC approve the Building Conference Series committee roster.

Vote: Motion passed without objection

- The subcommittee also discussed seminars/presentations at other conferences by individuals who would be attending those conferences. Ms. Weston noted that these would not be ASHRAE sanctioned seminars, but would be individual presentations. Relevant events were noted as:
 - Proposals have been submitted for RESNET (on Standard 90.2) and the Home Performance conference (HPC) including Allison Bailes on duct sizing and duct calculator.
 - Theresa Weston has been invited to speak at Midwest Energy Efficiency Alliance (MEEA) conference in November as chair of Standard 90.2.
 - Rick Karg and Paul Francisco have previously presented sessions on Standard 62.2 at HPC and other conferences.
 - The committee agreed that active outreach to other organizations for these types of presentations would be appropriate.
 - Residential resources and information
 - Other
- d. Programs Subcommittee
- Neil Leslie reported that the program for Chicago Meeting Sessions has been finalized by CEC.
 - There will also be 4 sessions at the AHR Expo sessions at McCormack place on Monday.
 - There will be a research summit track at the Houston Annual Meeting. Other tracks included HVAC and Resilience, Residential in Hot/Humid climates, HVAC&R Analytics, HVAC&R Controls.
 - The deadline for submissions is in February. (The deadline for conference papers has already passed).
 - The deadline for conference paper abstracts for the Atlanta 2019 winter meeting has not yet been announced.
 - A process is needed outreach to relevant TCs regarding residential issues/activity that could be turned into conference papers. Several TCs should be identified and targeted for outreach to their research and program subcommittees with offers of help from RBC. It would be good to target 3 or 4 TCs at each meeting.
 - Mr. Leslie also noted that he would reach out to CTTC and that the committee may wish to create a liaison with that committee.

e. Technical Subcommittee

- The Technical subcommittee met on September 5.
- Mr. Culp reported that a small task group has been created to reactive the investigation of Active House including the issues and benefits of the program. The task group members are: Charlie Culp, Dan Int-Hout, Robert Bean, and Lilas Pratt.
- The subcommittee briefly discussed the globalization of standards, but deferred any in-depth discussion until their next conference call.
- In regards to improving the usage of ASHRAE standards. The committee is setting up a subgroup to investigate. They plan to look at targeted standards.
- Glenn Hourahan had previously created a list that he will share with the committee.
- The full committee had approved an offer in Long Beach to co-sponsor the RTAR on Thermal Comfort in Residences with TC 2.1. They are now waiting on feedback from TC 2.1.
- The subcommittee also discussed a research project that the Air distribution Institution (ADI) is going to sponsor regarding the comparison in whole house operating efficiencies in residents to see if there are energy efficiencies based solely on the installation of energy efficient ducts. The research group is looking for for cosponsors. TC 5.2 is also interested.
- Ms. Weston reported on the status of Standard 90.2 noting that the committee is working through the comments from the public review with monthly web meetings. The expect either an ISC or a 2nd public review to follow..

7. New Business

- a. 2017/2018 preliminary plans & MBOs (Mathis)
- b. Other – ICC 700 update – awaiting action from Stds Committee and Tech Council.

8. Next Meeting

- a. Chicago Winter Meeting
- b. Web meeting before Chicago – Doodle Poll will be sent out.

9. Adjourn – **Meeting adjourned at 12:03pm**

**Residential Building Committee
Roster & Subcommittees**

2017-2018 Committee (Members Appointed)

Voting Members: R Christopher Mathis (Chair), Theresa A Weston (Vice chair), Robert Bean, Charles H Culp III, Pankaj R. Dharkar, Paul Francisco, Patricia Graef, Chris Gray, Jeff Inks, Daniel Int-Hout, Richard Karg, David F. Lee, Neil Leslie Chris Van Rite, David Weishuhn

Non-Voting Members: Craig Drumheller (Consultant), Glenn C. Hourahan (Consultant), Van Baxter (BOD Ex-Officio), Ginger Scoggins (Coordinating Officer)

2017-2018 Subcommittees:

- Technical: Dr. Charles Culp (Gray, Lee, Inks, Weishuhn, Graef, Int-Hout)
- Publications: Paul Francisco (Bean, Culp, Graef, Karg)
- Stakeholders: Dr. Chris Gray (Weston, Lee, Van Rite, Hourahan)
- Conferences: Dr. Theresa Weston (Lee, Leslie, Graef, Drumheller)
- Programs: Neil Leslie (Bean, Inks, Dharkar)

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2017/2018 preliminary plans & MBOs

#	MBO	Status	Due Date	Assigned To	Applicable Strategies	Specific MBO Actions
1	Generate Journal articles to be compiled and used in a special Residential digital issue	New	7/1/2018	Publications SubC, Francisco	5A, 1B, 3B, 4A, 4B	<ul style="list-style-type: none"> Articles to be published periodically in the Journal over six to seven months. Published articles to be compiled for an on-line digital issue which will be marketed to targeted residential stakeholders - DIFFERENT that regular Journal marketing efforts.
2	Develop a Residential Multi-family Design Guide	On-going	4/1/2018	Publications SubC, Balaras	4A, 4B, 5A	<ul style="list-style-type: none"> Partner with Developing Economies Committee Look for outside \$ support Request expedited RFP process (Summer 2017 vs. Fall 2017) Publish ASAP, targeting spring 2018.
3	Extend stakeholder outreach to the Utility, Mortgage and Insurance Sectors	New	7/1/2018	Stakeholders SubC, Gray	5A, 2C, 1B	<ul style="list-style-type: none"> Identify additional potential partners and stakeholders for ASHRAE Residential products, especially 90.2 and the Residential Design Guide. Extend our outreach to existing stakeholder partners engaged in residential building performance education and outreach, such as DOE and ICC
4	Extend Residential Training and outreach through professional development offerings, conference presentations and DL programs	New	7/1/2018	Programs SubC. Leslie	3D, 5A	<ul style="list-style-type: none"> Develop residential-focused presentations and program plans for 2017-18 Annual and Winter conferences. Outreach to CTTC, GGAC, and Pub-ED on residential training, programs and support. Work with PDC to develop two residential courses (PPTs) for homeowners and contractors for presentation by ASHRAE members.
5	Extend/Expand the interest in, and membership of, the Residential Building Committee	New	7/1/2018	All, Mathis, Weston	1B, 1C, 2C, 4A, 4B, 5	<ul style="list-style-type: none"> Identify additional representation needed on the RBC. Seek additional members from those interests. Develop proposed new membership plan by 7/1/2018 for consideration by SRC (ROB changes) and Tech Council OPS Subc (MOP changes).
6	Extend role in research supporting the residential built environment.	New	7/1/2018	Technical SubC, Culp, Weston	3A, 5A	<ul style="list-style-type: none"> Survey TCs to identify current residential research already underway. Review additional potential research needs identified from past stakeholder's workshops. Survey targeted stakeholders for potential collaborative research endeavors. <p>Extend our research delivery through continued sponsorship efforts on the Buildings conferences</p>

RULES OF THE BOARD – 2.423 RESIDENTIAL BUILDINGS COMMITTEE

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.

2.423.002 MEMBERSHIP

2.423.002.1 Composition

The members of this committee are as follow

- A. Maximum of fifteen (15) voting members, including a chair and a vice chair;
- B. Voting members shall include:
 - 1. a past member of Standards Committee
 - 2. a past member of Research Administration Committee
 - 3. a past member of Members Council
 - 4. a past member of Environmental Health Committee
 - 5. a home builder or someone representing the home building industry
 - 6. a past chair or other committee officer of a technical committee involved in residential issues
 - 7. a member from outside the U.S. and Canada
 - 8. a representative of at least one major residential stakeholder such as ACCA or RESNET
 - 9. a past Society officer
- C. Non-voting members include a Board ex-officio member and coordinating officer.

2.423.002.2 Qualifications

- A. The chair and vice chair shall hold the grade of Member or higher in the Society.
- B. The majority of the voting members of the committee must be ASHRAE members of Associate Grade or higher.

2.423.002.3 Term of Service

The term of service for voting members is intended to be three (3) years, subject to ROB 3.300 *Election and Appointment Procedures*.

2.423.003 OPERATIONS

2.423.003.1 General Requirements

This committee shall maintain a long-range plan for ASHRAE's role in the "Buildings" conferences (sponsored by BETEC and ASHRAE) and submit this plan to Technology Council at the Annual Meeting.

2.423.003.2 Transportation Expenses

Transportation costs to bring members of other societies/groups with needed expertise to meet with this committee may be paid if approved by the chair of Technology Council.

2.423.004 STRATEGIC PLAN

This committee shall develop procedures for recommending updates to the strategic plan on a continuous basis. As a minimum the committee shall submit a report to the council prior to the Annual Meeting that includes the current status of each activity which supports the fulfillment of the committee's assignments under the strategic plan. The committee shall report to the council all recommendations for changes to the strategic plan as provided by the committee's constituents prior to the Annual Meeting.

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