

**RBC Fall Web Meeting**  
Monday, October 28, 2019  
11:00 AM - 12:00 PM EDT

**Attendance**

**12 Voting Members: Quorum = 7**

	10/28/2019		10/28/2019
<b>Voting Members:</b>		<b>Consultants:</b>	
Paul Francisco – Chair (2019)	X	Gayathri Vijayakumar (2020)	
Pat Graef – Vice-Chair (2019)	X		
Steve Baden (2022)		<b>Ex-Officio Members:</b>	
Roy Crawford (2022)		Van Baxter – Board Ex-O	X
Pankaj Dharker (2020)		Dennis Knight – CO	
Glenn Hourahan (2021)	X	Lilas Pratt – Staff Liaison	X
Bill Healy (2022)	X		
Dan Int-Hout (2020)	X	<b>Liaisons:</b>	
John Jones (2021)	X		
Richard Karg (2020)	X	<b>Guests:</b>	
Eric Werling (2021)	X	Bill McQuade	X
Jon Winkler (2021)	X		

**New and Open Action Items**

<b>October 28, 2019 Web Meeting</b>			
1	Lilas Pratt	Send Publications/Marketing questionnaire to RBC members	New
2	Pat Graef	Send a marked up MOP to the RBC members to see what will be removed when duplication with ROB is eliminated.	New
✓	Lilas Pratt	Send relevant information to Eric Werling and Paul Francisco on past internal activities including handbook, quarterly journal articles, and research projects	Complete

<b>June 24, 2019 Kansas City Annual Meeting</b>			
1	Pat Graef	Update the draft reference manual for review by the committee	On-going
2	Lilas Pratt	Send emails to Chairs of committees that might be interested in signing up for the RBC listserve	On-going
6	Pat Graef	Update the residential presentation template (with Chris Mathis)	On-going

<b>January 14, 2019 Atlanta Winter Meeting</b>			
4	Pat Graef & Dan Int-Hout	Develop a marketing publication plan for the MF Guide to be reviewed by RBC at the spring committee webinar.	Closed

## Meeting Notes

### Meeting Convened at 11:04 EDT. Quorum was established.

1. Call to Order
  - a. Welcome & introductions
2. Review of Action Items
  - **Status of MF Guide:** Galley Proofs are in the hands of the contractor to address questions from Publications.
  - **Status of MOP/Reference Manual:** There is a lot of duplication between the MOP (Manual of Procedures) and the ROB (Rules of the Board) which is not recommended. Changes to the MOP are recommended by Pat Graef to remove that duplication.
3. Review of [Committee MBOs for SY2019-20](#)
  - Three main parts to the MBOs: external facing (External Activities Subcommittee), internal facing (Internal Activities Subcommittee), liaisons.
  - The two subcommittees will need to coordinate their activities in order to achieve the MBOs. This will be discussed at the next Executive Subcommittee call.
  - a. External Activities Update
    - **MBO 1.1** – Current activity is to do a dry run of the outreach on a subcommittee call. Steve Baden has agreed to act as the external contact for RESNET. This will allow others on the subcommittee to hear the kinds of questions that might need to be answered on that call. This dry run will take place on the November 5 subcommittee call. The survey calls should be able to start in early December which would allow for feedback from the calls to be reported in Orlando.
    - **MBO 1.2** – There has been limited focus on this so far. ASHRAE has agreed to have a booth at the RESNET conference in February. This will provide relevant data for the creation of the value proposition for participation in other, future industry trade shows/conferences.
    - **MBO 1.3** – There has been limited focus on this so far. The Government Affairs Committee (GAC) has requested a liaison from RBC. Paul Francisco will attend the upcoming call. Eric Werling has also volunteered to serve in this capacity.
  - b. Internal Activities Update
    - The subcommittee got a late start while the committee was looking to assign a chair.
    - The first meeting of the subcommittee is scheduled for Wednesday, October 30 at 3pm. The plan is to identify and divide up all of the ASHRAE committees that have some residential relevance and then reach out to those committees and establish connections to understand the planned current and future residential activities are within those committees.
    - See below for the list of [ASHRAE committees with residential activity](#)
    - The subcommittee also needs to review and better understand the MBOs that have been assigned to this subcommittee.
    - **MBO 2.1** – The goal is to provide feedback to RAC on relevant research projects. RAC has begun to forward RTARs to RBC for review.
    - Pat Graef and Dan Int-Hout are working with TC 2.1 on 1861-RP. RBC is a co-sponsor of this research project.
    - **MBO 2.2** – The goal is to have a quarterly column in the Journal.

- **MBO 2.3** – The goal is to determine how to make it easy to identify residential content in the Handbook. It is not clear what is an appropriate strategy to address this in a way that does not require on-going maintenance ad infinitum.
  - **MBO 2.4** – The goal is to work with CTTC to coordinate information flow to Chapters
- c. RBC administration – Liaison system
- **MBO 3.1** – This item ties into the planned work of the Internal Activities Subcommittee to create connections with internal ASHRAE committees.
  - Long term, RBC would like to be able to assign an RBC liaison in the way that TAC and RAC do. This would require a change to the ROB and possibly a culture change. In general, assigned liaisons are generally to committees that report to that committee (TAC) or for committees where the liaison is essential to the work of the TCs.
  - In the interim, RBC should reach out to relevant committees (TCs) to ask if they would be open to having a liaison from RBC to their committee.
  - Membership on Standards Projects Committees is governed by the PASA and liaisons can not be assigned to those committees.
  - Liaisons to other standing committees can be assigned by the President (or President-elect for the next Society year).
4. Next Meeting
- External Activities Subcommittee – Tuesday, November 5, 11am-12pm EST
  - Internal Activities Subcommittee – Wednesday, October 30, 3pm-4pm EDT
  - Executive Subcommittee – planned for mid-November
  - Full Committee - TBD

**Meeting adjourned at 12:00pm EDT**

## **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) MBOs for SY 19-20**

Item #	MBO	Status	Due Date	Assigned To	MBO Comments
<b>1. Outreach to stakeholders</b>					
1.1	Determine residential gaps/needs/obstacles through engagement with priority stakeholders	New	12/1/2019	External Activities	This had been intended for SY 18-19 but more work was needed on the outreach materials.
1.2	Develop value proposition to ASHRAE for participation in industry trade shows/conferences	New	3/1/2020	External Activities	
1.3	Work with GAC to promote ASHRAE standards/publications for residential buildings.	On-going	6/30/2020	ALL	Will be an on-going activity moving forward.
<b>2. Internal Activity Coordination and Support</b>					
2.1	Identify/coordinate, review, and monitor residential themed research projects.	On-going	6/30/2020	Internal Activities	Modeled after EHC role in pertinent RTARs.
2.2	Assist with coordination of residential programs and quarterly ASHRAE Journal Residential Applications columns	On-going	6/30/2020	Internal Activities	Refer program topics to committees, assist in program development, co-sponsor
2.3	Work with Handbook Committee and TCs to create an approach to identify residential content.	On-going	6/30/2020	Internal Activities	
2.4	Work with CTTC to coordinate information flow to chapters.	On-going	6/30/2020	Internal Activities	
<b>3. RBC Administration</b>					
3.1	Establish liaison system with ASHRAE committees with residential interest	New	3/31/2020	Executive	Similar to RAC/TAC, etc.

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## **ASHRAE Committees with Scopes that include Residential Activity**

*(VM-Voting Member, CM-Corresponding Member, PCM-Provisional Corresponding member)*

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### **1.12 Moisture Management in Buildings**

- RBC Members: None
- Past Conference Meeting Times = Saturday, 1-3pm

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### **2.1 Physiology and Human Environment**

- Cognizant Committee for Standards 55
- RBC Members: Dan Int-Hout (CM, Past-Chair), Glenn Hourahan (CM)
- Past Conference Meeting Times = Tuesday, 1-4pm

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### **2.3 Gaseous Air Contaminants and Gas Contaminant Removal Equipment**

- RBC Members: None
- Past Conference Meeting Times = Tuesday 1-3:30pm

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### **2.4 Particulate Air Contaminants and Particulate Contaminant Removal Equipment**

- Cognizant Committee for Standards 52.2
- RBC Members: Paul Francisco (VM)
- Past Conference Meeting Times = Tuesday, 3:30-6pm

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### **4.3 Ventilation Requirements and Infiltration**

- Cognizant Committee for Standards 62.2
- RBC Members: Eric Werling (CM)
- Past Conference Meeting Times = Monday, 4:15-6:30pm

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### **4.4 Building Materials and Building Envelope Performance**

- Cognizant Committee for Standards 160
- RBC Members: Bill Healy (CM)
- Past Conference Meeting Times = Monday, 2:15-4:15pm

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### **5.2 Duct Design**

- RBC Members: None
- Past Conference Meeting Times = Tuesday, 3:30-6pm

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### **5.3 Room Air Distribution**

- RBC Members: Dan Int-Hout (CM)
- Past Conference Meeting Times = Tuesday, 1-3:30pm

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### **5.5 Air-to-Air Energy Recovery**

- RBC Members: None
- Past Conference Meeting Times = Tuesday, 1-3:30pm

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### **6.1 Hydronic and Steam Equipment and Systems**

- RBC Members: None
- Past Conference Meeting Times = Tuesday, 1-3:30pm

### **6.3 Central Forced Air Heating and Cooling Systems**

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- RBC Members: Roy Crawford (VM), John Winkler (VM), Eric Werling (CM)
- Past Conference Meeting Times = Tuesday, 1-3:30pm

### **6.6 Service Water Heating Systems**

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- RBC Members: Bill Healy (CM, Past-Chair)
- Past Conference Meeting Times = Monday, 4:15-6:30pm

### **7.5 Smart Building Systems**

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- RBC Members: Bill Healy (CM)
- Past Conference Meeting Times = Tuesday, 3:30pm-6pm

### **7.6 Building Energy Performance**

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- Cognizant Committee for Standards 90.1, 90.2
- RBC Members: None
- Past Conference Meeting Times = Tuesday, 1-3:30pm

### **8.7 Variable Refrigerant Flow (VRF)**

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- RBC Members: None
- Past Conference Meeting Times = Monday, 4:15pm-6:30pm

### **8.9 Residential Refrigerators and Food Freezers**

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- RBC Members: John Winkler (CM)
- Past Conference Meeting Times = Monday, 2:15-4:15pm

### **8.11 Unitary and Room Air Conditioners and Heat Pumps**

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- RBC Members: John Winkler (CM), Van Baxter (CM), Glenn Hourahan (PCM)
- Past Conference Meeting Times = Monday, 4:15pm-6:30pm

### **Standard 52.2**

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- Cognizant Committee = TC 2.4
- RBC Members: None
- Past Conference Meeting Times = Saturday, 8-11am

### **Standard 55**

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- Cognizant Committee = TC 2.1
- RBC Members: Dan Int-Hout (VM)
- Past Conference Meeting Times = Saturday, 8:30am-3pm and Sunday, 9am-12pm

### **Standard 62.2**

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- Cognizant Committee = TC 4.3
- RBC Members: Paul Francisco (VM), Rick Karg (VM), Roy Crawford (VM)
- Past Conference Meeting Times = Friday, 9am-2:30pm and Saturday, 8am-3pm

### **Standard 90.1**

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- Cognizant Committee = TC 7.6
- RBC Members: None
- Past Conference Meeting Times = Saturday 8am-12pm; Sunday 9am-12pm, Monday 8am-12pm

## **Standard 90.2**

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- Cognizant Committee = TC 7.6
- RBC Members: None
- Past Conference Meeting Times = Monday, 2:15-6:15pm and Tuesday, 1-5pm

## **Standard 160**

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- Cognizant Committee = TC 4.4
- RBC Members: Eric Werling (VM)
- Past Conference Meeting Times = Tuesday, 8am-12pm

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