

**Young Engineers in ASHRAE Committee Minutes**  
**2017 Winter Conference, Las Vegas, NV**  
**Saturday, 1/28/2017, 8:00 am – 3:00 pm Caesars Palace**

- I. Call to Order (Haynes) – 8:00 am
- II. Tim Dwyer (CIBSE) spoke with the YEA Committee about the CIBSE ASHRAE Technical Symposium 2017 event and asked us to promote the event. – 8:08 am
- III. Introductions (Haynes) – 8:10 am
- IV. Approval of Minutes from the St. Louis Meeting (Haynes) – 8:20 am
  - a. Motion to approve by CL Liu, seconded by Stephanie Kunkel 13-0-0, 1 absent.
- V. Chair's Report (Haynes) – 8:23 am
  - a. Update of 2016-2017 MBOs
- VI. Subcommittee Reports– 9:00 am
  - a. Outreach Development (Dupuis)
    - i. Rupesh is organizing the next YLI event. They are looking at Macau and Manilla and comparing both costs, YEA members in the area, and travel logistics.
    - ii. The YLI in Athens meet the registration goals, however a couple of attendees were not able to make it due to complications with visas.
    - iii. There is a direct relationship to participant involvement in ASHRAE.
    - iv. The subcommittee is looking to select future locations and dates for YLI. The subcommittee is going to look into creating a selection process that will include participant commitment and local contact.
    - v. RAL & Reg XIII Outreach:
      1. Reg XIII was not able to start LeaDRS
      2. RAL does have a LeaDRS participant from the Falcon Chapter
    - vi. YEA/YEN Development:
      1. Audrey is working with YEN and has made a contact with YEN.
    - vii. Student Retention
      1. Audrey is reaching out to YRC/YCC's about promoting SmartStart.
    - viii. Committee Liaisons:
      1. The subcommittee members are going to go speak with each of the membership committees to discuss collaborations.
    - ix. YEA Webcast:
      1. Developing a plan for a YEA Webcast. Future discussion in new business.
  - b. Personal Development (Kunkel)
    - i. Fall YLW 2016
      1. Jake and Andy attended with Michael Collarin.
      2. Event went very well.
      3. There were complaints about the ASHRAE presentation. The subcommittee is looking into options and updates to the presentation.
      4. Jake Taylor is going to send the mind map out to the committee.
    - ii. Spring YLW 2017
      1. Location: Denver, CO
      2. Rachel Romero is to help organize the event
      3. Presentation will be updated prior to the event
      4. Hotel and Ralph are both confirmed
      5. Dinner and event reservations are being coordinated right now
      6. The event is fully booked

- iii. YLW 2.0
      - 1. Location: San Francisco, CA
      - 2. Hotel and Ralph are booked
      - 3. The event is fully booked
      - 4. Finalizing presentation with Ralph in the next couple of months.
    - iv. Fall YLW 2017
      - 1. Currently narrowing down locations
      - 2. Working with Ralph on dates
    - v. First time at ASHRAE seminar
      - 1. Chris and Frank to give the presentation
      - 2. Sunday morning at 9:45am
    - vi. Winter Networking Event: Happy Hour Sunday evening Florentine 3 & 4
    - vii. YEA Student Mixer: Today from 5:00 - 6:30pm
    - viii. CRC PowerPoint: in the process of updating the CRC PowerPoint.
  - c. Professional Development (Schopplein)
    - i. YEA Technical Weekend (Huffines)
      - 1. March 25-26 (Atlanta, GA)
      - 2. Topic: Energy Management in new and existing buildings (ALI Course)
      - 3. The tour is still being organized
      - 4. There is a justification form that can be tailored to specific employers
    - ii. Developing Leader Award (Schopplein): H&A is voting on the award tomorrow.
    - iii. Leadership U: The programs are continuing as previously.
    - iv. HVAC Design Training: New applicant selection process is working successfully.
    - v. Technical Committees (Schopplein)
      - 1. Meeting 5-6:30p with TAC and YEA on how to improve YEA involvement.
      - 2. TC reports are to have DOB included so committees know who is YEA.
- VII. Updates from SA & MP Liaisons
  - a. Devin Abellon – MP – 10:00am
    - i. Discussed how we can collaborate to improve the SmartStart Program as well as improve retention for new members.
    - ii. The MP committee wants to work with YEA to improve the involvement of YEA on a technical side.
    - iii. Improve documentation and material to help show employers the benefit of paying the ASHRAE memberships.
- VIII. Erich Binder (Board Ex Officio) 10:25 am
  - a. Discussed with the committee the current large projects ASHRAE is undertaking.
  - b. Requested ideas for nominating members for standing committees.
  - c. The board and Bjarne would like to look at new opportunities for global outreach.
  - d. Gave an update on ASHRAE's global efforts to update refrigerant standards.
  - e. Erich is to send Caleb the presentation to forward to the committee.
- IX. Open Discussion – 11:00 am
  - a. How chapters used the chapter opportunity fund.
  - b. Smart Start Outreach Weekend in Region I (April 2017)
- X. Break for lunch – 11:30 -12:30 pm
- XI. YRC Regional updates – 12:30 am
  - a. Jake Taylor opened discussion about LeaDRS applications and selection processes.
  - b. LeaDRS: The outreach subcommittee is to create a kick off meeting for LeaDRS to provide DRCs and participants a single location for meeting at the society meeting.

- c. Develop a PAOE item for YEA Community Outreach program that is sponsored by YEA
      - i. The committee agrees that the existing community outreach item as well as the YEA participant on a committee items covers this motion.
    - d. CEC Motion: Rachel Romero put forward a motion to create a resource for YEA members to lower the cost of attending a conference, seconded by Lee Huffines. 14-0-0
      - i. Outreach Committee to set up a network within YEA to set up resources for YEA resources page to lower the cost of attending a conference.
- XII. Involvement with YEN – 1:00 pm
  - a. Emelia Targonska (CIBSE) is to help us develop a conversation to discuss mutually beneficial plan to share resources.
  - b. We request that CIBSE provides an official contact person for YEA to reach out too.
  - c. Rupesh Iyengar asked that we offer similar resources to ISHRAE for YLI as we offer for CIBSE. The committee will offer the same resources to other partner groups based on the society level relationship between the societies.
- XIII. New Business
  - a. SmartStart Conference Registration
    - i. The action items listed below came from CEC when they approved the motion recommending that Smart Start participants receive discounted conference registration. We need to review the action items and provide a response during our Members Council report.
      - 1. “To follow-up with CEC’s recommendation to include mentoring for the SmartStart Program so that these members are encouraged to stay active within ASHRAE.”
      - 2. “To follow-up with CEC’s recommendation for the SmartStart Program to work with Chapters to guide new members in finding fiscally responsible ways to attend the conferences.”
    - ii. YEA to make a recommendation to MP with our suggestions. Once YEA receives a request from MP our committee will have a call to make those recommendations in the next couple of months.
  - b. Transition To Grassroots – 2:30pm
    - i. Caleb gave a background on YEA
    - ii. Erich Binder and Caleb Haynes are discussing ways to go Grassroots
    - iii. CRC Reimbursement for YCCs
    - iv. An Ad hoc committee has been formed to discuss: Vanessa Freidberg, Jake Taylor, Greg Jernstrom, Ioanna Deligkiozi, Rupesh Iyengar
  - c. PAOE recommendations for the 2017-18 Society year – 1:10 pm
    - i. TC Participation
    - ii. Grassroots Government
      - 1. A motion was made by Vanessa Freidberg to have Grassroots include an item for a YEA participation in PAOE. The motion was seconded by Rupesh Iyengar. The results of a vote are 13-0-0, 1 absent.
      - 2. Jake Kopocis is to suggest that Grassroots includes an item for a YEA participation in PAOE be brought back.
    - iii. Research Promotion
      - 1. A motion was made to have Ioanna to draft a motion to have PAOE points awarded for RP fundraising dollars raised for YEA.
      - 2. Motion made by Vanessa, seconded by Rachel. Vote 13-0-0, 1 absent
  - d. Mentoring – 1:48 pm

- i. TCs
    - 1. YEA Mentoring Guidelines
    - 2. TC – YEA Matching
    - 3. TC Mentor Registry
    - 4. Mentoring Pilot Program
    - 5. TAC Action for Supporting YEA Members
  - ii. Life Member
  - iii. Fellows
  - iv. The outreach subcommittee is to create a proposal for system of connecting mentors and mentees and present it to the YEA committee in Long Beach, CA.
  - e. Pub Ed – 10:30 am
    - i. Mick discussed creating educational materials for young engineers – 9:34 am
      - 1. Pub Ed is requesting feedback and coordination from YEA to create a program and system.
      - 2. YEA Committee formed an Adhoc Committee to work with Pub Ed:  
Jacob Kopocis, Heather Schopplein , Stephanie Kunkel, Lindsay King, CL  
Liu
    - ii. How do YEA members use ASHRAE information?
    - iii. How do we change the way resources are available and used?
- XIV. Adjournment (Haynes) – 3:05 pm