



# MEMBERS COUNCIL MINUTES

Winter Meeting – February 11, 2025

**NOTE: These draft minutes have not been approved and are not the official record until approved by Members Council.**

<b>TABLE OF CONTENTS</b>	<b>PAGE(S)</b>
Principal Motions .....	3 - 4
Action Items (Winter Meeting).....	5
Call to Order.....	6
ASHRAE Value Statement .....	6
Review of Agenda.....	6
Approval of Draft Minutes .....	7
Chapter, Section and Student Branch Charters.....	7
 <b>Members Council Subcommittee Reports</b>	
Planning Subcommittee Report .....	9 - 10
Region Operations Subcommittee Report .....	10 - 13
PAOE Subcommittee Report .....	14
 Status of Motion Review Process .....	29
 Review of Carryover Action Items.....	29
 Review of CRC Schedules.....	30
 Adjournment.....	30
 <b>Attachments:</b>	
Planning Subcommittee Report .....	Attachment A
Region Operations Subcommittee Report .....	Attachment B
PAOE Subcommittee Report .....	Attachment C
Government Affairs Committee Report .....	Attachment D
Chapter Technology Transfer Committee Report .....	Attachment E
Communications Committee Report .....	Attachment F
Conferences and Expositions Committee Report .....	Attachment G
Honors and Awards Committee Report .....	Attachment H
Membership Promotion Committee Report.....	Attachment I
RP Committee Report.....	Attachment J
Student Activities Committee Report .....	Attachment K
Young Engineers in ASHRAE Committee Report.....	Attachment L
College of Fellows Report .....	Attachment M
Life Members Club Report .....	Attachment N
Review of CRC Schedules .....	Attachment O
Decarbonization Training .....	Attachment P
EHC Trends Report .....	Attachment Q
Industry Roundtable Report .....	Attachment R
Workforce Development Summit Executive Summary .....	Attachment S
2025-2028 Strategic Plan .....	Attachment T

## PRINCIPAL APPROVED MOTIONS

MO#	PG#	PRINCIPAL MOTIONS
2	7	That the Vietnam Chapter, sponsored by Region XIII, whose headquarters will be Ho Chi Minh, Vietnam, whose geographic area of activity will be Vietnam be approved.
3	7	That the Benelux Section, sponsored by Region XIV, whose headquarters will be Amsterdam, Netherlands, whose geographic area of activity will be the Netherlands be approved.
4	7	That the Dach Section, sponsored by Region XIV, whose headquarters will be Zurich, Switzerland, whose geographic area of activity will be Switzerland and Austria be approved.
5	7	That the Georgian Section, sponsored by the Turkish Chapter whose headquarters will be Tbilisi, Georgia whose geographic area of activity will be the country of Georgia be approved.
6	7	That the Kazakhstan Section, sponsored by the Turkish Chapter whose headquarters will be Almaty, Kazakhstan, whose geographic area of activity will be the Republic of Kazakhstan be approved.
7	8	That the Bangladesh Chapter, whose headquarters is Dhaka, Bangladesh, whose geographic area of activity is Bangladesh be reassigned from Region XV to the Region-At-Large.
8	8	That the Sri Lankan Chapter, whose headquarters is Colombo, Sri Lanka, whose geographic area of activity is Sri Lanka be reassigned from Region XV to the Region-At-Large.
9	8	That consent motions a. through m. as shown below be approved: <ul style="list-style-type: none"> <li>a. That the charter of the Hofstra University Student Branch, located in Hempstead, NY, and sponsored by the Long Island Chapter be approved. (Region I)</li> <li>b. That the charter of the George Mason University Student Branch, located in Fairfax, VA, and sponsored by the National Capital Chapter be approved. (Region III)</li> <li>c. That the charter of the ESPE Student Branch, located in Sangolquí, Ecuador, and sponsored by the Ecuador Chapter be approved. (Region XII)</li> <li>d. That the charter of the Universidad de Guayaquil Student Branch, located in Guayaquil, Ecuador, and sponsored by the Ecuador Chapter be approved. (Region XII)</li> <li>e. That the charter of the Universiti Sains Malaysia Student Branch, located in George Town, Malaysia, and sponsored by the Malaysia Chapter be approved. (Region XIII)</li> <li>f. That the charter of the University of Strathclyde Student Branch, located in Glasgow, UK, and sponsored by the ASHRAE UK Chapter be approved. (Region XIV)</li> <li>g. That the charter of the University of Oxford Student Branch, located in Oxford, UK, and sponsored by the ASHRAE UK Chapter be approved (Region XIV)</li> <li>h. That the HMU Student Branch, located in Heraklion, Greece, and sponsored by the Hellenic Chapter be approved (Region XIV)</li> <li>i. That the charter of the CNAM Student Branch, located in Paris, France, and sponsored by the France Section be approved. (Region XIV)</li> <li>j. That the charter of the Università di Firenze Student Branch, located in Florence, Italy, and sponsored by the Italy Section be approved. (Region XIV)</li> <li>k. That the charter of the Dronacharya Group of Institutions Student Branch, located in Greater Noida, Uttar Pradesh, India, and sponsored by the India Chapter be approved. (Region XV)</li> <li>l. That the charter of the NSUT Student Branch, located in Delhi, India, and sponsored by the India Chapter be approved. (Region XV)</li> <li>m. That the charter of the PVSIT Student Branch, located in Vijayawada, India, and sponsored by the ASHRAE Deccan Chapter be approved. (Region XV)</li> <li>n. That the charter of the ASU Student Branch, located in Amman, Jordan, and sponsored by the Jordan Chapter be approved. (Region-At-Large)</li> <li>o. That the charter of the ATU Student Branch, located in Accra, Ghana, and sponsored by the Ghana Chapter be approved. (Region-At-Large)</li> </ul>
10	9	That the Members Council MOP be updated to include Section 6.1.13: <u>6.1.13 Promote awareness of the society strategic plan at the Regional and Chapter level</u>
11	10	That the Regional Award of Merit point tally form be revised to limit CRC Delegate to a maximum of 2 points and CRC Alternate to a maximum of 1 point under Section C "Regional and Society Activity."

MO#	PG#	PRINCIPAL MOTIONS (continued)
12	11	<p>That the Manual for Chapter Operations (MCO) Section 3.7 be revised to read:</p> <p>3.7 Reinstatement of Membership</p> <p>A former member who has resigned or who has allowed their his or her membership to lapse may apply for reinstatement in the grade to which he/she formerly was assigned <a href="mailto:by_sending_an_email_request_to_membership@ashrae.org">by sending an email request to membership@ashrae.org</a>. The applicant can choose to either:</p> <ul style="list-style-type: none"> <li>• Pay dues for the current year, thereby once again becoming a member effective as of that date; credit for all prior volunteerism accrued will be retained; <a href="#">unpaid years will not be included while calculating member tenure</a>.</li> <li>• Pay dues for all years between the date of lapse and the current year, thereby retaining the original membership date; back dues will be charged in the amount of the current rate for that membership grade; <a href="#">credit for continuous years of membership will be recaptured</a></li> <li>• Student members cannot be reinstated and must rejoin.</li> </ul>
13	11	That Appendix BG be added to the CRC Manual
14	12	<p>That Appendix AE of the CRC Manual be updated to clarify the process to coordinate future CRC dates with Staff:</p> <p>Appendix AE Notes:</p> <ol style="list-style-type: none"> <li>1. A Region may schedule a CRC on the Target Weekend; approval by the DRC is required before signing a hotel contract.</li> <li>2. If the Target Weekend is unavailable, the CRC may be scheduled on the Backup Weekend, but contact the DRC first, who will coordinate with other DRCs and Regions. Approval by the DRC is required before signing a hotel contract.</li> <li>3. <a href="#">If the Target Weekend and Backup Weekend are unavailable, contact ASHRAE Staff (regioninfo@ashrae.org)</a></li> </ol>
15	12	<p>That the MCO, Section 11.1, be amended to allow for an option for a viable Section to become a Chapter without the mandatory 2-year waiting period, by adding the following alternative way, consisting of four simultaneous conditions:</p> <ol style="list-style-type: none"> <li>a. <a href="#">The Section must meet all the requirements for the formation of a new chapter, including the minimum of active Associate and Full Members.</a></li> <li>b. <a href="#">The existing Section must prepare a complete 3-year succession plan, identifying all the officers and the BOG for the first 3 years of chapter operation, consisting of grassroots chairs ready, willing and committed to serve as volunteers to the new chapter.</a></li> <li>c. <a href="#">The Section must present a summary activity report for the period since its creation until when the request to become a Chapter is submitted.</a></li> <li>d. <a href="#">The Section must present an Action Plan for the first year of chapter operation, and draft plans for the following two years.</a></li> </ol>
16e	16	That CTTC <a href="#">train provide guidance and tips to</a> Distinguished Lecturers (DLs) on how to better present to students on technical and non-technical topics at universities and in Student Branches, effective July 1, 2025.
17	17	That Members Council approve \$2,200 for the Communications Committee budget for FY 2025 / SY 2024-25 to be used to update the WordPress theme the committee makes available for ASHRAE Chapter websites.
18	17	That the Communications Committee provide virtual training to Chapter Communication Committee Chairs.
20	19	That Society revise the Chapter Service Award/ Distinguished Service Award/Exceptional Service Award point tally forms to include a point value given for each year as a section President beginning July 1, 2025.
21	20	That Affiliate members be allowed to hold an officer and/or chair position at the Chapter level, with the exception of the President, President Elect, and Treasurer.
28	25	<p>That the Rules of the Board Section 2.430.002.1 A as shown below be approved:</p> <p>A. Voting membership shall consist of a Chair, two Vice Chairs, two Members-at-Large, <a href="#">Presidential Initiative Coordinator</a> and one representative from each Region who will serve as Regional Vice Chair.</p>

## ACTION ITEMS

### Fall Meeting F24 - Action Items

AI#	PG#	Action Item	Duty	Due Date	Status
1		Update the MCO and CRC Manuals as per the approved motions	Staff	June 2025	Open
2					

**MINUTES  
MEMBERS COUNCIL WINTER MEETING  
FEBRUARY 11, 2025**

MEMBERS PRESENT: Bill McQuade, Chair  
Sarah Maston, Vice Chair

**VOTING MEMBERS PRESENT:**

Deanna Jean Adkison, RMCR REG I	Daniel C Russell, RMCR REG IX	Daniel Bourque, COMMS Chair
Ibrahim M Semhat, RMCR REG II	Colin E Laisure-Pool, RMCR REG X	Daniel J Redmond, CTTC Chair (virtual)
Matthew Archey, RMCR REG III	Jeffery Hurd, RMCR REG XI	Sheila Hayter, GAC Chair
Heather Platt-Gulledge, RMCR REG IV	Tulia I Rios, RMCR REG XII	Thomas H Phoenix, H&A Chair
Julia Timberman, RMCR REG V	Ching Loon Ong, RMCR REG XIII	Jason R Urso, MP Chair
Maggie Moninski, RMCR REG VI/CEC	Eduardo Maldonado, RMCR REG XIV	Lester J Pereira, RP Chair
Carrie R Kelty, RMCR REG VII	Aakash A Patel, REG XV	Shaun Nienhueser, SA Chair
Keith H Reihl, RMCR REG VIII	Adheeb S Mebhoob, RMCR RAL	Bruno C Martinez, YEA Chair

**NON-VOTING MEMBERS PRESENT:**

James A Arnold	Cheng Wee Leong	Wei Sun
Mahroo Eftekhari	Luke C H Leung	Buzz Wright
Bryan M Holcomb	Scott B Peach	

**GUESTS PRESENT:**

Sherry Abbott-Adkins	Rob Druga	Matthew Martinez	Drew Samuels
Farouque Ahmed	Steven Emmerich	Louise McKenzie	Chad Smith
Jonathan Alo	Haley Goslinga	Farooq Mehboob	Bob Snow
Bassel Anbari	Christopher Hofland	Christine Miner	Dinara Teleuova
Yan Cheung	Muhammad Khan	Richie Mittal	Edward Tsui
Dan Chudecke	Elise Kiland	Nisha Nair	Juliana Velez
Rob Craddock	Seth Kunkel	Juanjo Ortellado	Elizabeth Zakelj
Tommaso Dallavalle	Sergey Laktionov	Liz Primeau	
Andrey Demyanov	Genevieve Lussier	Matthew Rowe	

**STAFF PRESENT:**

Tammy Catchings	Jeff Littleton	Kirstin Pilot	Leigh Lain Walker
Sami Cowan	Rhiannon Masterson (virtual)	Joslyn Ratcliff	Pacia Wright Williamson
Tony Giometti	Jeanette McCray (virtual)	Lizzy Seymour	Anne Wilson
Daniel Gurley	Julia Mumford	Katie Thomson (virtual)	Alice Yates

**1. CALL TO ORDER**

The Annual Meeting of Members Council was called to order by Bill McQuade, Chair, Tuesday, February 11, 2025, at 8:15 am in Lake Eola AB, Hilton Orlando, Orlando, Florida.

**2. ASHRAE VALUE STATEMENT**

*In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.*

*Code of Ethics - <https://www.ashrae.org/about/governance/code-of-ethics>*

*Core Values - <https://www.ashrae.org/about/ashrae-s-core-values>*

*Diversity Statement - <https://www.ashrae.org/about/diversity-equity-and-inclusion-dei>*

**3. ROLL CALL**

Those in attendance are included in the list above.

**4. REVIEW OF AGENDA**

No changes

## 5. APPROVAL OF DRAFT MINUTES

It was moved by Bill McQuade and seconded

**(1) MOTION:** That the draft minutes from the October 28, 2024 Fall Meeting of Members Council be approved.

**MOTION 1 PASSED. (unanimous voice vote; chair not voting)**

## 6. MOTIONS FOR CHARTERS

It was moved by Bill McQuade and seconded by Maggie Moninski

**(2) MOTION: That the Vietnam Chapter, sponsored by Region XIII, whose headquarters will be Ho Chi Minh, Vietnam, whose geographic area of activity will be Vietnam be approved.**

**Background:** The proposed Chapter has been in Section status since 2020 (Vietnam Section) and has a 3-year strategic plan to strengthen chapter activities. A minimum of 40 ASHRAE Members and Associate Members in good standing in the geographic area within the boundaries of the proposed chapter must sign a petition for a new chapter; 41 such members signed the petition for the proposed Vietnam Chapter. The DRC of Region XIII and the Steering Committee Chair signed off on the petition to form the Vietnam Chapter.

**Fiscal Impact:** Staff time to add the chapter on the Society website and other non-legal documents, such as the Manual for Chapter Operations.

**Staff Impact:** Minimal

**MOTION 2 PASSED. (unanimous voice vote; chair not voting)**

It was moved by Bill McQuade and seconded by Keith Reihl

**(3) MOTION: That the Benelux Section, sponsored by Region XIV, whose headquarters will be Amsterdam, Netherlands, whose geographic area of activity will be the Netherlands be approved.**

**Background:** A minimum of 10 ASHRAE Members and Associate Members in good standing in the geographic area within the boundaries of the proposed section must sign a petition for a new section; 15 such members signed the petition for the proposed Benelux Section. The DRC of Region XIV signed off on the petition to form the Benelux Section.

**MOTION 3 PASSED. (unanimous voice vote, chair not voting)**

It was moved by Bill McQuade and seconded by Carrie Kelty

**(4) MOTION: That the Dach Section, sponsored by Region XIV, whose headquarters will be Zurich, Switzerland, whose geographic area of activity will be Switzerland and Austria be approved.**

**Background:** A minimum of 10 ASHRAE Members and Associate Members in good standing in the geographic area within the boundaries of the proposed section must sign a petition for a new section; 14 such members signed the petition for the proposed Dach Section. The DRC of Region XIV signed off on the petition to form the Dach Section.

**MOTION 4 PASSED. (unanimous voice vote, chair not voting)**

It was moved by Bill McQuade and seconded by Eduardo Maldonado

**(5) MOTION: That the Georgian Section, sponsored by the Turkish Chapter whose headquarters will be Tbilisi, Georgia whose geographic area of activity will be the country of Georgia be approved.**

**Background:** A minimum of 10 ASHRAE Members and Associate Members in good standing in the geographic area within the boundaries of the proposed section must sign a petition for a new section; 10 such members signed the petition for the proposed Georgian Section. The DRC of Region-At-Large and the sponsoring Chapter President signed off on the petition to form the Georgian Section.

**MOTION 5 PASSED. (unanimous voice vote, chair not voting)**

It was moved by Bill McQuade and seconded by Tulia Rios

**(6) MOTION: That the Kazakhstan Section, sponsored by the Turkish Chapter whose headquarters will be Almaty, Kazakhstan, whose geographic area of activity will be the Republic of Kazakhstan be approved.**

**Background:** A minimum of 10 ASHRAE Members and Associate Members in good standing in the geographic area within the boundaries of the proposed section must sign a petition for a new section; 11 such members signed the petition for the proposed Kazakhstan Section. The DRC of Region-At-Large and the sponsoring Chapter President signed off on the petition to form the Kazakhstan Section.

**MOTION 6 PASSED. (25-0-0, chair not voting)**

It was moved by Bill McQuade and seconded by Dan Russell

**(7) MOTION: That the Bangladesh Chapter, whose headquarters is Dhaka, Bangladesh, whose geographic area of activity is Bangladesh be reassigned from Region XV to the Region-At-Large.**

**Background:** The Bangladesh Chapter has requested reassignment to the Region-At-Large to serve the interest of 100% of the members in their geographic area. The Bangladesh Chapter believes this change will enhance the chapter's ability to operate more effectively. The Bangladesh Chapter also wants access to and interaction with the many countries in the Region-At-Large for a truly international flavor.

A petition must be signed by at least 60% (90) of the relevant voting membership but no less than 40 chapter members for a chapter reassignment. The Bangladesh Chapter has 150 Area Assigned Members and 95 members in good standing signed the petition for chapter reassignment. The Chapter President and the DRCs of both Region XV and the Region-At-Large signed off on the petition.

**MOTION 7 PASSED. (23-1-1, chair not voting)**

It was moved by Bill McQuade and seconded by Colin Laisure-Pool

**(8) MOTION: That the Sri Lankan Chapter, whose headquarters is Colombo, Sri Lanka, whose geographic area of activity is Sri Lanka be reassigned from Region XV to the Region-At-Large.**

**Background:** The Sri Lankan Chapter has requested reassignment to the Region-At-Large to serve the interest of 100% of the members in their geographic area. The Sri Lanka is an independent and sovereign country that is not a part of India and the Chapter does not want to be the sole member of Region XV outside of India.

A petition must be signed by at least 60% (72) of the relevant voting membership but no less than 40 chapter members for a chapter reassignment. The Sri Lankan Chapter has 120 Area Assigned Members and 75 members in good standing signed the petition for chapter reassignment. The Chapter President signed off on the petition.

**MOTION 8 PASSED. (24-1-0, chair not voting)**

It was moved by Bill McQuade and seconded by Matt Archey

**(9) MOTION: That the following consent motions a. through p. shown below be approved.**

- a. That the charter of the Hofstra University Student Branch, located in Hempstead, NY, and sponsored by the Long Island Chapter be approved. (Region I)
- b. That the charter of the George Mason University Student Branch, located in Fairfax, VA, and sponsored by the National Capital Chapter be approved. (Region III)
- c. That the charter of the ESPE Student Branch, located in Sangolquí, Ecuador, and sponsored by the Ecuador Chapter be approved. (Region XII)
- d. That the charter of the Universidad de Guayaquil Student Branch, located in Guayaquil, Ecuador, and sponsored by the Ecuador Chapter be approved. (Region XII)
- e. That the charter of the Universiti Sains Malaysia Student Branch, located in George Town, Malaysia, and sponsored by the Malaysia Chapter be approved. (Region XIII)
- f. That the charter of the University of Strathclyde Student Branch, located in Glasgow, UK, and sponsored by the ASHRAE UK Chapter be approved. (Region XIV)
- g. That the charter of the University of Oxford Student Branch, located in Oxford, UK, and sponsored by the ASHRAE UK Chapter be approved (Region XIV)
- h. That the HMU Student Branch, located in Heraklion, Greece, and sponsored by the Hellenic Chapter be approved (Region XIV)
- i. That the charter of the CNAM Student Branch, located in Paris, France, and sponsored by the France Section be approved. (Region XIV)
- j. That the charter of the Università di Firenze Student Branch, located in Florence, Italy, and sponsored

by the Italy Section be approved. (Region XIV)

- k.** That the charter of the Dronacharya Group of Institutions Student Branch, located in Greater Noida, Uttar Pradesh, India, and sponsored by the India Chapter be approved. (Region XV)
- l.** That the charter of the NSUT Student Branch, located in Delhi, India, and sponsored by the India Chapter be approved. (Region XV)
- m.** That the charter of the PVSIT Student Branch, located in Vijayawada, India, and sponsored by the ASHRAE Deccan Chapter be approved. (Region XV)
- n.** That the charter of the ASU Student Branch, located in Amman, Jordan, and sponsored by the Jordan Chapter be approved. (Region-At-Large)
- o.** That the charter of the ATU Student Branch, located in Accra, Ghana, and sponsored by the Ghana Chapter be approved. (Region-At-Large)

**MOTION 9 PASSED. (unanimous voice vote, chair not voting)**

## 7. MEMBERS COUNCIL SUBCOMMITTEE REPORTS

### a. Planning Subcommittee Report (Attachment A)

The following was reported by Tulia Rios, Planning Subcommittee Chair

**(10) MOTION: Planning Subcommittee recommends to Members Council that the MOP be updated to include Section 6.1.13.**

### 6. REGION MEMBERS COUNCIL REPRESENTATIVE (RMCR) RESPONSIBILITIES

#### 6.1. Roles and Responsibilities

- 6.1.1. Serves as a voting member of Members Council.
- 6.1.2. Responsibility to represent the region in Members Council deliberations.
- 6.1.3. Provide assistance to Regional Vice Chairs (RVCs) in furthering the aims of the Society through Members Council Standing Committees as the Region dictates either through the DRC or through motions passed by chapter delegates at CRC.
- 6.1.4. Maintain communications with the DRC on actions and deliberations that effect the Society, Region, and Chapters. If delegated by the DRC, communicate information directly to chapters.
  - 6.1.5. Maintain direct and regular communication with each of the RVCs on actions of their committees.
  - 6.1.6. Presides over the motion process for the CRC business meeting.
  - 6.1.7. Report all approved Society-level motions to Members Council staff.
  - 6.1.8. Report status of past CRC motions during business meeting.
  - 6.1.9. Inform Members Council at least 3 years prior to the scheduled CRC dates, locations and Chapter chair information.
  - 6.1.10. Report any relevant issues and activities of the region, chapters, sections and student branches to Members Council.
  - 6.1.11. Monitor local chapter affiliation with other engineering councils or organizations and, if necessary, bring such activities to Members Council and the Board of Directors for approval.
  - 6.1.12. Fully participate in all Members Council, assigned subcommittee and Ad Hoc Committee meetings.
  - 6.1.13. Promote awareness of the society strategic plan at the Regional and Chapter level

**Background:** Trent Hunt and Andres Sepulveda, members of Society's Planning Committee (PLC) attended the October Members Council Planning Subcommittee meeting to request that the subcommittee consider adding a line to the roles and responsibilities listed in the Members Council Manual of Procedures for RMCRs to "Champion the Society Strategic Plan at the regional and chapter level by helping RVC's and chapters align their operational plans and MBOs more closely with those of society. Promote awareness of the society strategic plan at Society and Regional Level." After lengthy discussion, the subcommittee agreed that RMCRs should support promoting awareness of the strategic plan at the Regional level but decided to keep the language more general and not include a specific directive for RMCRs to work with RVCs and chapters directly on aligning their operational plans and MBOs with the Society's strategic plan. The subcommittee felt that the general statement would support the intent of building awareness of Society's Strategic Plan without adding undue pressure on the

chapters to create and track specific MBOs related to the Strategic Plan.

**Subcommittee Vote:** 7-0-0, 2 absent, CV.

**Fiscal Impact:** None.

**Staff Impact:** Updates to be made to the Manual of Operating Procedures and posted on ashrae.org.

**MOTION 10 PASSED. (unanimous voice vote, chair not voting)**

**Planning Subcommittee Information Items**

1. The Planning Subcommittee reviewed the John F. James Award as requested by the Honors and Awards Committee:
  - 1.1 Does the award have current appeal? **Yes**
  - 1.2 Does the award's scope overlap or conflict with other current or proposed awards? **No**
  - 1.3 Do you believe the majority of ASHRAE members would be of the opinion that this award should be presented at a Chapter Meeting, a Regional Meeting, a Society Committee function, the Plenary Session, or possibly some other Society function? Please state the reasons for your choice. **This award is already being presented at the Plenary; it should remain there since it is an international award.**
  - 1.4 What are the criteria for the award? Do they include a limit on the number of candidates that may receive the award annually? Please include a criteria statement if available. **The John F. James International Award recognizes an ASHRAE member who has done the most to enhance the Society's international presence or posture. One awarded per year.**
  - 1.5 Is there a written process for the selection of candidates? If so, please include a copy. **Yes**
  - 1.6 Are there financial commitments associated with the award such as travel costs, honoraria, or earmarked income from the ASHRAE Foundation? **Yes, a plaque, lapel pin, and transportation.**
2. The Planning Subcommittee received 2-year fiscal plans from reporting committees; all should be received and added to Basecamp for review by March 1.

**b. Region Operations Subcommittee Report Subcommittee Report** (Attachment B)

The following was reported by Julia Timberman, Region Operations Subcommittee Chair

**(11) MOTION: Region Operations Subcommittee recommends to Members Council to revise the Regional Award of Merit point tally form to limit CRC Delegate to a maximum of 2 points and CRC Alternate to a maximum of 1 point under Section C "Regional and Society Activity."**

<b>C. REGIONAL/SOCIETY ACTIVITY</b>		
<b>Regional Chair</b>	<b>2/yr</b>	
<b>Region Members Council Representative</b>	<b>1/yr</b>	
<b>Assistant Regional Chair</b>	<b>½/yr</b>	
<b>DAL involved in Region (CRC, Regional Planning, etc.)</b>	<b>½/yr</b>	
<b>CRC Delegate</b>	<b>1/yr <u>(max 2 points)</u></b>	
<b>CRC Alternate</b>	<b>½/yr <u>(max 1 point)</u></b>	

**Background:** Last SY, there were several members who applied for the Regional Award of Service who only had points for Section C "Regional/Society Activity" for serving multiple years as a CRC Delegate and CRC Alternate. Staff identified Chapter Delegate and Chapter Alternate as a chapter position listed in the CIQ, not a regional position, and wouldn't count toward regional service listed in Section C, if that was the only regional service identified in that section. Staff received complaints and therefore asked the Region Operations Subcommittee for guidance. The Region Operations Subcommittee initially recommended to Members Council that Chapter Delegate and Chapter Alternate positions be recognized in Section A as "Chapter Points."

**NOTE:** *This motion was brought forth to Members Council at the Fall Council Meeting and was withdrawn. Chair, Bill McQuade assigned the subcommittee an action item to readdress the intent of the motion. Because you can get an RAOM award with a minimum of 4 Regional points (+ 6 maximum Chapter points), limiting the CRC Delegate and Alternate to 3 points max ensures other Regional service be required to get award.*

**Fiscal Impact:** None.

**Subcommittee Vote:** 5-0-0, 2 absent; CNV

**Staff Impact:** Minimal to revise and update the Regional Award of Merit Tally Form to ashrae.org and the Appendix 2E in the MCO.

**MOTION 11 PASSED. (unanimous voice vote, chair not voting)**

**(12) MOTION: Region Operations moves that the Manual for Chapter Operations Section 3.7 be revised to read:**

**3.7 Reinstatement of Membership**

A former member who has resigned or who has allowed their his or her membership to lapse may apply for reinstatement in the grade to which he/she formerly was assigned by sending an email request to [membership@ashrae.org](mailto:membership@ashrae.org). The applicant can choose to either:

- Pay dues for the current year, thereby once again becoming a member effective as of that date; credit for all prior volunteerism accrued will be retained; unpaid years will not be included while calculating member tenure.
- Pay dues for all years between the date of lapse and the current year, thereby retaining the original membership date; back dues will be charged in the amount of the current rate for that membership grade; credit for continuous years of membership will be recaptured
- Student members cannot be reinstated and must rejoin.

**Background:** Motion 24-9-3 from Nebraska Chapter (Region IX Fall CRC) asked for an edit to MCO Section 3.7. Region Operations agrees with the intent of the motion but clarified with staff the current process which the chapter was not aware of. The edits Region Operations are recommending clarify the current process and addresses the intent of the Nebraska Chapter motion.

**Subcommittee Vote:** 7-0-0, CNV.

**Fiscal Impact:** None

**Staff Impact:** None

**MOTION 12 PASSED. (unanimous voice vote, chair not voting)**

**(13) MOTION: Region Operations recommends to Members Council that Appendix BG be added to the CRC Manual:**

**Appendix BG: SCRIPT FOR INSTALLATION OF REGIONAL OFFICERS**

**Ask for the new officers to stand.**

**Opening statement**

“Election to regional officer is a distinct honor bestowed upon ASHRAE members by their peers for their efforts. For any region to provide the appropriate and expected service to its members, the regional officers must be committed to the tasks required, which are necessary to achieve Society’s purpose of advancing the arts and sciences of heating, refrigerating, air-conditioning and ventilating.”

**Asking the new officers collectively.**

“Do you each promise to fulfill the duties and responsibilities of your office?”

**If all individuals reply in the affirmative then continue with the following.**

“Your responses’ being affirmative indicates your willingness to accept the responsibility being placed upon you by your chapter, your region and your Society. I, therefore, install you as a duly elected and sworn officers of this Region.”

“In closing, I remind you that you have capable, willing regional members to assist you, but the success of the region is in your hands.”

**Thank you, new officers can be seated.**

**Background:** Bill McQuade requested to add a section to the CRC Manual to include a script for the Installation of Regional Officers.

**Fiscal Impact:** None

**Staff Impact:** Minimal to update Manual

**Subcommittee Vote: 6-0-0; 1 absent; CNV**

**MOTION 13 PASSED. (unanimous voice vote, chair not voting)**

**(14) MOTION: Region Operations recommends to Members Council that Appendix AE of the CRC Manual be updated to clarify the process to coordinate future CRC dates with Staff:**

Appendix AE Notes:

1. A Region may schedule a CRC on the Target Weekend; approval by the DRC is required before signing a hotel contract.
2. If the Target Weekend is unavailable, the CRC may be scheduled on the Backup Weekend, but contact the DRC first, who will coordinate with other DRCs and Regions. Approval by the DRC is required before signing a hotel contract.
3. If the Target Weekend and Backup Weekend are unavailable, contact ASHRAE Staff ([regioninfo@ashrae.org](mailto:regioninfo@ashrae.org))

**Background:** Region Operations recommends adding this note to the CRC Manual to clarify the process to reserve dates for CRCs. This added note will satisfy the intent of two referred motions (Motion 24-12-9 and Motion 24-11-4).

**Fiscal Impact:** None

**Staff Impact:** Minimal to update Manual

**Subcommittee Vote:** 7-0-0; CNV.

**MOTION 14 PASSED. (unanimous voice vote, chair not voting)**

**AI1: Staff to update the MCO and CRC Manuals as per the approved motions**

**Status of Referred Motions**

**(15) MOTION: Region Operations recommends to Members Council that the following motion be defeated:**

**Region XIV; Nordic Chapter (Motion #24-14-2):**

Amend the Manual of Chapter Operations (MCO), Section 11.1, to allow for an option for a viable Section to become a Chapter without the mandatory 2-year waiting period, by adding the following alternative way, consisting of four simultaneous conditions:

- a. The Section must meet all the requirements for the formation of a new chapter, including the minimum of active Associate and Full Members.
- b. The existing Section must prepare a complete 3-year succession plan, identifying all the officers and the BOG for the first 3 years of chapter operation, consisting of grassroots chairs ready, willing and committed to serve as volunteers to the new chapter.
- c. The Section must present a summary activity report for the period since its creation until when the request to become a Chapter is submitted.
- d. The Section must present an Action Plan for the first year of chapter operation, and draft plans for the following two years.

**Members Council did not agree with recommendation and voted 12-11-2; CV to pass Motion #24-14-2**

**Region XII; Brasil Chapter (Motion #24-12-9):**

Brasil Chapter recommends to Region XII to not schedule the Region XII Chapter Regional Conference (CRC) on the second week of August because of Father's Day in Brazil, starting with the 2025 Region XII CRC.

**Region XI; Oregon Chapter (Motion #24-11-4):**

To give the CRC chair of the host chapter the authority to coordinate the CRC weekend with ASHRAE Society Staff to avoid Society conflicts, common graduation weekends, as well as Canadian, U.S., and common holidays including but not limited to: Easter, Good Friday, Victoria Day, Mother's Day and Memorial day; so long as the CRC weekend falls within 4 weeks of May 1st (before or after).

Region Operations revised Appendix AE to clarify the process to coordinate future CRC dates with Staff. Revisions submitted and approved in Motion 14 above to address the intent of these motions.

**Region IX; Nebraska Chapter (Motion 24-9-3):**

Move to edit the following documents to read as follows:

Manual for Chapter Operations Section 3.7 to read

"A former member who has resigned or who has allowed his or her membership to lapse may apply for reinstatement in the grade to which he/she formerly was assigned. The applicant can choose to either:

- Pay dues for the current year, thereby once again becoming a member effective as of that date.
- Pay dues for the current year and partial dues for all years between the date of lapse and the current year, thereby becoming a member effective as of that date and re-instating his or her former volunteer-ism and awards from before the lapse in membership; back dues will be charged at 10% of the amount of the current rate for that membership grade and lapsed years will not be credited to the member.]
- Pay dues for all years between the date of lapse and the current year, thereby retaining the original membership date and being credited for formerly lapsed years of membership; back dues will be charged in the amount of the current rate for that membership grade.”

ASHRAE Bylaws, Article II, Section 2.20 Reinstatement to read:

“A member who has resigned or who has been dropped from membership may be reinstated by one of the following 1) payment of the same fees charged a new member, 2) payment of the current years membership fee and a portion of years of lapsed membership dues accrued based on the current membership dues rate to retain former years of volunteerism, or 3) may be reinstated as of the original date of membership if the member pays all years of lapsed membership dues accrued based on the current membership dues rate.”

Region Operations defeated Motion 24-9-3; upon review with staff, the motion requests changes to the process that are already in place. Revisions to MCO submitted and approved in Motion 12 above to address the intent of this motion.

#### **Region Operations Subcommittee Information Items**

1. The Region Operations Subcommittee requested that each region perform a Chapter Health Assessment (CHA) for each of their chapters. The following chapters were marked as “weak” or “failing” or had less than 40 members (Regions VI and VIII will send their CHAs soon):

Chapter Health Information for Failing and Weak Chapters					
Region	Chapter	Q1 Mem Total	Q2 Mem Total	CHA Score	Chapter Health Rating
I	NEW HAMPSHIRE	152	149	53	Weak Chapter
III	Johnstown	60	56	26	Failing Chapter
III	Roanoke	137	143	50	Weak Chapter
RAL	LIBYA	0	0	0	Failing Chapter
RAL	SOUTH AFRICA	101	98	3	Failing Chapter
RAL	ALEXANDRIA	11	17	46	Weak Chapter

Chapter Health Information for Chapters with Less than 40 Member's and Normal or Struggling Status					
Region	Chapter	Q1 Mem Total	Q2 Mem Total	CHA Score	Chapter Health Rating
XIV	Cyprus	29	28	102	Normal Chapter
RAL	FAISALABAD	20	21	105	Normal Chapter
RAL	SUDAN	4	27	80	Struggling Chapter
RAL	OMAN	28	28	90	Struggling Chapter
RAL	PYRAMIDS	26	28	135	Normal Chapter

2. The Region Operations Subcommittee request that an action item be assigned to each region that has a weak or failing chapter listed to provide a report on actions taken to support these chapters at the Annual Conference in Phoenix. A member from the subcommittee was assigned to each region list above to support the region through this process.
3. By the Annual Conference in Phoenix, the subcommittee will propose a process to monitor the progress of chapters on a regular basis that are identified as weak or failing and a checklist of actions to be taken to support these chapters to be included in the MCO.
4. The subcommittee assigned staff an action item to include the CHAs in the DRC packet as a reminder to complete the assessments each year during the spring/summer and submitted to Members Council by October 1 each year. Region Operations Subcommittee will review the results and bring any recommendations to Members Council by the Winter Conference.

c. PAOE Subcommittee Report (Attachment C)

1. **Referred Motions**

**BOD (6/23/2024)**

That effective July 1, 2025, or sooner if possible, entering PAOE points for items that are currently restricted to be entered only by Regional Leaders be changed so that both Regional Leaders and the chapter Committee Chairs can enter the points.

**Status:** **Complete** *IT Staff made updates to PAOE to remove restrictions*

**Motion #24-4-1; Region IV - Triangle Chapter**

That Society remove the activity cap for PAOE Criteria SA6.13 which reads "For each post high school activity in which one or more chapter members participates, excluding student branch advisor participation" receive 25 points per activity with a Cap of 200 points.

**Status:** **Open** *PAOE Subcommittee referred to Student Activities Committee*

**Motion #24-4-004; Region IV - South Carolina Chapter**

That ASHRAE Society dedicate and outline the PAOE points & structure for Chapter Sustainability Chairs.

**Status:** **Open** *PAOE Subcommittee referred to Region Operations Subcommittee*

**Motion #23-6-5; Region VI - Minnesota Chapter**

That ASHRAE Society establish a DEI Category for PAOE points by July 1, 2023.

**Status:** **Open** *PAOE Subcommittee referred to DEI Ad Hoc*

**Motion #22-12-1; Region XII - Brasil Chapter**

Request for the insertion of one new score in the PAOE, which would be complementary, related to female participation in the Chapter CIQ. 50 points would be added per female member on the Chapter CIQ. This change should be for the Society Year 2023-2024, starting on July 1, 2023.

**Amended Motion:** Request for the insertion of one new score in the PAOE, which would be complementary, related to **female DEI** participation in the Chapter CIQ. 50 points would be added per **female DEI** member on the Chapter CIQ. This change should be for the Society Year 2024-2025, starting on July 1, 2024. Amended (PAOE Subcommittee 9/26/2023)

**Update/Official Response:** [From 2023-2024 PAOE Subcommittee] PAOE Subcommittee agrees with the intent of the motion but is further exploring way to include other underrepresented members in the next round of PAOE (2025-2026).

**Status:** **Open** *PAOE Subcommittee referred to DEI Ad Hoc*

**PAOE Subcommittee Information Items:**

Category	PAOE Recommendations	Current Min.	Current Par
Chapter Operations	<b>Make edits and renumber line items</b>	<b>600</b>	<b>1500</b>
	<b>Update Presidential Initiatives:</b> move CO1 to 'Efficient use of volunteers' time' <b>Remove line items:</b> CO5, CO7, CO9, CO11, CO13, CO16, CO26.1, CO35 <b>Edit line items:</b> CO2, CO3, CO4, CO6, CO8, CO10, CO17, CO26.2, CO28, CO30, CO32, CO33, CO36, CO38, CO41 <b>Add new line item:</b> CO14 <b>Move Automated items:</b> CO24, CO25		
CTTC	<b>Make edits and renumber line items</b>	<b>550</b>	<b>1500</b>
	<b>Remove line items:</b> CT4, CT5 <b>Move Automated items:</b> CT19, CT21		
GAC	<b>No Recommendations</b>	<b>500</b>	<b>1250</b>
MP	<b>Make edits and renumber line items</b>	<b>1000 800</b>	<b>1600 1400</b>
	<b>Remove line items:</b> MP3, MP5, MP9, MP10, MP11, MP15, MP18, MP19 <b>Edit line items:</b> MP2, MP14, MP16, MP17 <b>Move Automated items:</b> MP1, MP4, MP12		
RP	<b>No Recommendations</b>	<b>800</b>	<b>1050</b>

SAC	Make edits and renumber line items	500	800
	<b>Edit line items:</b> SA6.4, SA6.14 <b>Move Automated items:</b> SA6.1, SA6.2, SA6.3, SA6.9, SA6.12		
YEA	<b>Renumber line items</b>	300	900
	<b>Move Automated items:</b> YEA2, YEA4, YEA5, YEA6, YEA9, YEA23, YEA24, YEA25		
Communications	<b>Make edits to line items and points</b>	300	700
	<b>Edit line items:</b> CC3, CC4, CC6.4, CC6.5, CC7.1, CC7.2, CC7.6, CC8.2, CC9.1, CC9.3, CC11 <b>Add new line items:</b> CC6.7, CC6.8 (moved from CC15), CC10.3		
Historical	<b>Make edits and renumber line items</b>	100	500
	<b>Remove line items:</b> H2, H15, H16 <b>Edit line items:</b> H1, H7, H9, H10, H13		

## 8. Honors and Awards Committee – Phoenix (Part 1)

Members Council went into executive session for Part 1 of the Honors and Awards Committee report to Members Council.

## 9. REPORTING COMMITTEE REPORTS

### 9.1 Government Affairs Committee – Hayter (Attachment D)

#### Government Affairs Information Items

1. **Government Outreach Events (GOE):** The GAC set a goal of 100 Government Outreach Events to be held during Society Year 2024-2025. The GAC has so far held **39 events** and has **21 scheduled and planned**. With the majority of the domestic outreach events typically occurring in the Spring when the legislatures are in session, the GAC is in a strong position to meet its goals. The GAC is also reviewing how meetings and events with government officials are counted and how to best assess impact.
2. **Public Policy Issue Briefs:** The GAC approved unanimously 12 updated Public Policy Issue Briefs (PPIBs) listed below. These documents (with the exception of Building Electrification, which has already been reviewed) still need to be reviewed by Tech Council or its designee. A new PPIB on Infectious Disease has been proposed and two possible new PPIBs are being developed: electricity generation and environmental justice.
  - i. Building Electrification
  - ii. Building Decarbonization
  - iii. Building Energy Benchmarking
  - iv. Climate Change and the Built Environment
  - v. Consensus Standards- Expert Solutions to Meet Global Needs
  - vi. Environmental Tobacco Smoke and Electronic Nicotine Delivery Systems
  - vii. Indoor Air Quality
  - viii. Refrigerants and Their Responsible Use
  - ix. Resiliency in the Built Environment
  - x. STEM Education & Workforce
  - xi. Indoor Carbon Dioxide
  - xii. Wildfires and Indoor Environmental Health
3. **Subject Matter Expert Program to Support Government Outreach:** This new pilot program is up and running. The first set of SMEs have been selected and notified and the second set of applications is being reviewed. Staff have begun sharing a flyer to help recruit SMEs for the program, and this information is also included in the Leadership Presentation for the Winter Conference.
4. **Budget for FY26 and FY27:** No substantive changes were made to the GAC budget. The travel for in-person staff assistance to GOEs was adjusted to pre-covid levels.

## 9.2 Chapter Technology Transfer Committee (CTTC) – Redmond (Attachment E)

### **Status of Referred Motions**

#### **(16) MOTION: That Members Council accept CTTC's recommendations for the following consent motions a. through e.**

##### **a. CTTC recommends to Members Council that Motion #24-2-1 be defeated:**

Motion #24-2-1, Region II, Hamilton Chapter: To create a new Technology Awards subcommittee chapter chair position in the CIQ. The position would be called Chapter Technology Awards Subcommittee Chair.

**CTTC comments:** *In the spirit of society streamlining chapter operations, per society strategic plan, technology awards should be initiated at the chapter level through collaboration between CTTC chair and Honors & Awards chair. (This would be redundant to add specific Chapter Technology Awards chair).*

##### **b. CTTC recommends to Members Council that Motion #24-2-2 be defeated:**

Motion #24-2-2, Region II, Hamilton Chapter: To add virtual centralized training for the CTTC position.

**CTTC comments:** *CTTC supports the intent of this motion. They have created a Working Group to create an annual webinar for CTTC Chapter Chairs that will reinforce what is taught at the CRCs.*

##### **c. CTTC recommends to Members Council that Motion #24-7-2 be defeated:**

Motion #24-7-2, Region VII, Tennessee Valley Chapter: That Staff provide a summary of the chapter speaker review online form with names and emails to the Chapter CTTC Chair within a week of the program.

**CTTC comments:** *This is already available; the CTTC Chapter Chair has access to individual digital feedback forms*

##### **d. CTTC recommends to Members Council that Motion #24-7-2 be defeated:**

Motion #24-12-1, Region XII, Argentina Chapter: The Argentina Chapter recommends to CTTC to increase the maximum number of Distinguished Lecturers (DL) allocated visits so that each Region has 1.5 DL allocated visits per chapter, beginning July 1, 2026.

**CTTC comments:** *Based on our DL travel budget we are looking at adding five allocated visits to the current SY and then giving those extra visits to Regions outside of North America for the next SY.*

##### **e. CTTC recommends to Members Council that Motion #24-12-8 be approved as amended:**

Motion #24-12-8, Region XII, Columbia Chapter: Colombia Chapter recommends to CTTC to train Distinguished Lecturers (DLs) on how to better present to students on technical and non-technical topics at universities and in Student Branches, effective July 1, 2025. ()

Amended Motion #24-12-8A: Colombia Chapter recommends to CTTC to ~~train~~ provide guidance and tips to Distinguished Lecturers (DLs) on how to better present to students on technical and non-technical topics at universities and in Student Branches, effective July 1, 2025.

**CTTC comments:** *We agree that DLs should be prepared on how to present to a student audience and will provide guidance and tips to the DLs*

#### **MOTION 16 PASSED. (unanimous voice vote, chair not voting)**

### **CTTC Information Items**

1. Distinguished Lecturer (DL) Program:
  - a. A total of 195 allocated visits have been completed for the current Society Year. A total of 318 visits have been scheduled so far (111 allocated visits, 42 common pool visits, and 165 non-allocated visits).
  - b. CTTC reviewed 30 DL nominations and approved a roster of 94 DLs for the next Society Year.
2. We received 44 Technology Award entries for this year's Society-level competition (one more than last year). The judging panel selected 27 projects for awards. The Award of Engineering Excellence and first place winners were recognized at the Plenary on Saturday.
3. We made the following adjustments to the CTTC Budget for the next two Society Years:
  - a. Transportation for CTTC RVCs attending CRC: increase budget from 1.5 to 8.0 to accommodate an estimate of \$500 per RVC

- b. Staff travel to Winter and Annual Conferences: internal accounting changes moved staff hotel costs out of the conferences budget and into the budget of the staff liaison's committee. This increase from 1.5 to 3.0 takes that change into account.
- 4. PAOE Recommendations:
  - a. CT4 and CT5: remove
  - b. CT6: alphabetize list of certifications and add new CDP certification
  - c. CT22: clarified acronyms and removed TAC template as outdated
  - d. CT33: clarify air travel is in mileage not money

### 9.3 Communications Committee – Bourque (Attachment F)

#### **Motions**

It was moved by Daniel Bourque and seconded by Tulia Rios

**(17) MOTION: Communications Committee recommends to Members Council to recommend approval of \$2,200 for the Communications Committee budget for FY 2025 / SY 2024-25 to be used to update the WordPress theme the committee makes available for ASHRAE Chapter websites.**

**BACKGROUND:** The theme was originally created in 2021 and the 2025 updates are to enhance the theme as a result of feedback from users and to continue to align with the vision of the committee.

Thirty-one ASHRAE chapters have requested a copy of the theme. Sixteen chapters and 3 regions are currently using the theme.

**STAFF IMPACT:** Minimal to update budget.

**FISCAL IMPACT:** \$2,200

**MOTION 17 PASSED. (unanimous voice vote, chair not voting)**

#### **Status of Referred Motions**

**(18) MOTION: Communications Committee recommends to Members Council that Motion 24-7-1 be approved:**

##### **Region VII; Bluegrass Chapter (Motion 24-7-1):**

That the Communication Committee provide virtual training to Chapter Communication Committee Chairs.

**MOTION 18 PASSED. (unanimous voice vote, chair not voting)**

It was moved by Daniel Bourque and seconded by Tulia Rios:

**(19) MOTION: Communications Committee recommends to Members Council that Motion 24-RAL-1 be deferred.**

##### **Region-at-Large; ASHRAE Falcon Chapter (Motion 24-RAL-1):**

That the Communications Committee be designated as a Grassroots Committee and granted the same standing, privileges, and responsibilities as other Grassroots Committees

Answer: Background information in the motion points to a lack of training for Chapter Communication Chairs. Communications Committee is currently evaluating available training options to address the gap. Communications Committee research shows there is a significantly larger number of unfilled Communications Chair positions than Chair positions of grassroots committees.

**Comments:** *The committee currently has an MBO regarding training options and is looking into these as a result of Fall 2024 CRC Motion, Region VII Bluegrass Chapter – Motion 24-7-1. An ad hoc was created at the Orlando Winter Meeting to investigate this motion further and inform Communications Committee in order to report a recommendation at the Phoenix Annual Conference.*

*Additionally, Communications Committee is reviewing documents where Communications is listed as “optional” to discuss the feasibility and potential outcomes of removing “optional” from the references.*

**MOTION 19 (TO DEFER) PASSED. (unanimous voice vote, chair not voting)**

#### **Communications Committee Information Items**

1. Communications Committee held, discussed and finalized recommendations based on three separate Working Group meetings for 2025-2026 PAOE.

2. Communications Committee discussed information from meeting with other committees (YEA, MP, Publications, and RP).
3. The Committee discussed and finalized recommendations per MBOs suggested to the committee from Members Council:

*Communications Committee MBO B: All Standing committees should have an action to provide input to the Membership Promotion Committee on alternative methods for promoting the value and benefits of employee participation in ASHRAE and to encourage sponsorship and support for their employees by end of Q2.*

The committee will provide this information directly to the Membership Promotion Committee.

*Communications Committee MBO C: All Standing Committees of Member Council should include an MBO that identifies and recommends additional ways of promoting inclusion and fostering community and networking within ASHRAE in general, and within their function specifically, by the end of Q4.*

4. The Committee reviewed its budget per the MBO suggested to the committee from Members Council and provided the projections to the Planning Subcommittee of Members Council.

*In support of the Members Council Planning Subcommittee's MBO to prepare a 2-year fiscal plan, all reporting committees should include their own MBO to review their programs, budget and expenses and make recommendations to the Planning Subcommittee by the Winter Meeting.*

## 9.4 Conferences and Expositions Committee (CEC) – Moninski (Attachment G)

### **CEC Committee Information Items**

1. The 2025 Winter Conference had a total of 111 sessions and events scheduled, comprised as follows: 57 Seminars, 33 Paper Sessions and 4 Poster Sessions, 2 Virtual Paper Sessions, 3 Panel discussions, 3 Forums, 2 Debates, 4 Workshops and 3 AHR Expo Sessions. There were a total of 364 presentations, 164 papers and 17 live-streamed sessions. As of February 8, registration for in-person attendance is 2,823, A total of \$37K in sponsorship was raised for the conference.
2. The 2025 ASHRAE Student Paper Competition is sponsored by the Student Activities Committee and run by the Conferences and Expositions Committee. Student authors working towards their bachelor's or master's degree were invited to submit papers based on work. 27 papers were submitted, 18 of which were eligible for the competition. Four finalists were chosen: Estefany Patricia Vizuete, Escuela Politécnica Nacional, Quito, Ecuador; Amanda Oliveira de Moura, Universidade de Brasília, Brazil; Mokshika Arora, CEPT UNIVERSITY, Ahmedabad, India; and, Hessah Althalab, Kuwait University, Kuwait City, Kuwait. The four finalists presented their papers on January 30th and the judging panel selected Mokshika Arora as the winner. Mokshika will represent ASHRAE at the World Student Paper Competition on June 6th in Milan, Italy during CLIMA 2025. The first place winner prize is paid travel to World Student Competition.
3. CEC approved St. Louis, Missouri as the site of the 2028 Annual Conference, June 24-28, 2028.
4. CEC approved the 2026 Winter and Annual Conference registration rates as follows. The 2026 rates are roughly \$100 higher than the 2025 rates.

Full Registration Fees for 2026 - Vegas & Austin	Member	1st time Member	Non-Member	1st time Non-Member
Early Bird	\$ 885.00	\$ 860.00	\$ 1,160.00	\$ 1,135.00
Advance	\$ 930.00	\$ 905.00	\$ 1,185.00	\$ 1,160.00
Onsite	\$ 1,210.00	\$ 1,185.00	\$ 1,465.00	\$ 1,440.00
One Day	\$ 465.00		\$ 560.00	
Life Member/Speaker/BOD/PM/LeaDRs/CEC	\$ 195.00			
SBA/Student Member	\$ 25.00		\$ 55.00	
One Session – Onsite	\$ 90.00			
Virtual	\$ 560.00		\$ 610.00	
Virtual Reduced (Life Members/LeaDRs/PM)	\$ 140.00			
Virtual Company Package (3-5)	\$ 2,375.00			
Virtual Company Package (6-10)	\$ 4,465.00			
Virtual Company Package (11-20)	\$ 8,375.00			

5. Topical Conferences Held Since June 2024
  - a. September 26-27, 2024, Women in ASHRAE Leadership Symposium, Chicago, IL. The inaugural Women in ASHRAE Leadership Symposium had 234 attendees from 6 countries (Canada, Hong Kong, Jordan, Mexico, United Kingdom and United States). 75% of the attendees were ASHRAE members. 16 students attended. There were 12 sponsors and \$77.5K in sponsorship revenue, and the conference had a surplus of \$9K.
  - b. October 3-4, 2024 – 6th Conference on Efficient Building Design, American University of Beirut, Beirut, Lebanon. Despite an active war zone around Beirut, the American University of Beirut put on the conference the week when the University reopened after hostilities abated. The total number of registrants was 321, which included 71 in-person attendees. 18 countries were represented in the conference. 22 papers were presented. The conference format was hybrid.
  - c. October 21-23, 2024 – 2024 ASHRAE Decarbonization Conference: Decarbonizing Existing Tall Buildings, New York City. The conference was financially supported by NYSERDA with a \$200K sponsorship. There were 538 registrants, including 503 in-person attendees, from 12 countries (Canada, Denmark, Estonia, Germany, Japan, Lebanon, Norway, Philippines, South Korea, Spain, United Kingdom and United States). 48% of the registrants were ASHRAE members. 17 students attended. There were 20 conference sponsors. Total sponsorship level was \$350K, a new record for conference sponsorship revenue. The conference had a surplus of \$98K.

Topical Conferences In-Process

- a. April 23-24, 2025, Third International Conference on Energy and Indoor Environment for Hot Climates, Doha, Qatar
- b. August 13-15, 2025 – Conference for Integrated Design, Construction & Operations, Denver, CO
- c. September 24-26, 2025 – IEQ 2025, Montreal, QC, Canada
- d. October 22-24, 2025 – ASHRAE Building Decarbonization Conference, Chicago, IL
- e. December 8-11, 2025 -- Buildings XVI, Clearwater, FL
- f. April 2026 – Women in ASHRAE Leadership Symposium, Las Angeles, CA

6. Future Annual and Winter Conference Sites
  - a. Annual, June 21-25, 2025 – Phoenix
  - b. Winter, January 31-February 4, 2026 – Las Vegas
  - c. Annual, June 27-July 1, 2026 – Austin
  - d. Winter, January 23-27, 2027 – Chicago
  - e. Annual, June 12-16, 2027 – New Orleans
  - f. Winter, February 7 – 9, 2028 – Orlando

9.5 Honors and Awards Committee (H&A) – Phoenix (Part 2; Attachment H)

**Status of Referred Motions**

**(20) MOTION: H&A recommends to Members Council that Motion 24-12-5 be approved.**

**Motion 24-12-5; Region XII - Florida West Coast**

The Florida West Coast Chapter recommends to Society to revise the Chapter Service Award/Distinguished Service Award/Exceptional Service Award point tally forms to include a point value given for each year as a section President beginning July 1, 2025.

**H&A Comments:** *The DSA/ESA Point Tally Form will be updated effective July 1, 2025.*

**MOTION 20 PASSED. (unanimous voice vote, chair not voting)**

**H&A Committee Information Items**

1. Working with the College of Fellows to improve awareness of how to become a Fellow.
2. We made the following adjustments to the H&A budget for the next two Society Years:
  - a. Plenary production at Winter and Annual Conferences: increase budget from 24.7 to 30.0 to align with actual cost
  - b. Staff travel to Winter and Annual Conferences: internal accounting changes moved staff hotel costs out of the conferences budget and into the budget of the staff liaison's committee. This increase from 1.6 to 5.5 takes that change into account.
3. PAOE Recommendations:
  - a. CO23: Remove the recommended addition of 'Fellow Nominations' since Fellow is already mentioned and add 'Eunice Foote Decarbonization Award'

## 9.6 Membership Promotion Committee (MP) – Urso (Attachment I)

### **(21) MOTION: To allow Affiliate members to hold an officer and/or chair position at the Chapter level, with the exception of the President, President Elect, and Treasurer.**

**Background:** Affiliate members receive reduced membership dues for the first 3 years of membership but do not have voting privileges, an annual complimentary benefit selection, or the ability to hold office at the Chapter, Region, and Society levels.

Many chapters are desperately looking for volunteers to fill chair positions with current officers holding multiple roles. Many Affiliate members are motivated and passionate about ASHRAE, attend meetings, and would like to be involved at the Chapter level. Allowing Affiliate members to hold office will allow them to become involved at the Chapter level, resulting in higher retention rates of these members, continued volunteerism in ASHRAE, and the transition to an Associate Member.

Currently, Affiliate Members transfer to Associate or Full Member in order to hold a Chapter position. The additional income to ASHRAE for a 2<sup>nd</sup> year Affiliate (2<sup>nd</sup> year used as an average) to upgrade their membership is currently \$180. The proposed motion will eliminate the need for Affiliate Members to upgrade their membership grade. The potential financial loss with this change is approximately \$13,500/year, based on the assumption that 75 2<sup>nd</sup> year Affiliate members will not upgrade each year. We cannot calculate the profit loss of those that have offered to volunteer but been turned away and ultimately cancelled their membership. We cannot calculate the profit loss of those that have offered to volunteer but been turned away and the impacts of having an empty chair position.

**Fiscal Impact:** -\$13,500/year

**Staff Impact:** Update marketing materials, applications, Website, and programming for the database and CIQ.

**MP Vote:** 15-1-1-1 absent, CNV

### **MOTION 21 PASSED. (unanimous voice vote, chair not voting)**

#### **Status of Referred Motions**

### **(22) MOTION: MP recommends that Motion 24-RAL-5 be defeated.**

#### **Motion 24-RAL-5; Region-at-Large - Central Pakistan Chapter**

That Student Members Smart Start Transfer Timeline be reduced to 6 months.

**Background:** ASHRAE offers Smart start program for students, however this requires the student to have been a member for one full year to avail this facility. By reducing this requirement to 6 months will only benefit ASHRAE with potentially more members who may have been introduced to or become interested in ASHRAE later in their final year of studies.

**Fiscal Impact:** Can only be positive if more student members can convert to full membership

**MP Vote:** 2-12-0-0 absent, CNV, **Motion Failed**      **Staff Impact:** None

**MP Comments:** *MP felt that the current requirements were adequate.*

### **MOTION 22 (TO DEFEAT) PASSED. (unanimous voice vote, chair not voting)**

### **(23) MOTION: MP recommends that Motion 24-RAL-6 be defeated.**

#### **Motion 24-RAL-6; Region-at-Large - Central Pakistan Chapter**

That the age restriction for Affiliate membership be removed.

**Background:** Adding an Age limit to affiliate membership reduces the potential of adding new members. By allowing someone to become an affiliate member regardless of their age, they are able to get involved with ASHRAE without committing to be a full member initially but potentially transitioning to a full member.

**MP Vote:** 0-14-0-0 absent, CNV, **Motion Failed**      **Staff Impact:** None

**Fiscal Impact:** Positive, more affiliate members and eventually full members

**MP Comments:** *MP felt that the age restriction was appropriate as the goal of the program is to assist young professionals that were not ASHRAE student members.*

### **MOTION 23 (TO DEFEAT) PASSED. (unanimous voice vote, chair not voting)**

**(24) MOTION: MP recommends to Members Council that Motion 24-14-1 be defeated.**

**Motion #24-14-1; Region XIV – Spain Chapter**

The Spain Chapter proposes that the Society Membership Promotion committee establish a Workforce Development subcommittee.

**MP Vote: 1-12-0-1 Motion Failed**

**MP Comments:** *The MP Committee agreed with the intent of this motion, however MP is not the appropriate owner of this. They will happily promote this as an additional benefit of ASHRAE, but believe this may lie with either Members Council or within the Professional Development department of ASHRAE.*

**MOTION 24 (TO DEFEAT) PASSED. (unanimous voice vote, chair not voting)**

**MP Committee Information Items:**

- In 2019 prior to the pandemic, ASHRAE had 57,700 members, which dropped to 51,300 in 2021. I am happy to report that we have rebounded to over 55,000 members as of January 2025.
- Full dues paying members are up 427 over last year and total members are up by 663 over last year.
- GroupPay has 8 organizations participating, will continue to advertise this option.
- Benefit to new full dues paying members to attend one conference for free within 2 years of joining. We had 184 new members take advantage of attending in Chicago and 93 for Indy.
- Hosted the meeting of 2 Member Resource Groups (MRGs), that allow members with common backgrounds or interests to network and share stories in a safe space. Current MRGs are New Members and Professionals with Young Families. Both were well attended. Continuing to investigate other offerings.
- Membership Promotion has been collecting cancellation data for the last 2 years and has started to analyze the reasons people tell us they cancel.
- Committee held a successful MP Centralized Training in Indy, over 80 MP Chairs/Co-Chairs in attendance. Held a virtual option on September 13, 2024 and trained over 70 MP Chairs/Co-Chairs with other chapter officers in attendance.

**MP Committee Additional Information Items:**

1. Retention:

As of Jan 31st	Total	Members Paid	Members Unpaid	Students Paid	Students Unpaid
2024	54,376	48,082	3,998	4,250	2,296
2025	55,009	47,837	4,949	4,559	2,223

The developing economies membership program is in its 15th year. In July 31, 2008, just after it began, there were 135 members participating. As of Dec 31, 2024, there were a total of 3,028 (includes all new grades that were added) members participating.

Review of the new member survey, reminder of making sure new members feel included and engaged.

Review of the annual Member Satisfaction Survey how can it be changed to get more participation from younger members.

2. Chapter Chair Training & Development:

- MP hosted an in person Centralized Training in Indy with over 80 in attendance.
- Hosted Virtual Centralized Training in September with 70 in attendance.
- MP continues to investigate the best options to ensure MP Chairs/Co-Chairs are trained.

3. Recruitment:

- Brainstorm the tangible benefits of ASHRAE, networking, access to knowledge, and professional growth.
- Ideas to get employers to support dues payments.
- Assist with implementation of new bulk member discount.
- Assist with implementation of new comp meeting registration for new full dues paying members.

4. Member Communication:

- Working with the BOD Diversity and Inclusion group.
- Develop talking points for DRCs and regional leaders to provide thoughts and ideas for them to share with their chapters and how those chairs can start.
- Hosted a successful Women in ASHRAE breakfast with over 250 attendees.
- Hosted Member Resource Groups, New Members and Professionals with Young Families.
- Spanish language videos being research for benefits.

## 9.7 RP Committee – Pereira (Attachment J)

### Status of Referred Motions

#### **Motion #24-2-5; Region II – Ottawa Valley Chapter**

That the Chapter-level RP minimum donation threshold for society-level acknowledgement of business donations be reduced from \$500 to \$250.

**Status:** **Open**

*RP Committee discussed this motion and will vote on action at an upcoming meeting or by letter ballot in order to report at the next Member Council meeting.*

### RP Information Items

#### **1. Goal: \$2,680,000**

Region	YTD Results	Last Year This Month	% Ahead / Behind	Total Regional Goal	% Regional Goal
<b>RVC: Eric Fontaine</b>					
I	\$56,184	\$47,285	<b>18.8%</b>	\$226,980	24.8%
<b>RVC: David Sinclair</b>					
II	\$36,617	\$47,072	<b>-22.2%</b>	\$193,120	19.0%
<b>RVC: Morgan Stevens</b>					
III	\$53,200	\$63,540	<b>-16.3%</b>	\$218,100	24.4%
<b>RVC: Brian Justice</b>					
IV	\$70,025	\$85,454	<b>-18.1%</b>	\$207,700	33.7%
<b>RVC: Matthew Belko</b>					
V	\$75,215	\$88,235	<b>-14.8%</b>	\$158,690	47.4%
<b>RVC: Mayra Reyes</b>					
VI	\$36,340	\$46,944	<b>-22.6%</b>	\$177,840	20.4%
<b>RVC: Jennings Davis</b>					
VII	\$39,114	\$39,218	<b>-0.3%</b>	\$154,700	25.3%
<b>RVC: Greg Tinkler</b>					
VIII	\$129,232	\$86,472	<b>49.4%</b>	\$425,587	30.4%
<b>RVC: Wesley Stanfill</b>					
IX	\$47,607	\$56,040	<b>-15.0%</b>	\$280,800	17.0%
<b>RVC: Robert Kunkel</b>					
X	\$87,613	\$65,380	<b>34.0%</b>	\$220,300	39.8%
<b>RVC: Nathan Zeigler</b>					
XI	\$36,656	\$55,495	<b>-33.9%</b>	\$174,400	21.0%
<b>RVC: Javier Korenko</b>					
XII	\$43,759	\$56,318	<b>-22.3%</b>	\$146,520	29.9%
<b>RVC: Suei Keong Chea</b>					
XIII	\$35,109	\$20,990	<b>67.3%</b>	\$53,240	65.9%
<b>RVC: Aleksandar Andjelkovic</b>					
XIV	\$1,688	\$1,060	<b>59.2%</b>	\$6,008	28.1%
<b>RVC: Sayani Sri Haribabu</b>					
XV	\$8,542	\$7,898	<b>8.2%</b>	\$17,500	48.8%
<b>RVC: Umar Kahn</b>					
RAL	\$15,377	\$8,031	<b>91.5%</b>	\$18,060	85.1%
<b>TOTALS:</b>	\$772,277	\$775,431	<b>-0.4%</b>	<b>\$2,680,000</b>	28.8%
				(Campaign Goal)	

2. The RP Committee discussed Centralized Training for 2025-26. They have proposed two training dates for Regions I-XII, September 14-15 and September 21-22, 2025. The locations (subject to the availability of venues) will be Denver, Colorado and Atlanta, Georgia at ASHRAE HQ. This schedule does not include supporting Region XIII, XIV, XV, and RAL by conducting staff led Training at these Regions' CRCs and virtually when possible. We will also offer new Chapter RP chairs a "quick start" online training in July of 2025 so they can get basic information on the role and Society at the beginning of the campaign year before an in-depth Centralized Training.

3. RP staff has led training for chapter volunteers. In addition to Centralized Training in the fall, which had attendance from 40% of eligible chapters, staff and the RP Committee held two online “mini-trainings” on fundraising topics. These mini trainings were attended by 63 ASHRAE volunteers.

In addition, RP chair Les Pereira conducted RP training at Region XIII and Region XIV CRCs in 2024. 2023-24 RP Committee Chair Aakash Patel conducted training in the newly formed Region XV in October. Staff, along with volunteers including past RP RVC Adeeba Mehboob, helped lead virtual RP training at the RAL CRC.

4. ASHRAE recognized major donors to the 2023-24 RP Campaign at the President's Lunch on February 10, 2025. Forty-three guests representing 17 companies and three individuals were honored. A list of donors and giving levels can be found online at [www.ashrae.org/rp](http://www.ashrae.org/rp) and in the Honor Roll of Donors in the October *ASHRAE Journal*.

## 9.8 Student Activities Committee (SAC) – Nienhueser (Attachment K)

### Status of Referred Motions

#### **(25) MOTION: Student Activities recommends to Members Council that Motion 24-15-6 be defeated:**

##### **Motion 24-15-6; Region XV - India Chapter:**

Travel support for attending the SBA of the Year Award during ASHRAE Winter Conference given to only one SBA across society in the Society Year.

**Background:** The Student Branch Advisor of the Year award is presented at the Student Program during the Winter Conference. The SBA award is given to recognize the contribution, support and work of the best faculty advisor amongst all the student branches. The student branch advisor encourages students interested in heating, refrigeration, and air conditioning to become student members, ensures that the activities and programs of the student branch stimulate interest in the profession; and creates a professional awareness which inspires the students throughout their career to maintain a continuous and active membership in ASHRAE. He also supports and motivates the students to participate in the different ASHRAE student activities.

**Fiscal Impact:** 1200 USD

**Staff Impact:** Nil

**SAC Vote:** 0-16-0-CNV **Motion Defeated**

**Comments:** *The Student Activities Committee did not agree with the wording of the referred motion but supports the idea of providing travel support for the SBA of the Year to attend the Winter Conference Student Program. We have addressed the increased funding for the SBA of the Year's travel in draft program budget.*

#### **MOTION 25 (TO DEFEAT) PASSED. (unanimous voice vote, chair not voting)**

#### **(26) MOTION: Student Activities recommends to Members Council that Motion 24-14-3 be defeated:**

##### **Motion 24-14-3; Region XIV - UK Chapter:**

When only one participating team per Region is allowed in an ASHRAE Student Competition, the regional selection should be made by an independent panel of judges representing at least half the Chapters of the Region where the teams come from. The panel shall not have more than one member from each Chapter, SA RVC included. No member of the panel can have any conflict of interest (e.g., member or advisor of a team submitting an entry). The SA RVC shall require from the Chapters of his/her Region to nominate one member of their Chapter to be part of the panel of judges when Society publishes the new brief of the ASHRAE Student Competition each year.

**Background:** The current process for selecting the Regional representative in Student Competitions when there is more than one entry candidate, gives the SA RVC full responsibility for the decision and selection of the regional student team representative. This procedure, not only adds burden to the SA RVC but it has shown – from many participating teams in the past – that leads to perceptions of potential bias and unfairness, discouraging student engagement and participation in such competitions. Introducing a regional independent panel of judges, composed of members from at least half the Chapters of the Region where the participating teams come from will ensure that the selection process is both transparent and impartial, and not made by one person alone. It will put less pressure to the SA RVC and it will demonstrate to students that their efforts are taken seriously and judged fairly, reinforcing ASHRAE's commitment to supporting their educational and professional development.

**Fiscal Impact:** No costs to ASHRAE (virtual meetings of the panel of the judges, arranged by the SA RVC).

**Staff Impact:** None

**SAC Vote:** 0-15-0-CNV **Motion Defeated**

**Comments:** The Student Activities Committee does not support the creation of separate regional panels of judges for the student design competitions. The current process is well established and encourages all Student Activities Regional Vice Chairs to utilize additional regional volunteers to assist in the judging process to avoid conflicts of interest. Creating separate panels for each region would overcomplicate the process and diminish the SA RVC's role. All Student Activities Committee members participate in the judging process as they are trusted regional leaders, who are well-positioned to make decisions based on their comprehensive understanding of the competitions and each category's requirements. The staff liaison, Student Activities Committee Chair and Regional Vice Chairs review any perceived or real conflicts of interest prior to finalizing judging.

**MOTION 26 (TO DEFEAT) PASSED. (unanimous voice vote, chair not voting)**

**(27) MOTION: Student Activities recommends to Members Council that Motion 24-14-5 be defeated**

**Motion 24-14-5 Region XIV UK Chapter:**

The teams participating in any ASHRAE Student Competitions should be provided with timely and detailed feedback from the panel of judges, by returning to the participating team the scoring matrix with comments from the panel of judges.

**Background:** Currently, students in any ASHRAE competition (design competitions or other competitions) are only provided with token formal information whether they won the competition or not after the winners are announced, but they are not given a critique of the technical or other reasons why their entries were weak and where they could be improved, which would justify why they were not the winning entry. As there is only one entry from each region to the society level, the teams do not even know if they have been put forward to Society competition. There is no communication from submission day in May to the announcement on August 1st, when the winners are announced online. It makes sense to let the teams in each region know if they have been put forward to the Society competition, or not, in July. Providing this technical feedback to all teams will enhance the learning experience for students, offering them valuable insights and areas for improvement. No feedback explaining why their entries failed can also discourage student participation due to a perceived feeling of potential unfairness in the result (there is no possibility for an appeal nor for questioning the jury about their decision).

**Fiscal Impact:** No costs to ASHRAE.

**SAC Vote:** 0-16-0-CNV Motion Defeated

**Staff Impact:** No impact on ASHRAE Staff (the panel of judges would produce the texts for each candidate team).

**Comments:** The Student Activities Committee does not support providing the scoring matrix with student teams. The committee provides general feedback to any team that requests it. Going forward, staff will modify communication during the judging process by informing all teams if they have made it to Society level judging rather than waiting for the final announcement of the winners.

**MOTION 27 (TO DEFEAT) PASSED. (unanimous voice vote, chair not voting)**

**SAC Information Items**

1. Executive Committee

- Review of all subcommittees were made.
- Current PAOE points were discussed and recommendations for changes for SY25-26 were made – see [Attachment A](#)

2. ABET Subcommittee

- Reviewed the ABET Board of Delegates meeting in October 2024
- Discussed the historical drop in the number of programs reviewed under ASHRAE criteria
- Ratification of changes to ABET Constitution Bylaws
- ASHRAE PEV and recruitment updates

3. Grants Subcommittee

- 93 applications were reviewed and scored. 32 projects will be funded for SY25-26 for a total of \$157,000 and \$8,000 will be used to fund travel for the top two scoring teams to present at the 2026 Winter Conference in Las Vegas.
- 96 applications were received for the Winter Conference travel grants funded by Life Members Club and the Farr Travel Award. Ten \$1,000 grants were awarded to students.

4. Post High Subcommittee

- In-person Student Program on Saturday and Sunday of Winter Conference. See [Attachment B](#) for details.
  - 402 students registered for conference with 250 at Student Welcome

- 79 students registered for AHR Expo Student Tour
- One nomination was received for the SA Achievement Award but the candidate did not meet the minimum criteria so he will be encouraged to apply for the SBA of the Year Award.
- Student Membership
  - The total number of student members as of Dec 31, 2024 was 9,011 with 4,604 active and 4,407 in grace (3.6% increase for active students from December 2023)
  - Branches – Fifteen pending branches bringing the total to 26 new branches for SY24-25

REG	Student Branch	School	Chapter	Location
I	Hofstra University Student Branch	Hofstra University	Long Island	Hempstead, NY
III	George Mason University Student Branch	George Mason University	National Capital	Fairfax, VA
XII	ESPE Student Branch	University of the Armed Forces ESPE	Ecuador	Sangolquí, Ecuador
XII	Universidad de Guayaquil Student Branch	Universidad de Guayaquil	Ecuador	Guayaquil, Ecuador
XIII	Universiti Sains Malaysia Student Branch	Universiti Sains Malaysia	Malaysia	George Town, Malaysia
XIV	Cnam Student Branch	Conservatoire national des arts et métiers (Cnam)	France Section	Paris, France
XIV	HMU Student Branch	Hellenic Mediterranean University	Hellenic	Heraklion, Greece
XIV	Università di Firenze Student Branch	Università di Firenze	Italy Section	Florence, Italy
XIV	University of Oxford Student Branch	University of Oxford	ASHRAE UK	Oxford, UK
XIV	University of Strathclyde Student Branch	University of Strathclyde	ASHRAE UK	Glasgow, UK
XV	Dronacharya Group of Institutions Student Branch	Dronacharya Group of Institutions	India	Greater Noida, Uttar Pradesh, India
XV	NSUT Student Branch	Netaji Subhas University of Tech.	India	Delhi, India
XV	PVPSIT Student Branch	Prasad V. Potluri Siddhartha Institute Of Technology	ASHRAE Deccan	Vijayawada, India
RAL	ASU Student Branch	Applied Science Private University (ASU)	Jordan	Amman, Jordan
RAL	ATU Student Branch	Accra Technical University	Ghana	Accra, Ghana

## 5. K-12/STEM Subcommittee

- A 3D modeling competition for high school students was piloted in SY22-23 with prize money from the existing SA budget. For the SY24-25 competition there were three submissions reviewed by the subcommittee and the winners will be notified in March.
- One nomination was received for the Youth Outreach Award and will be passed to Honors and Awards to be awarded at the Annual Meeting Plenary.

## 6. Design Competition Subcommittee

- The 2026 Design Competition location (Denver, Colorado) and building type were finalized and the competition details will be added to the website before the 2025 competition deadline was the drawing and OPR are complete.
- The judging criteria has been updated to collect additional feedback to share with teams.

## 9.9 Young Engineers in ASHRAE Committee (YEA) – Martinez (Attachment L)

### Motions

It was moved by Bruno Martinez and seconded by Keith Reihl

**(28) MOTION: The YEA Committee recommends to Members Council that the change to the Rules of the Board Section 2.430.002.1 as shown below be approved.**

### 2.430 YOUNG ENGINEERS IN ASHRAE (YEA) COMMITTEE (effective July 1, 2018)

#### 2.430.001 SCOPE AND PURPOSE

(13-01-26-8)

The Young Engineers in ASHRAE (YEA) committee shall enhance our member benefits for young professional ASHRAE members, 35 years old and younger as of the beginning of the Society year, by identifying activities and services focused on their needs.

## **2.430.002 MEMBERSHIP**

### **2.430.002.1 Composition (10-06-30-12B/17-11-03-06)**

**The members of this committee are as follows**

**A. Voting membership shall consist of a Chair, two Vice Chairs, two Members-at-Large, Presidential Initiative Coordinator and one representative from each Region who will serve as Regional Vice Chair.**

**B. Non-voting members include a Board ex-officio, Coordinating Officer and other partner group Liaison(s).**

**Background:** The President Elect Advisory Committees 2022-2023, 2023-2024, and 2024-2025 have asked for additional responsibilities be taken on by YEA to support the selection of and awarding of funds as an initiative to support the respective year's Presidential Theme. The first was the 2023-2024 Decarbonization Challenge Fund. This was a year-long program to engage chapters with the decarbonization activities of ASHRAE and was implemented through the YEA Committee with grassroots outreach through the YEA chairs/committees at each chapter. The program's success led to its continuation with the 2024-2025 Challenge. The focus of this second challenge was expanded to also incorporate initiatives related to diversity, equity, & inclusion and workforce development to support achieving decarbonization to align with Presidential theme. Current planning by the 2024-2025 PEAC includes a similar challenge initiative altering the focus to be on healthy buildings. 2024-2025 TRAC has also expressed a desire to continue to program to support the 2026-2027 presidential theme.

YEA has developed and implemented the Challenge program to date with the help of a 1-year appointed consultant that has now been renewed two years in a row. Recognizing the desire to continue the program, the added responsibility, and increased workload, the YEA committee would prefer to eliminate the consultant position and make this a permanent position by adding to the voting committee membership the Presidential Initiative Coordinator, a member dedicated to the Presidential Initiative Challenge tasks. This is important to maintain program continuity, minimize uncertainty regarding committee workload, improve efficiency by eliminating the annual effort invested into requesting a consultant.

**Fiscal Impact:** \$2000 USD per year (starting at the 25/26 fiscal year budget) to support travel to and from the Winter and Annual Conferences for an additional YEA voting member. This cost is not new. Based on the activities of the past two years, ASHRAE has been absorbing these costs to support the assigned consultant. This motion will make this expense more transparent and anticipated than in the past.

**Staff Impact:** None

**YEA Vote: 17-0-1 CNV Motion Passed**

**MOTION 28 PASSED. (unanimous voice vote, chair not voting)**

### **YEA Information Items**

- YEA has held two successful events since the Annual Conference
  - Fall 2024 YLW 1.0 was held November 8-10, 2024 in San Francisco, CA (sold out event)
  - 2024 YLI was held October 18-20, 2024 in Singapore with 23 attendees
- Leadership U program continues to be successful with four awesome candidates shadowing Society VPs during this conference.
  - Erica Powell, Region IV, Southern Piedmont Chapter
  - Aaron Besseling, Region II, Hamilton Chapter
  - Patrick Ryan, Region VI, Central Illinois Chapter
  - Joel Deddens, Region VII, Louisville Chapter
- 2024-2025 YEA Decarb Challenge Fund Ad Hoc with President Dennis Knight's theme of Workforce Development was a success. 18 applications received, 7 teams won and will be recognized at the President Luncheon in Orlando. The 7 teams combined will receive \$59, 970 in funds to complete their projects by the 2025 Annual Conference.
- YEA is piloting the ASHRAE Connect conference shadowing mentorship program where three chosen applicants will be shadowing YEA ExCom at the 2025 Winter Conference. Looking to expand for the 2025 Annual Conference.

- YEA started the YEA Endowment Fund to help fund YLW scholarships to YEA members that would cover their travel and registration fees.
- YEA started the Scholarship programs for YLW and YLI funded by Life Member and ASHRAE Foundation. 12 scholarships were awarded.
- YEA Awards
  - YEA Developing Leader Award will be awarded to 12 recipients at the 2025 Winter Conference YEA Hospitality Suite in Orlando, FL.
- Upcoming YEA Events and Award Deadlines
  - Spring 2025 YEA Leadership Weekend 1.0 (YLW) will be held in Louisville, KY on March 14-16, 2025. Registration is open until February 13, 2025.
  - 2025 YEA Leadership Weekend 2.0 will be held in Charleston, SC on May 30-June 1, 2025. Registration is open until April 27, 2025.
  - YEA Leadership International (YLI) 2025 will be held in Chandigarh, India on October 10-12, 2025. Registration is open until August 22, 2025.
  - YEA Inspirational Leader Award deadline is May 1<sup>st</sup>
  - YEA Developing Leader Award deadline is May 1<sup>st</sup>

### **YEA Additional Information Items**

1. Professional Development Subcommittee:
  - i. YEA Webinar
    1. Topic: ASHRAE Standard 15
    2. Proposed Date: May 2025
  - ii. Decarb Challenge Fund (24-25)
    - a. Received 18 applications and 14 qualified and 7 winners were selected
    - b. The 7 winning teams will be recognized at the President Luncheon in Orlando
    - c. Total funds awarded for all teams was \$59,970
    - d. Going forth the name of challenge will be changed to Presidential Initiative
  - iii. Leadership U 2025 Winter Participants
    - a. Erica Powell, Region IV
    - b. Aaron Besseling, Region II
    - c. Patrick Ryan, Region VI
    - d. Joel Deddens, Region VII
  - iv. Mentorship
    - a. Cailin created a pilot mentor shadowing program for the Conferences called ASHRAE Connect that will take place at the 2025 Winter Conference
    - b. Three applications were received and reviewed
    - c. The applicants will shadow the YEA ExCom around the Conference
    - d. Pending success this program will be held again at the 2025 Annual Conference and applicants will have the option to shadow TC members as well
    - e. Members can sign up to be shadowed or shadow someone on the website under ASHRAE Connect
  - v. HVAC Design Scholarships
    - a. Now awards 10 scholarships instead of 5 due to funds from the ASHRAE Foundation
    - b. Next round of applications will open April 2025
2. Personal Development Subcommittee:
  - a. YEA Webinars
    - i. Fall Webinar cancelled due to low registration numbers.
    - ii. Upcoming webinars are being planned at this time for Spring 2025
  - b. YEA Leadership Weekend Scholarship Program
    - i. 25 applications received and 7 winners selected
    - ii. \$6000 total scholarships awarded
  - c. YEA Leadership Weekends
    - i. Fall 2024 YLW was held November 8-10, 2024 in San Francisco, CA this event was successful with 30 attendees and was facilitated by Ralph Kison
      1. Event sold out
      2. 3 YLW scholarship Winners attended
    - ii. Upcoming YEA Leadership Weekends
      1. Spring 2025 YLW 1.0- Louisville

- a. March 14-16, 2025
  - b. Registration closes February 13, 2025
- 2. 2025 YLW 2.0- Charleston, SC
  - a. May 30-June 1, 2025
  - b. As of March 1<sup>st</sup>, new prerequisites will go into effect which are:
    - i. Currently in a management/leadership position with at least 1 direct report
    - ii. Over the age of 35
    - iii. Additional cost associated to these registrants in order to cover the cost of the TRAITS assessment that people attended YLW 1.0 would have received already
  - c. Registration closes April 27, 2025
  - d. Future YLW Planning
    - i. Idea proposed for YEA and MP to work on YLW 2.0
    - ii. Possibly transferring YLW 2.0 to MP and revamping the weekend and requirements
    - iii. YEA, MP and representative from Planning Committee will meet at the 2025 Winter Conference to discuss
  - e. Conference Programs
    - i. 2025 Winter Conference
      - 1. Mentorship Program session was denied
      - 2. ASHRAE Crash Course session will be chaired by Zach and presenters: Vineet, Chris, and Blake
    - ii. 2025 Annual Conference
      - 1. Planning to present the Mentorship program and Crash Course sessions
  - f. Live Calendar
    - i. Met with the Communications committee to see if a Live Calendar can be created on the ASHRAE website or YEA webpage with all the events for the year to get more exposure and boost event registration numbers
    - ii. Will use the Basecamp Calendar function in the meantime and still work with Communications as needed
  - g. YEA Book Club
    - i. Held monthly on various books
    - ii. Met in-person at the conference
- 3. Outreach Development Subcommittee:
  - a. YEA Leadership International 2025
    - i. Will be held in Chandigarh, India October 10-12, 2025
    - ii. Registration is open until August 22, 2025
    - iii. Looking for corporate sponsorships
  - b. YLI 2024
    - i. Was held in Singapore October 18-20, 2024
    - ii. Tricia Evans was the facilitator
    - iii. 23 participants representing 12 countries
      - 1. One of the highest turnouts for YLI
    - iv. Scholarship (\$750/pp)
      - 1. 26 applications received; 6 winners selected
  - c. YLI 2.0
    - i. Survey sent out to past YLI participants in November to gauge interest in a YLI 2.0
    - ii. Tricia Evans is on board with facilitating this event
  - d. CIBSE Report
    - i. CIBSE Awards will be held October 8-9, 2025
    - ii. YEN Gala will be held October 23, 2025
    - iii. CIBSE Graduate of the Year will attend the Winter Conference in Orlando and receive her award at the Student Program
    - iv. ASHRAE-YEN Liaison One Pager
      - 1. YEA-YEN Liaison Role Description created
  - e. Social Media
    - i. Instagram

1. Goal is 1200 followers by June 30<sup>th</sup>
  - a. Currently at 1134 followers as of 2/8/2025.

#### 9.10 College of Fellows (COF) (Attachment M)

##### Current Contributions

Campaign	Total Giving	# of Donors	% of Fellows	Average Gift
2024-25 YTD	\$805	8	1.5%	\$115
2023-24 Final	\$7,071	53	11.7%	\$135.98

There are currently 523 Fellows.

##### COF Information Items

1. The College of Fellows will begin soliciting for contributions to their programs in February.
2. The Fellows have awarded two students a \$1,000 travel grant to attend this conference.

#### 9.11 Life Members Club (LMC) (Attachment N)

##### Current Contributions

Campaign	Total Giving	# of Donors	# of LMs	% Giving	Average Gift	# of \$100+ Gifts
2024-25 YTD	\$39,564	423	7,416	5.7%	\$93.75	234
2023-24 Final	\$58,821	670	7,443	9%	\$87.92	361

\* Totals as of 1/24/2025

##### LMC Information Items

1. The Life Members began their solicitations in November 2024. They will send out one more mailing in May. This mailing will remove any Fellow members to avoid multiple solicitations at one time.
2. The LMC support the E.K. Campbell award, ASHRAE Research Grant-in-Aid program, YEA, and five student travel awards (attending this conference). They review additional funding requests each meeting.

### 10. MEMBERS COUNCIL MBO UPDATES

#### [2024-25 Members Council MBO Tracking Spreadsheet](#)

Quarterly MBO Check in meeting dates; 10:00 am – 11:00 am ET:

September 16, 2024	December 3, 2024	<b>March 27, 2025</b>	June 3, 2025
--------------------	------------------	-----------------------	--------------

### 11. OLD BUSINESS

#### 9.1 Status of Referred Motions from Members Council

CRC Motions Database <https://crcmotion.ashrae.org/>

#### 9.2 Review of Carryover Action Items

AI#	PG#	CARRYOVER ACTION ITEMS	DUTY	DU <sup>E</sup>	STATUS
<b>2024 MEMBERS COUNCIL FALL MEETING (10/28/2024)</b>					
1		Make an official note for the appointments process that GAC would prefer that the council representative be made of someone who has three years on the council (i.e. a new RMCR of Members Council starting their 3-year term)	McQuade, Seymour	2/2025	Open
2		Administrative updates to MOP, MCO, ROM, and CRC manuals	Staff	2/2025	Complete
<b>2024 MEMBERS COUNCIL ANNUAL MEETING (6/25/2024)</b>					
1	24	Make appointments for DEI ad hoc by the Fall Members Council Meeting.	Staff/Bill/Sarah	2/2025	Complete

<b>2024 MEMBERS COUNCIL WINTER MEETING (1/23/2024)</b>						
1	12	Refer Motion 18A to Development for comment	Staff	6/2024	Complete	
2	12	Create DEI Ad Hoc	MC		Complete	
3	13	Get membership roster and send to staff to apply for hardship case	RMCR/DRC		Complete	
6	21	Create Ad Hoc to establish DEI Category for DEI. Dan Bourque, Jason Urso, Sheila Hayter, and Ching Loon Ong	PAOE Subcommittee		Open	
<b>2023 MEMBERS COUNCIL ANNUAL MEETING (6/27/2023)</b>						
2	5	All committees to update their MOPs to note that chairs are voting members of Members Council	Committee Chairs/Liaisons	1/2024	Complete	
6	27	Members Council to provide comments to Planning Committee prior to the end of 2023	Members Council	12/2023	Complete	
<b>2022 MEMBERS COUNCIL FALL MEETING (9/30 – 10/1/2022)</b>						
1	4	MP to create small group to work with RP/ Fundraising on Prospective Emerging Economies Fund by 2023 Winter Meeting in Atlanta	MP Committee/ MP Staff Liaison	2/2023	Complete	
<b>2022 MEMBERS COUNCIL ANNUAL MEETING (6/28/2022)</b>						
2	12	CEC to make sure all chapters know about hosting opportunities for Annual Conference	CEC		Complete	
8	20	Staff to update CRC Manual	Staff	1/2023	Complete	
<b>2022 MEMBERS COUNCIL WINTER MEETING (2/1/2022)</b>						
8	17	To include Attachment J, CRC Motion Review Process in the Members Council Manual of Procedures.  <b>Status:</b> This will be updated in the Region Operations Manual, Manual of Chapter Operations and CRC Manual by January 2024	Staff	06/2022	Complete	

### 9.3 Review of CRC Schedules (Attachment O)

- August 2025: Region X and Region IX will have a joint CRC, hosted by Golden Gate Chapter
- August 2026: Region X and Region XI will have a joint CRC, hosted by Hawaii Chapter

## 12. NEW BUSINESS

- Decarbonization Training – Clay Nessler (Attachment P)
- EHC Trends Report (Attachment Q)
- Industry Roundtable Report (Attachment R)
- Workforce Development Summit Executive Summary (Attachment S)
- 2025-2028 Strategic Plan (Attachment T)

## 13. NEXT MEETING

Tuesday, June 24, 2025; 8:15 am – 12:00 pm | Sheraton Phoenix Downtown; Phoenix, Arizona

## 14. ADJOURNMENT

Meeting adjourned at 12:24 pm

**Planning Subcommittee**  
Report to Members Council  
From Meetings of November 14, 2024 and February 9, 2025

**November 14, 2024**

**Members Present:**

Tulia Rios, Chair  
Eduardo Maldonado  
Colin Laisure-Pool  
Adeeba S W Mehboob  
Wei Sun  
Ibrahim M Semhat  
Jeffery D Hurd

**Members Absent:**

Buzz Wright  
Cheng Wee Leong

**Staff:**

Lizzy Seymour  
Tammy Catchings  
Kierra Weaver

**Guests:**

**February 9, 2025**

**Members Present:**

Tulia Rios, Chair  
Eduardo Maldonado  
Colin Laisure-Pool  
Adeeba S W Mehboob  
Wei Sun  
Ibrahim M Semhat  
Jeffery D Hurd  
Buzz Wright  
Cheng Wee Leong

**Members Absent:**

**Staff:**  
Tammy Catchings  
Kierra Weaver

**Guests:**

Rob Craddock  
Dunstan Macauley  
Trent Hunt

**Motions**

**MOTION 1: Planning Subcommittee recommends to Members Council that the MOP be updated to include Section 6.1.13.**

**6. REGION MEMBERS COUNCIL REPRESENTATIVE (RMCR) RESPONSIBILITIES**

**6.1. Roles and Responsibilities**

6.1.1. Serves as a voting member of Members Council.

6.1.2. Responsibility to represent the region in Members Council deliberations.

6.1.3. Provide assistance to Regional Vice Chairs (RVCs) in furthering the aims of the Society through Members Council Standing Committees as the Region dictates either through the DRC or through motions passed by chapter delegates at CRC.

6.1.4. Maintain communications with the DRC on actions and deliberations that effect the Society, Region, and Chapters. If delegated by the DRC, communicate information directly to chapters.

6.1.5. Maintain direct and regular communication with each of the RVCs on actions of their committees.

6.1.6. Presides over the motion process for the CRC business meeting.

6.1.7. Report all approved Society-level motions to Members Council staff.

6.1.8. Report status of past CRC motions during business meeting

6.1.9. Inform Members Council at least 3 years prior to the scheduled CRC dates, locations and Chapter chair information.

6.1.10. Report any relevant issues and activities of the region, chapters, sections and student branches to Members Council.

6.1.11. Monitor local chapter affiliation with other engineering councils or organizations and, if necessary, bring such activities to Members Council and the Board of Directors for approval.

6.1.12. Fully participate in all Members Council, assigned subcommittee and Ad Hoc Committee meetings.

6.1.13. **Promote awareness of the society strategic plan at the Regional and Chapter level**

**Background:** Trent Hunt and Andres Sepulveda, members of Society's Planning Committee (PLC) attended the October Members Council Planning Subcommittee meeting to request that the subcommittee consider adding a line to the roles and responsibilities listed in the Members Council Manual of Procedures for RMCRs to "Champion the Society Strategic Plan at the regional and chapter level by helping RVC's and chapters align their operational plans and MBOs more closely with those of society. Promote awareness of the society strategic plan at Society and Regional Level." After lengthy discussion, the

subcommittee agreed that RMCRs should support promoting awareness of the strategic plan at the Regional level but decided to keep the language more general and not include a specific directive for RMCRs to work with RVCs and chapters directly on aligning their operational plans and MBOs with the Society's strategic plan. The subcommittee felt that the general statement would support the intent of building awareness of Society's Strategic Plan without adding undue pressure on the chapters to create and track specific MBOs related to the Strategic Plan.

**Fiscal Impact:** None.

**Subcommittee Vote:** 7-0-0, 2 absent, CV.

**Staff Impact:** Updates to be made to the Manual of Operating Procedures and posted on [ashrae.org](http://ashrae.org).

### Status of Referred Motions

None

### Information Items

1. The Planning Subcommittee reviewed the John F. James Award as requested by the Honors and Awards Committee:
  - 1.1 Does the award have current appeal? **Yes**
  - 1.2 Does the award's scope overlap or conflict with other current or proposed awards? **No**
  - 1.3 Do you believe the majority of ASHRAE members would be of the opinion that this award should be presented at a Chapter Meeting, a Regional Meeting, a Society Committee function, the Plenary Session, or possibly some other Society function? Please state the reasons for your choice. **This award is already being presented at the Plenary; it should remain there since it is an international award.**
  - 1.4 What are the criteria for the award? Do they include a limit on the number of candidates that may receive the award annually? Please include a criteria statement if available. **The John F. James International Award recognizes an ASHRAE member who has done the most to enhance the Society's international presence or posture. One awarded per year.**
  - 1.5 Is there a written process for the selection of candidates? If so, please include a copy. **Yes**
  - 1.6 Are there financial commitments associated with the award such as travel costs, honoraria, or earmarked income from the ASHRAE Foundation? **Yes, a plaque, lapel pin, and transportation.**
2. The Planning Subcommittee received 2-year fiscal plans from reporting committees; all should be received and added to Basecamp for review by March 1.

### MBO Update

#### 2024-25 Members Council MBOs Master Tracking

- a. MBO #1 Through Q1, **each standing committee** in Members Council will provide guidance for the 2025-2028 Strategic Plan in the form of feedback on draft versions of the plan and relative to their areas of focus. This feedback will be compiled by the **Members Council Planning Subcommittee** and forwarded to the Society Planning Committee.
- b. MBO #3 With the support of the ExO members of the Council, the **Members Council Planning Subcommittee** will perform a streamlining analysis of Members Council standing committees (Similar to what was done in the recent past for Pub Ed Council) and provide recommendations by the end of Q4, 2024-2025.
- c. MBO #6 The **Members Council Planning Subcommittee** will prepare a 2-year fiscal plan, including the succeeding year's annual budget for the council and its committees for recommendation to the finance committee by the end of Q3. All committees will use the project evaluation tools created by the Finance Committee to aid in prioritization. (Annual Goal)

### Attachments

**Attachment 6a.1:** John F. James International Award Criteria

## Region Operations Subcommittee

Report to Members Council

From Meetings of November 14, 2024, January 9, 2025, and February 9, 2025

November 14, 2024	January 9, 2025	February 9, 2025
<b>Members Present:</b> Julia Timberman, Chair Dan Russell Deanna Adkison Scott Peach Jim Arnold Aakash Patel	<b>Members Present:</b> Julia Timberman, Chair Keith Reihl Dan Russell Deanna Adkison Scott Peach Jim Arnold	<b>Members Present:</b> Julia Timberman, Chair Keith Reihl Dan Russell Aakash Patel Deanna Adkison Scott Peach Jim Arnold Bryan Holcomb
<b>Members Absent:</b> Keith Reihl Bryan Holcomb	<b>Members Absent:</b> Aakash Patel Bryan Holcomb Carrie Kelty	<b>Members Absent:</b>
<b>Staff:</b> Lizzy Seymour Tammy Catchings Pacia Williamson	<b>Staff:</b> Lizzy Seymour Tammy Catchings Pacia Williamson	<b>Staff:</b> Lizzy Seymour Tammy Catchings Pacia Williamson
<b>Guests:</b>	<b>Guests:</b>	<b>Guests:</b> Eduardo Maldonado Buzz Wright Rob Craddock Sherry Abbott-Adkins

### Motions

**MOTION 1:** Region Operations Subcommittee recommends to Members Council to revise the Regional Award of Merit point tally form to limit CRC Delegate to a maximum of 2 points and CRC Alternate to a maximum of 1 point under Section C “Regional and Society Activity.”

C. REGIONAL/SOCIETY ACTIVITY		
Regional Chair	2/yr	
Region Members Council Representative	1/yr	
Assistant Regional Chair	½/yr	
DAL involved in Region (CRC, Regional Planning, etc.)	½/yr	
CRC Delegate	1/yr <b>(max 2 points)</b>	
CRC Alternate	½/yr <b>(max 1 point)</b>	

**Background:** Last SY, there were several members who applied for the Regional Award of Merit who only had points for Section C “Regional/Society Activity” for serving multiple years as a CRC Delegate and CRC Alternate. Staff identified Chapter Delegate and Chapter Alternate as a chapter position listed in the CIQ, not a regional position, and wouldn’t count toward regional service listed in Section C, if that was the only regional service identified in that section. Staff received complaints and therefore asked the Region Operations Subcommittee for guidance. The Region Operations Subcommittee initially recommended to Members Council that Chapter Delegate and Chapter Alternate positions be recognized in Section A as “Chapter Points.” This motion was brought forth to Members Council at the Fall Council Meeting and was withdrawn. Chair, Bill McQuade assigned the subcommittee an action item to readdress the intent of the motion.

**Fiscal Impact:** None.

**Staff Impact:** Minimal to revise and update the Regional Award of Merit Tally Form to [ashrae.org](http://ashrae.org) and the Appendix 2E in the MCO.

**Subcommittee Vote:** 5-0-0, 2 absent, CNV.

**MOTION 2: Region Operations moves that the Manual for Chapter Operations Section 3.7 be revised to read:**

**3.7 Reinstatement of Membership**

A former member who has resigned or who has allowed their his or her membership to lapse may apply for reinstatement in the grade to which he/she formerly was assigned by sending an email request to [membership@ashrae.org](mailto:membership@ashrae.org). The applicant can choose to either:

- Pay dues for the current year, thereby once again becoming a member effective as of that date; credit for all prior volunteerism accrued will be retained; unpaid years will not be included while calculating member tenure.
- Pay dues for all years between the date of lapse and the current year, thereby retaining the original membership date; back dues will be charged in the amount of the current rate for that membership grade; credit for continuous years of membership will be recaptured
- Student members cannot be reinstated and must rejoin.

**Background:** Motion 24-9-3 from Nebraska Chapter (Region IX Fall CRC) asked for an edit to MCO Section 3.7. Region Operations agrees with the intent of the motion but clarified with staff the current process which the chapter was not aware of. The edits Region Operations are recommending clarify the current process and addresses the intent of the Nebraska Chapter motion.

**Fiscal Impact:** None

**Staff Impact:** None

**Subcommittee Vote:** 7-0-0, CNV.

**MOTION 3: Region Operations recommends to Members Council that Appendix BG be added to the CRC Manual:**

**Appendix BG: SCRIPT FOR INSTALLATION OF REGIONAL OFFICERS**

**Ask for the new officers to stand.**

**Opening statement**

“Election to regional officer is a distinct honor bestowed upon ASHRAE members by their peers for their efforts. For any region to provide the appropriate and expected service to its members, the regional officers must be committed to the tasks required, which are necessary to achieve Society’s purpose of advancing the arts and sciences of heating, refrigerating, air-conditioning and ventilating.”

**Asking the new officers collectively.**

“Do you each promise to fulfill the duties and responsibilities of your office?”

**If all individuals reply in the affirmative then continue with the following.**

“Your responses’ being affirmative indicates your willingness to accept the responsibility being placed upon you by your chapter, your region and your Society. I, therefore, install you as a duly elected and sworn officers of this Region.”

“In closing, I remind you that you have capable, willing regional members to assist you, but the success of the region is in your hands.”

**Thank you, new officers can be seated.**

**Background:** Bill McQuade requested to add a section to the CRC Manual to include a script for the Installation of Regional Officers.

**Fiscal Impact:** None

**Staff Impact:** Minimal to update Manual

**Subcommittee Vote:** 6-0-0; 1 absent; CNV

**MOTION 4: Region Operations recommends to Members Council that Appendix AE of the CRC Manual be updated to clarify the process to coordinate future CRC dates with Staff:**

Appendix AE Notes:

1. A Region may schedule a CRC on the Target Weekend; approval by the DRC is required before signing a hotel contract.
2. If the Target Weekend is unavailable, the CRC may be scheduled on the Backup Weekend, but contact the DRC first, who will coordinate with other DRCs and Regions. Approval by the DRC is required before signing a hotel contract.
3. **If the Target Weekend and Backup Weekend are unavailable, contact ASHRAE Staff ([regioninfo@ashrae.org](mailto:regioninfo@ashrae.org))**

**Background:** Region Operations recommends adding this note to the CRC Manual to clarify the process to reserve dates for CRCs. This added note will satisfy the intent of two referred motions (Motion 24-12-9 and Motion 24-11-4) noted below.

**Fiscal Impact:** None

**Staff Impact:** Minimal to update Manual

**Subcommittee Vote:** 7-0-0; CNV.

**Status of Referred Motions**

**Region Operations recommends to Members Council that the following motion be defeated:**

**Region XIV Nordic Chapter (Motion #24-14-2): (Referred to Manuals Subcommittee)**

Amend the Manual of Chapter Operations (MCO), Section 11.1, to allow for an option for a viable Section to become a Chapter without the mandatory 2-year waiting period, by adding the following alternative way, consisting of four simultaneous conditions:

- a. The Section must meet all the requirements for the formation of a new chapter, including the minimum of active Associate and Full Members.
- b. The existing Section must prepare a complete 3-year succession plan, identifying all the officers and the BOG for the first 3 years of chapter operation, consisting of grassroots chairs ready, willing and committed to serve as volunteers to the new chapter.
- c. The Section must present a summary activity report for the period since its creation until when the request to become a Chapter is submitted.
- d. The Section must present an Action Plan for the first year of chapter operation, and draft plans for the following two years.

**NOTE:** Region Operations Subcommittee referred this motion to the Manuals Subcommittee to review and provide a recommendation to the subcommittee and to Members Council.

**Answer from Manuals Subcommittee:** MCO Section 11.1 to be revised to provide an alternative means for a section to become a chapter & addition of App11H.

**Subcommittee Vote:** 7-0-0 to defeat motion; CNV. The two-year period as a Section before becoming a Chapter was put in place to best serve Society and strengthen the Section as they progress to Chapter formation.

**Region Operations recommends to Members Council that the following motion be approved:**

**Region XII Brasil (Motion #24-12-9): (Referred to Manuals Subcommittee)**

Brasil Chapter recommends to Region XII to not schedule the Region XII Chapter Regional Conference (CRC) on the second week of August because of Father's Day in Brazil, starting with the 2025 Region XII CRC.

**NOTE:** Region Operations Subcommittee referred this motion to the Manuals Subcommittee to review and provide a recommendation to the subcommittee and to Members Council.

**Answer from Manuals Subcommittee:** Revised Appendix AE to clarify the process to coordinate future CRC dates with Staff. Revisions submitted in Motion 4 above. The Manual Subcommittee recommends to Region XII to contact Staff to change Region XII's backup date that is currently listed in the CRC Manual to avoid conflicting with Father's Day in the future.

**Subcommittee Vote:** 7-0-0 CNV; motion approved.

**Region Operations recommends to Members Council that the following motion be approved:**

**Region XI Oregon (Motion #24-11-4): (Referred to Manuals Subcommittee)**

To give the CRC chair of the host chapter the authority to coordinate the CRC weekend with ASHRAE Society Staff to avoid Society conflicts, common graduation weekends, as well as Canadian, U.S., and common holidays including but not limited to: Easter, Good Friday, Victoria Day, Mother's Day and Memorial day; so long as the CRC weekend falls within 4 weeks of May 1st (before or after).

**NOTE:** Region Operations Subcommittee referred this motion to the Manuals Subcommittee to review and provide a recommendation to the subcommittee and to Members Council.

**Answer from Manuals Subcommittee:** Revised Appendix AE to clarify the process to coordinate future CRC dates with Staff. Revisions submitted in Motion 4 above.

**Subcommittee Vote:** 7-0-0 CNV; motion approved.

**Region Operations recommends to Members Council that the following motion be defeated:**

**Fall 2024 CRC Motion, Region IX Nebraska Chapter – Motion 24-9-3 (August 2, 2024):** Move to edit the following documents to read as follows:

Manual for Chapter Operations Section 3.7 to read

“A former member who has resigned or who has allowed his or her membership to lapse may apply for reinstatement in the grade to which he/she formerly was assigned. The applicant can choose to either:

- Pay dues for the current year, thereby once again becoming a member effective as of that date.
- Pay dues for the current year and partial dues for all years between the date of lapse and the current year, thereby becoming a member effective as of that date and re-instating his or her former volunteer-ism and awards from before the lapse in membership; back dues will be charged at 10% of the amount of the current rate for that membership grade and lapsed years will not be credited to the member.]
- Pay dues for all years between the date of lapse and the current year, thereby retaining the original membership date and being credited for formerly lapsed years of membership; back dues will be charged in the amount of the current rate for that membership grade.”

ASHRAE Bylaws, Article II, Section 2.20 Reinstatement to read:

“A member who has resigned or who has been dropped from membership may be reinstated by one of the following 1) payment of the same fees charged a new member, 2) payment of the current years membership fee and a portion of years of lapsed membership dues accrued based on the current membership dues rate to retain former years of volunteerism, or 3) may be reinstated as of the original date of membership if the member pays all years of lapsed membership dues accrued based on the current membership dues rate.”

**Subcommittee Vote:** 0-5-0, 2 absent, CNV; motion defeated.

**Region Operations Subcommittee defeated the motion with the following commentary:** Upon review with staff, the motion requests changes to the member rejoin / reinstate process, which reflect standard practices that are already in place. Lapsed members can rejoin and retain their prior volunteer history with ASHRAE without having to pay any back dues. If the member wishes to recover consecutive years of service for ASHRAE, they will need to repay all back dues. However, it is recognized that the referenced documents do not clearly depict the standard operating procedure, therefore the Manuals Subcommittee will take an action item to revise these sections to more clearly state the current standard procedure. Region Operations Subcommittee put forth Motion 2 above to address the intent of this motion.

**Information Items**

1. The Region Operations Subcommittee requested that each region perform a Chapter Health Assessment (CHA) for each of their chapters. The following chapters were marked as “weak” or “failing” or had less than 40 members (Regions VI and VIII will send their CHAs soon):

Chapter Health Information for Failing and Weak Chapters					
Region	Chapter	Q1 Mem Total	Q2 Mem Total	CHA Score	Chapter Health Rating
I	NEW HAMPSHIRE	152	149	53	Weak Chapter
III	Johnstown	60	56	26	Failing Chapter
III	Roanoke	137	143	50	Weak Chapter
RAL	LIBYA	0	0	0	Failing Chapter
RAL	SOUTH AFRICA	101	98	3	Failing Chapter
RAL	ALEXANDRIA	11	17	46	Weak Chapter

Chapter Health Information for Chapters with Less than 40 Member's and Normal or Struggling Status					
Region	Chapter	Q1 Mem Total	Q2 Mem Total	CHA Score	Chapter Health Rating
XIV	Cyprus	29	28	102	Normal Chapter
RAL	FAISALABAD	20	21	105	Normal Chapter
RAL	SUDAN	4	27	80	Struggling Chapter
RAL	OMAN	28	28	90	Struggling Chapter
RAL	PYRAMIDS	26	28	135	Normal Chapter

---

2. The Region Operations Subcommittee request that an action item be assigned to each region that has a weak or failing chapter listed to provide a report on actions taken to support these chapters at the Annual Conference in Phoenix. A member from the subcommittee was assigned to each region list above to support the region through this process.
3. By the Annual Conference in Phoenix, the subcommittee will propose a process to monitor the progress of chapters on a regular basis that are identified as weak or failing and a checklist of actions to be taken to support these chapters to be included in the MCO.
4. The subcommittee assigned staff an action item to include the CHAs in the DRC packet as a reminder to complete the assessments each year during the spring/summer and submitted to Members Council by October 1 each year. Region Operations Subcommittee will review the results and bring any recommendations to Members Council by the Winter Conference.

### MBO Update

Please use the master MBO Tracking spreadsheet in Basecamp to list your updates (link below)

[2024-25 Members Council MBOs Master Tracking](#)

### Attachments

Attachment A – Regional Award of Merit Point Tally Form with Recommended Changes

Attachment B – Appendix AE

Attachment C – Appendix BG

**PAOE SUBCOMMITTEE  
REPORT TO MEMBERS COUNCIL  
FROM MEETING OF JANUARY 7, 2025**

**Members Present**

Ching Ong, Chair  
Robert Snow  
Eduardo Maldonado  
Haley Goslinga  
Heather Gulledge  
Keith Reihl  
Maggie Moninski  
Mahroo Eftekhar  
Matthew Archey  
Meghan McNulty

**Members Absent**

Thursten Simonsen  
Louise McKenzie  
Elise Kiland  
Heric Holmes

**Staff**

Tammy Catchings

**Information Items:**

**1. Referred Motions**

<b>2024 Motions</b>		
<b>BOD (6/23/2024)</b>	That effective July 1, 2025, or sooner if possible, entering PAOE points for items that are currently restricted to be entered only by Regional Leaders be changed so that both Regional Leaders and the chapter Committee Chairs can enter the points.	<b>Complete</b>
<b>Region IV/Triangle Chapter</b>	<b>Motion #24-4-1</b> That Society remove the activity cap for PAOE Criteria SA6.13 which reads "For each post high school activity in which one or more chapter members participates, excluding student branch advisor participation" receive 25 points per activity with a Cap of 200 points.	Open – Referred to Student Activities
<b>Region IV/South Carolina Chapter</b>	<b>Motion #24-4-004</b> That ASHRAE Society dedicate and outline the PAOE points & structure for Chapter Sustainability Chairs.	Open – Referred to Reg Ops

<b>2023 Motions</b>		
<b>Region VI/Minnesota Chapter (5/5/2023)</b>	<b>Motion #23-6-5</b> That ASHRAE Society establish a DEI Category for PAOE points by July 1, 2023.	Open – Referred to DEI Ad Hoc

<b>2022 Motions</b>		
<b>Region XII/Brasil Chapter</b>	<p><b>Motion #22-12-1</b> Request for the insertion of one new score in the PAOE, which would be complementary, related to female participation in the Chapter CIQ. 50 points would be added per female member on the Chapter CIQ. This change should be for the Society Year 2023-2024, starting on July 1, 2023.</p> <p><b>Amended Motion:</b> Request for the insertion of one new score in the PAOE, which would be complementary, related to <b>female DEI</b> participation in the Chapter CIQ. 50 points would be added per <b>female DEI</b> member on the Chapter CIQ. This change should be for the Society Year 2024-2025, starting on July 1, 2024. Amended (PAOE Subcommittee 9/26/2023)</p> <p><b>Update/Official Response:</b> [From 2023-2024 PAOE Subcommittee] PAOE Subcommittee agrees with the intent of the motion but is further exploring way to include other underrepresented members in the next round of PAOE (2025-2026).</p>	Open – Referred to DEI Ad Hoc

## 2. Updates on Presidential Theme:

2025-26 Presidential Initiatives – Healthy Buildings (Subcommittee to incorporate into PAOE)

## 3. Review of MBOs

### [2024-25 Members Council MBO Tracking Spreadsheet](#)

MBO #	
<b>MBO #7</b>	<b>The Members Council PAOE Subcommittee to make a critical review of the purpose and wording of current non-presidential themed PAOE categories for the purpose of making requirements more easily understood and completed, by end of Q2.</b>
	<ul style="list-style-type: none"> <li>The subcommittee has assigned members to evaluate each PAOE category and propose recommendations to simplify, streamline, and automate (as much as possible) the PAOE program to provide a more efficient, updated and easy to manage program for Chapters before the winter conference in Orlando.</li> </ul>

## PAOE Recommendations

Category	Recommendations	Current Min.	Current Par
<a href="#">Chapter Operations</a>	<b>Make edits and renumber line items</b> <b>Update Presidential Initiatives:</b> move CO1 to 'Efficient use of volunteers' time' <b>Remove line items:</b> CO5, CO7, CO9, CO11, CO13, CO16, CO26.1, CO35 <b>Edit line items:</b> CO2, CO3, CO4, CO6, CO8, CO10, CO17, CO26.2, CO28, CO30, CO32, CO33, CO36, CO38, CO41 <b>Add new line item:</b> CO14 <b>Move Automated items:</b> CO24, CO25	<b>600</b>	<b>1500</b>
<a href="#">CTTC</a>	<b>Make edits and renumber line items</b> <b>Remove line items:</b> CT4, CT5 <b>Move Automated items:</b> CT19, CT21	<b>550</b>	<b>1500</b>
<a href="#">GAC</a>	<b>No Recommendations</b>	<b>500</b>	<b>1250</b>
<a href="#">MP</a>	<b>Make edits and renumber line items</b> <b>Remove line items:</b> MP3, MP5, MP9, MP10, MP11, MP15, MP18, MP19 <b>Edit line items:</b> MP2, MP14, MP16, MP17 <b>Move Automated items:</b> MP1, MP4, MP12	<b>1000</b> <b>800</b>	<b>1600</b> <b>1400</b>
<a href="#">RP</a>	<b>No Recommendations</b>	<b>800</b>	<b>1050</b>
<a href="#">SAC</a>	<b>Make edits and renumber line items</b> <b>Edit line items:</b> SA6.4, SA6.14 <b>Move Automated items:</b> SA6.1, SA6.2, SA6.3, SA6.9, SA6.12	<b>500</b>	<b>800</b>
<a href="#">YEA</a>	<b>Renumber line items</b> <b>Move Automated items:</b> YEA2, YEA4, YEA5, YEA6, YEA9, YEA23, YEA24, YEA25	<b>300</b>	<b>900</b>
<a href="#">Communications</a>	<b>Make edits to line items and points</b> <b>Edit line items:</b> CC3, CC4, CC6.4, CC6.5, CC7.1, CC7.2, CC7.6, CC8.2, CC9.1, CC9.3, CC11 <b>Add new line items:</b> CC6.7, CC6.8 (moved from CC15), CC10.3	<b>300</b>	<b>700</b>
<a href="#">Historical</a>	<b>Make edits and renumber line items</b> <b>Remove line items:</b> H2, H15, H16 <b>Edit line items:</b> H1, H7, H9, H10, H13	<b>100</b>	<b>500</b>

## Action Items

<b>2024 Action Items</b>	<b>Winter Meeting 1/23/2024</b>	
<b>PAOE Subcommittee</b>	Create Ad Hoc to establish DEI Category for PAOE. Dan Bourque, Jason Urso, Sheila Hayter, and Ching Loon Ong	<b>Open</b>

## GOVERNMENT AFFAIRS COMMITTEE

Report to Members Council  
From Meeting of February 7, 2025  
~ Winter Conference Orlando, FL~

### ATTENDANCE

#### Members Present

Sheila Hayter, Chair  
Meghan McNulty, Vice Chair  
Tim Wentz  
Andy Persily\*  
Adrianne Mitani  
Patrick Villaume  
Weston Hockaday  
Adam Doublestein  
Victor Nino\*  
Doug Cage  
Luis Miguel Alvarado  
Peter Koeneck-Wilwerding  
Megan Tosh  
Keith Reihl  
PJ Johnston  
Will Fisher  
Eleazar Rivera  
Tracey Jumper  
Geoff Jenks  
Syed Mubarak  
Ioan Dobosi  
Varun Jain  
Ahmed Bolbol  
Sonya Pouncy  
Sarah Maston  
Bryan Holcomb

#### Members Absent

Artorius Reyes  
Heather Schopplein

#### Guests

Georgios Pantelidis, GTIC  
Erica Powell  
Samantha Slater, AHRI  
Michele Mihelic, AIA  
Bill McQuade  
Ashish Rakheja  
Martin Luymes, HRAI  
Vicki Worden, GBI  
Don Davis, BOMA  
Tobi Showunmi  
Darryl Boyce  
Chris Ruch, SMART  
Doug Fick  
Scott West  
Brad Lentz, ACEC/CAMEE  
Dwayne Taylor  
Thomas Kolpasky  
Megean Garrett  
Alex Armstrong  
Joe Pickens  
Matt Archey  
Stephanie Lamore  
Alexa Stone  
Jeff Hurd  
Sierra Spitulski  
Dennis Knight  
Bill Bahnfleth  
Larry Hodgins  
Austin Worrell  
Money Khanna

#### Staff

Alice Yates  
Bryce Causey  
Chris Miller  
Emily Porcari  
Jacob Karson  
Neil Gavigan  
Kirstin Pilot  
  
Guests (continued)  
Madison Shultz  
Jonathan Alo  
Darryl Boyce  
Blake Ellis  
Collin Laisure-Pool  
Matthew Archey  
Rob Craddock

\*Indicates Remote Participation

## **Motions**

GAC has no motions to bring to Members Council.

## **Information Items**

1. **Information Item 1. Government Outreach Events (GOE):** The GAC set a goal of 100 Government Outreach Events to be held during Society Year 2024-2025. The GAC has so far held **39 events** and has 21 scheduled and planned. With the majority of the domestic outreach events typically occurring in the Spring when the legislatures are in session, the GAC is in a strong position to meet its goals. The GAC is also reviewing how meetings and events with government officials are counted and how to best assess impact.
2. **Information Item 2. Public Policy Issue Briefs:** The GAC approved unanimously 12 updated Public Policy Issue Briefs (PPIBs) listed below. These documents (with the exception of Building Electrification, which has already been reviewed) still need to be reviewed by Tech Council or its designee. A new PPIB on Infectious Disease has been proposed and two possible new PPIBs are being developed: electricity generation and environmental justice.
  - i. Building Electrification
  - ii. Building Decarbonization
  - iii. Building Energy Benchmarking
  - iv. Climate Change and the Built Environment
  - v. Consensus Standards- Expert Solutions to Meet Global Needs
  - vi. Environmental Tobacco Smoke and Electronic Nicotine Delivery Systems
  - vii. Indoor Air Quality
  - viii. Refrigerants and Their Responsible Use
  - ix. Resiliency in the Built Environment
  - x. STEM Education & Workforce
  - xi. Indoor Carbon Dioxide
  - xii. Wildfires and Indoor Environmental Health
3. **Information Item 3. Subject Matter Expert Program to Support Government Outreach:** This new pilot program is up and running: The first set of SMEs have been selected and notified and the second set of applications is being reviewed. Staff have begun sharing a flyer to help recruit SMEs for the program, and this information is also included in the Leadership Presentation for the Winter Conference.
4. **Information Item 4. Budget for FY26 and FY27:** No substantive changes were made to the GAC budget. The travel for in-person staff assistance to GOEs was adjusted to pre-covid levels.

## **Attachment A: GAC Recommendations for PAOE points**

GAC has some suggestions from the GAC members:

- Revise GA11 to: For each chapter meeting with an invited government official in attendance with a technical presentation.
- Revise GA14 to: For each piece of legislation that is drafted or modified per input from ASHRAE chapter members who provided technical assistance.. The legislation must be in line with ASHRAE PPPs, PPIBs and PDs. Legislation does not have to pass for points to be counted, but a summary report must be sent to RVC before claiming points.
- Add: For the use of ASHRAE GAC email alias by the committee chair in communicating with government officials and the listing of the alias on the chapter website. 50 points per activity; 50 points max.
- Add: For each letter sent to a government official at the request of the Government Affairs Committee with the goal of promoting the Society's Public Policy Priorities or other official positions. 50 points per activity; 600 points max.

Government Affairs Program Expenses FY25	Actual	Actual
	FY 2022	FY 2023
<b>EXPENSES:</b>		
6372-2-855-000000-00 Pub Shipping Postage - Govt Advocacy Comm-Governme	0.6	0.5
6614-2-855-000000-00 Travel - Grassroots Advocacy Assistance		
6618-2-855-000000-00 Trvl - International Grassroots Advocacy-Governmen		5.0
6622-2-855-000000-00 Trvl Committee-General Fund-Grassroots-Exclusive-	18.7	45.3
6694-2-855-000000-00 Trvl Staff - State - Local Grassroots Advocacy	0.0	13.0
8233-2-855-000000-00 Printing - Govt Advocacy Committee-Government Affa	0.0	0.8
<b>TOTAL EXPENSES</b>	<b>19.3</b>	<b>64.6</b>

Actual	<b>Budget</b>		DRAFT	DRAFT
	Budget	Budget	Budget	Budget
FY 2024	<b>FY 2024</b>	<b>FY 2025</b>	FY 26	FY 27
0.2	2.0	2.1	2.1	2.1
		3.5	3.5	3.5
1.1	14.7	14.7	14.7	14.7
53.5	52.3	53.9	53.9	53.9
16.4	8.0	10.0	16.5	16.5
2.9	3.8	3.9	3.9	3.9
74.1	80.8	88.1	94.6	94.6

NOTE: The budget

## Notes

---

Shipping Postage

SME Pilot Program

Each Region with International Chapters Travel to GOEs

GAC Transportation to W&A Conferences & Chapter Chairs Transportation to CRCs

Staff Travel to GOEs; Note: This change in the budget was discussed with Craig; this reflects an adjustment to retu

Printing (GOE Infographics / Expos)

Set for FY26 and FY27 need to be adjusted to reflect inflation.

urn to the funding level pre-covid.

## CHAPTER TECHNOLOGY TRANSFER COMMITTEE (CTTC)

Report to Members Council  
From Meetings of February 7-8, 2025

<u>Members Present</u>	<u>Members Absent</u>	<u>Guests</u>	<u>Staff</u>
Daniel Redmond		Nicholas Estefanell	Rhianne Masterson
Heric Holmes		Charles Bertuch	
Elizabeth Zakelj		Samir Traboulsi	
Murat Bayramoglu		Frank Mills	
Abhi Khurana		Tulia Rios	
Stephanie Mages		Doug Zentz	
Don Gariepy		Sherry Abbot-Adkins	
Matthew Klok		Don Brandt	
Eric Johansen		Seth Kunkel	
Kevin Muldoon		Matthew Archey	
Steven McConnell		Stelios Lampadakis	
David Griffin		Patrick Ata	
Nikola Kravik		Ade Awujoola	
Matt Parkes		Matthew Theriault	
Esteban Baccini		Ershed Jaman	
Sivakumar Gadam		Tacyo Pantoja	
Conor Murray		Buzz Wright	
Krishna Mitra		Genevieve Lussier	
Osama Khayata		Chris Hofland	
John Constantinide		Nicolas Estefanell	
Kenneth Shifflett		Juliana Velez	
Wei Sun		Andre Burlacu	
		Julia Timberman	
		Alexandre Knox	

### Status of Referred Motions

Motion 1: To create a new Technology Awards subcommittee chapter chair position in the CIQ. The position would be called Chapter Technology Awards Subcommittee Chair. (Region II, Hamilton Chapter, Motion #24-2-1)

Vote: 3-12-1 CNV, motion fails

Comments: In the spirit of society streamlining chapter operations, per society strategic plan, technology awards should be initiated at the chapter level through collaboration between CTTC chair and Honors & Awards chair. (This would be redundant to add specific Chapter Technology Awards chair.)

Status: Complete

Motion 2: To add virtual centralized training for the CTTC position. (Region II, Hamilton Chapter, Motion #24-2-2)

Vote: 1-16-2 CNV, motion fails

Comments: CTTC supports the intent of this motion. They have created a Working Group to create an annual webinar for CTTC Chapter Chairs that will reinforce what is taught at the CRCs.

Status: In process of being implemented

Motion 3: That Staff provide a summary of the chapter speaker review online form with names and emails to the Chapter CTTC Chair within a week of the program. (Region VII, Tennessee Valley Chapter, Motion #24-7-2)

Comments: This is already available – the CTTC Chapter Chair has access to individual digital feedback forms

Status: Complete

Motion 4: The Argentina Chapter recommends to CTTC to increase the maximum number of Distinguished Lecturers (DL) allocated visits so that each Region has 1.5 DL allocated visits per chapter, beginning July 1, 2026. (Region XII, Argentina Chapter, Motion #24-12-1)

Vote: 3-13-0 CNV, motion fails

Comments: Based on our DL travel budget we are looking at adding five allocated visits to the current SY and then giving those extra visits to Regions outside of North America for the next SY.

Status: In process

Motion 5: Colombia Chapter recommends to CTTC to train Distinguished Lecturers (DLs) on how to better present to students on technical and non-technical topics at universities and in Student Branches, effective July 1, 2025. (Region XII, Columbia Chapter, Motion #24-12-8)

Amended Motion: Colombia Chapter recommends to CTTC to ~~train~~ provide guidance and tips to Distinguished Lecturers (DLs) on how to better present to students on technical and non-technical topics at universities and in Student Branches, effective July 1, 2025.

Vote: (amended motion) 19-0-0 CNV

Comments: We agree that DLs should be prepared on how to present to a student audience and will provide guidance and tips to the DLs

Status: In process of being implemented

### **Information Items**

1. Distinguished Lecturer (DL) Program:
  - a. A total of 195 allocated visits have been completed for the current Society Year. A total of 318 visits have been scheduled so far (111 allocated visits, 42 common pool visits, and 165 non-allocated visits).
  - b. CTTC reviewed 30 DL nominations and approved a roster of 94 DLs for the next Society Year.
2. We received 44 Technology Award entries for this year's Society-level competition (one more than last year). The judging panel selected 27 projects for awards. The Award of Engineering Excellence and first place winners were recognized at the Plenary on Saturday.
3. We made the following adjustments to the CTTC Budget for the next two Society Years:
  - a. Transportation for CTTC RVCs attending CRC: increase budget from 1.5 to 8.0 to accommodate an estimate of \$500 per RVC
  - b. Staff travel to Winter and Annual Conferences: internal accounting changes moved staff hotel costs out of the conferences budget and into the budget of the staff liaison's committee. This increase from 1.5 to 3.0 takes that change into account.

4. PAOE Recommendations:
  - a. CT4 and CT5: remove
  - b. CT6: alphabetize list of certifications and add new CDP certification
  - c. CT22: clarified acronyms and removed TAC template as outdated
  - d. CT33: clarify air travel is in mileage not money

#### **MBO Update**

All updates have been included within the main [MBO tracking spreadsheet](#).

#### **Attachments**

- Attachment A: CTTC Budget
- Attachment B: PAOE Recommendations

Chapter Technology Transfer Committee Program Expenses FY25	Actual	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Budget
	FY 2022	FY 2023	FY 2024		FY 2025			FY26	FY27
<b>EXPENSES:</b>									
6372-2-851-000000-00 Pub Shipg/Post Incomg	3.0	3.8	3.2	4.0	3.3	1.4	3.3	3.4	3.5
6437-2-851-000000-00 Travel Judges/Tech Award	-	6.4	12.0	4.0	6.0	3.7	6.0	6.1	6.2
6469-2-851-000000-00 Judging Panel - Hotel	2.1	1.7	1.5	1.0	2.0	1.5	2.0	2.1	2.2
6469-2-851-851001-00 Mtg Speakers Bureau-Disting Lectur Pgm	24.1	137.0	206.1	168.4	200.0	101.9	185.0	200.0	200.0
6470-2-851-851001-00 Carbon Offset - DL Program	-	-	-	-	10.0	0.0	10.0	10.0	10.0
6614-2-851-000000-00 Trvl CRC - CTTC	5.7	25.5	30.0	27.5	30.0	16.9	30.0	30.5	31.0
6622-2-851-000000-00 Trvl Comm	14.8	24.9	25.0	19.9	25.0	12.7	25.0	25.5	26.0
6626-2-851-000000-00 Trvl Council	1.4	3.7	0.3	2.5	1.5	6.0	8.0	8.5	9.0
6694-2-851-000000-00 Trvl Staff	0.8	1.2	1.5	2.6	1.5	0.2	3.0	3.0	3.0
6802-2-851-000000-00 Tech Awards Plaques	5.8	7.9	6.7	7.6	6.9	4.3	8.5	8.8	9.0
8433-2-851-851003-00 Outs Compu Consul-Satellite Broadcast--ASHRAE Webc	-	7.4	20.0	4.5	20.0	0.0	20.0	20.0	20.0
<b>TOTAL EXPENSES</b>	<b>57.7</b>	<b>219.5</b>	<b>306.3</b>	<b>242.0</b>	<b>306.2</b>	<b>148.6</b>	<b>314.2</b>	<b>317.9</b>	<b>319.9</b>

Changes:

DL Program: We do not expect to utilize the full DL travel budget, but do not want to reduce future budgets. Updated forecast to 185.0

CTTC RVCs transportation to CRCs: Updating to estimate \$500/RVC

Staff travel to Conferences: Staff hotels costs were previously charged to the conferences budget, but are now charged to the staff liaison committee, so this update to the

Tech Award plaques: Adjustment to forecast, which is offset by income from plaques sold.

## Notes

---

Shipping Technology Award Plaques

Airfare for In-Person Technology Awards Judging Panel

Hotel for In-Person Technology Awards Judging Panel

Distinguished Lecturer Program

Carbon Offsets for Distinguished Lecturer Program

CTTC Chapter Chairs transportation to CRCs

Committee Transportation to Winter & Annual Conference

CTTC RVCs attending CRCs; needed updating; \$500/RVC

Staff Travel to W&A Conferences; moved here from conferences budget

Tech Award Plaques; income for additional plaques sold

Production for Tech Hours

e forecast and future budget accommodates that change.

## CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

MINIMUM: 600 POINTS		PAR: 1500 POINTS
CIQ due 60 days prior to CRC; exception may be made by the DRC. The completed CIQ will represent the incoming chapter officers and chapter committee chairs for the next Society year.		
<b>Explanation to reach Minimum for Chapter Operations:</b> To reach minimum, the Chapter Information Questionnaire (CIQ) must be complete and forwarded to DRC and Society 60 days prior to CRC. The completed CIQ will represent the incoming chapter officers and chapter committee chairs for the next Society year. The DRC is responsible for determining if criteria are met. All individuals serving in a chapter position must be an ASHRAE Full Member or Associate grade member (except Webmaster and Newsletter Editor who can be a student member; Affiliate grade for YEA). No person can serve in more than one officer position (exception, two positions for chapter with less than 75 members). A chapter officer may also serve in one committee chair position.		
<b>Presidential Initiatives:</b>		
CO1	200 points; (200 points maximum)	If the entire Chapter Board of Governors view the following two videos (Note: Board of Governors must be listed in the CIQ): Part 1: Sexual Harassment Prevention Training <a href="https://www.youtube.com/watch?v=sL7LwBsV9bM">https://www.youtube.com/watch?v=sL7LwBsV9bM</a> Part 2: Sexual Harassment Prevention Training <a href="https://www.youtube.com/watch?v=1za7gs9S2H0">https://www.youtube.com/watch?v=1za7gs9S2H0</a>
CO21	25 points; (200 points maximum)	For each Chapter Officer completing "Decarb 101" training by the Center for Excellence in Building Decarbonization (CEBD) located on our CEBD website link. For each Chapter Member that participates in a K-12 (or equivalent) career or vocation information event and promotes stem careers specifically in the Built Environment or Technical Trades specializing in Building Mechanical Systems (Electrician, Plumber, HVAC Technician, welder, pipe fitter, etc.)
CO32	150 points each; (600 points maximum)	For chapter programs or educational seminars focused on employer engagement and the HVAC&R workforce of the future. For chapter programs or educational seminars focused on providing practical knowledge to building operating personnel or facility managers to improve the indoor environmental quality of existing buildings.
CO43	250 points each; (no maximum)	For chapter programs or educational seminars focused on the Society Theme. For chapter programs or educational seminars focused on the Society Theme of Healthy Buildings (IAQ, Acoustics, lighting, thermal comfort, potable water quality, or the balance between energy and IEQ)
CO5	200 points; (200 points maximum)	For creating or maintaining a Chapter Sustainability Committee that meets periodically and has two (2) sustainability activities in the year focusing on energy and carbon reduction.
CO64	500 points each; (no maximum)	For a chapter sponsored community sustainability project For a chapter sponsored indoor environment quality (IEQ) related projects that benefit public schools, non-profit community serving organizations, or healthcare facilities that serve the elderly or other at risk communities.
<b>Note for Sustainability Points:</b> A Chapter Sustainability Award is available for each chapter that obtains a minimum total of <b>700 points</b> from the items listed above in categories CO5-CO6 under Presidential Initiatives. The chapter with the highest PAOE sustainability points total will receive a Regional award (excludes the Community Sustainability Project).		
CO7	50 points; (no maximum)	For each job fair that is held in person or virtually that a chapter hosts or co-hosts with another chapter (or other entity) that has a minimum of five companies in attendance
CO85	5 points per time; (50 points maximum)	For each promotion of the ASHRAE Jobs Board in the Chapter Newsletter. For each article in the chapter newsletter or chapter website that focuses on some aspect of IEQ
CO9	5 points per attendee; (150 points maximum)	For each chapter officer who meets a first time attendee, welcomes them to the chapter meeting and introduces them to other chapter members at a chapter meeting (Chapter to provide tally sheet to first time attendee for validation.)

## CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

CO106	50 points; (150 points maximum)	For each joint meeting with another chapter from an international Region <u>For each joint meeting with another IEQ or water quality related organization.</u>
CO11	50 points; (150 points maximum)	For each sponsorship activity supporting various women in engineering organizations and activities such as National Women in Engineering Day <b>OR</b> for each sponsorship activity supporting Diversity, Equity and Inclusion related activities
<b>Efficient use of volunteers' time:</b>		
CO17	200 points; (200 points maximum)	If the entire Chapter Board of Governors view the following two videos (Note: Board of Governors must be listed in the CIQ): Part 1: Sexual Harassment Prevention Training <a href="https://www.youtube.com/watch?v=sL7LwBsV9bM">https://www.youtube.com/watch?v=sL7LwBsV9bM</a> Part 2: Sexual Harassment Prevention Training <a href="https://www.youtube.com/watch?v=1za7gs9S2H0">https://www.youtube.com/watch?v=1za7gs9S2H0</a>
CO58	25 points; (200 points maximum)	For creating or maintaining a Chapter Sustainability Committee that meets periodically and has two (2) sustainability activities in the year focusing on energy and carbon reduction.
CO129	50 points; (50 points maximum)	For conducting chapter planning meeting prior to August 1 (all officers and committee chairs) (Note: Requires Chapters to provide a report of the plan to their DRC by August 1 to receive credit for this effort in addition to reporting into the PAOE accounting system.)
CO13	200 points; (200 points maximum)	<u>For a chapter presentation by the Chapter President on "This is ASHRAE presentation"</u>
CO1410	50 points; (50 maximum)	For the Chapter Nominations Committee meeting and bringing completed CRC Nominations Worksheet to the Region's Caucus
CO1511	50 points; (100 points maximum)	For each ASHRAE Core Value chapter activity (Excellence, Commitment, Integrity, Collaboration, Volunteerism, Diversity) using a soft skills presentation, lecture or activity with the main subject addressing one or more of the core values
CO16	50 points; (200 points maximum)	<u>For each chapter member that submits a building assessment for a Building EQ rating (bEQ) (either in-Operation or As Designed), points doubled if submitter also submits for the Energy Genius Award.</u>
CO1712	25 points; (100 points maximum)	For each chapter member, <u>in coordination with the BOG</u> , promoting or presenting on Building EQ (bEQ) to an outside organization, building owner, facility manager, building operator, or tenant.
CO1813	50 points; (50 points maximum)	For establishing a chapter TC Liaison to encourage more interaction between the chapter and their members working on Technical Committees.
CO14	100 points; (100 points maximum)	<u>For establishing and maintaining a chapter Diversity, Equity, and Inclusion committee.</u>
<b>Meetings:</b>		
CO1915	50 points; (500 points maximum)	For each chapter meeting with a grassroots committee theme and associated activities and announcements
CO2016	100 points; (100 points maximum)	If annual attendance at meetings (including virtual meetings), exceeds that of previous year by at least 10% (Attendance includes total for dinner, lunch or breakfast meetings where minimum 45 minutes business or technical presentation or panel discussion is held for continuing education.)
CO2117	100 points; (100 points maximum)	For presenting a Technical Committee presentation at chapter meeting
CO2218	100 points; (100 points maximum)	For a chapter presentation by a Chapter Officer on the current Society Strategic Plan by November 30 (PowerPoint to be provided by the Society Planning Committee) (click here for current Strategic Plan)

## CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

CO <del>23</del> <ins>19</ins>	75 points; (300 points maximum)	For organizing an employer recognition, one-on-one meeting, company presentation and/or employer recognition/ dialogue/roundtable event to promote the benefits of ASHRAE membership for company members and solicit feedback on how ASHRAE and the local chapter can better serve the company (Points doubled if event includes a visiting Regional Officer, Society Officer or Board of Directors member.)
CO <del>24</del>	<del>50 points (no maximum)</del>	<del>For establishing or maintaining an operating Section or Group (each Section or Group)</del>
CO <del>25</del>	<del>10 points; (no maximum)</del>	<del>For each chapter member who registers for a Winter or Annual Society meeting</del>
CO <del>720</del>	50 points; (no maximum)	For each job fair that is held in-person or virtually that a chapter hosts or co-hosts with another chapter (or other entity) that has a minimum of five companies in attendance
CO <del>1121</del>	50 points; (150 points maximum)	For each sponsorship activity supporting various women in engineering organizations and activities such as National Women in Engineering Day <b>OR</b> for each sponsorship activity supporting Diversity, Equity and Inclusion related activities
<b>Honors and Awards Activities:</b>		
CO <del>2622</del>	25 points; (25 points maximum)	For establishing and maintaining a chapter Honors and Awards Committee
	( <i>No maximum; see line items points below.:</i> )	**For each individual award nomination with the appropriate documentation in accordance with the procedures stated on the ASHRAE website and as follows:
CO <del>26.1</del>	<del>100 points; (no maximum)</del>	<del>Fellow nominations</del>
CO <del>26.2</del> <ins>23</ins>	100 points; (no maximum)	Individual award nominations for the following: F. Paul Anderson Award, Louise and Bill Holladay Distinguished Fellow Award, <u>Fellow Nominations</u> , Andrew T. Boggs Service Award, ASHRAE Hall of Fame, ASHRAE Pioneers of the Industry Award, E.K. Campbell Award of Merit and Honorary Member
CO <del>26.3</del> <ins>24</ins>	75 points; (no maximum)	For each Exceptional Service Award (ESA) nomination
CO <del>26.4</del> <ins>25</ins>	50 points; (no maximum)	For each Distinguished Service Award (DSA) nomination
CO <del>26.5</del> <ins>26</ins>	50 points; (no maximum)	Regional Award of Merit nominations
CO <del>26.6</del> <ins>27</ins>	25 points; (no maximum)	Chapter Service Award nominations
<b>Planning:</b>		
CO <del>2728</del>	75 points; (75 points maximum)	For a planning/goal setting session with DRC resulting in written measurable objectives by October 1
CO <del>2829</del>	500 points for establishing or 300 points for updating annually; (500 points maximum)	For establishing and updating annually a chapter long term strategic plan (minimum of 3 years) with goals for chapter growth, leadership, and financial stability. Plan to be submitted to DRC for approval not later than January 1 <u>and evaluated yearly</u> .
CO <del>2930</del>	10 – 50 points; (50 points maximum)	For achieving goals established in planning session
<b>Chapter Finances:</b>		
CO <del>3031</del>	200 points; (200 points maximum)	For ensuring an annual audit of the previous year's chapter accounts and funds by the <u>Chapter</u> Auditing Committee or a CPA firm, with the results being reported to the BOG and DRC <u>no later than July 30 within 3 months of the audit completion</u> (Points should be entered for audit and reporting of the previous year's finances.) <b>(This category must be completed in order to meet PAR)</b>
CO <del>3132</del>	50 points; (50 points maximum)	For the BOG approving an annual budget no later than September 15
CO <del>3233</del>	10 points; (120 points maximum)	For each <u>month time</u> the BOG approves a <u>monthly financial</u> report from the Treasurer within 30 days of <u>reported month the report period</u> end. (Refer to the Manual for Chapter Operations for report requirements.)

## CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

CO33 <del>34</del>	25 points; (25 points maximum)	For filing any required tax forms by the deadline (November 15 for US Chapters, <u>date varies internationally</u> ) <u>(Tax forms may be replaced by a different national requirement for non-US Chapters)</u> .
CO34 <del>35</del>	25 points; (25 points maximum)	For the BOG appointment of Auditing Committee, no later than April 15 (BOG members are not eligible to serve on Auditing Committee)
CO35	<del>25 points; (25 points maximum)</del>	<del>For on-time payment of region dues</del>
CO36	50 points; (50 points maximum)	For the Incoming Chapter Treasurer attending the Treasurer or Chapter Operations' Workshop at CRC <u>or virtually</u> .

### **DRC/RMCR Assigns/Enters the following points:**

CO37	50 points each; (200 points maximum)	For each chapter officer who attends the CRC besides the Delegate and Alternate (Chapter Officers are defined as BOG, e.g. president, president-elect, treasurer, secretary, etc.)
CO38	50 points; (50 points maximum)	For President-Elect attendance at President-Elect Training in Regional Planning Meeting, <u>virtual meeting</u> , or <u>and</u> CRC workshop session.
CO39	100 points; (300 points maximum)	For each chapter member attending the Chapter Leadership Academy
CO40	50 points; (150 points maximum)	For each Chapter President, President-Elect, or Chapter Treasurer attending DRC, RMCR, or Regional Treasurer virtual “office hours” or Regional meetings.
CO41	25 points; (25 points maximum)	For <del>the chapter nominating committee report filling the CIQ</del> (with all chapter officers & committee chair positions filled) <del>distributed by the April 30 chapter meeting (Points assigned by DRC by May 15)</del> <u>deadline listed in the Manual of Chapter Operations and/or date selected by DRC</u> .
CO42	50 points; (150 points maximum)	For developing a chapter to chapter partnership with a chapter from a different region ( <i>Chapter to submit partnership reports to DRC.</i> )
CO43	50 points; (200 points maximum)	For participation of RVC, Society ExCom, Society BOG, Society Committee Chair (or any Society level position) in local chapter meetings for brief presentation/Q&A session

### **Automatically Assigned Points**

CO24	50 points (no maximum)	For establishing or maintaining an operating Section or Group (each Section or Group)
CO25	10 points; (no maximum)	For each chapter member who registers for a Winter or Annual Society meeting

**Note for Sustainability Points:** A Chapter Sustainability Award is available for each chapter that obtains a minimum total of **700 points** from the items listed above in categories CO4 under Presidential Initiatives and CO8 under Efficient Use of Volunteers' Time. The chapter with the highest PAOE sustainability points total will receive a Regional award (excludes the Community Sustainability Project points).

## CHAPTER TECHNOLOGY TRANSFER CATEGORY 2024-25 PAOE

MINIMUM: 550 POINTS		PAR: 1500 POINTS
<b>Presidential Initiatives:</b>		
CT1	50 points; (500 points maximum)	For each Chapter Program topic based on alignment with the current <b>Society Theme</b>
CT2	100 points; (no maximum)	For each Technical Tour and accompanying 30-minute presentation based on alignment with the current <b>Society Theme</b>
CT3	10 points; (500 points maximum)	For each Professional Development Hour (PDH) earned (at a Chapter Program) by a chapter member based on alignment with the current <b>Society Theme</b>
CT4	100 points; (300 points maximum)	For each Conference Paper or Technical Paper authored or co-authored by a chapter member based on alignment with the current <b>Society Theme</b>
CT5	100 points; (300 points maximum)	For Chapter programs, presentations, continuing education, papers or published documents in alignment with the <b>Society Theme</b> . These programs should focus on bringing engineers, contractors, design builders, owners, operators, architects and local building officials together to the meetings.
CT6	10 points; (50 points maximum)	For each informational presentation at a chapter meeting on the certification program (BCxP, BEAP, BEMP, CDP, CHD, HBDP, HFDP, OPMP)
CT7	100 points; (100 points maximum)	Presentation of the <b>Presidential Theme</b> at a chapter event.
<b>Efficient use of volunteers' time:</b>		
CT8	100 points (100 points maximum)	For a Chapter Technology Transfer Committee with a minimum of a chair and a co-chair
CT9	100 points (100 points maximum)	If CTT committee includes a refrigeration subcommittee chair
CT10	100 points (100 points maximum)	If CTT committee includes a YEA member
<b>Planning and Administrative Activities:</b>		
CT11	50 points; (50 points maximum)	For completing and publishing Distinguished Lecturer (DL) meeting schedule and speakers by October 1 or 2 weeks after the CRC, whichever is later
CT12	50 points; (250 points maximum)	For submitting summary of speaker reviews to CTTC RVC for use in regional speaker database (50 points per each speaker)
CT13	50 points; (no maximum)	For submitting DL event summary critique form within 15 days of DL visit (50 points per each DL event)
<b>Awards and Submissions Activities</b>		
CT14	300 points; (no maximum)	For each Technology Award entry at Regional level (100 additional points if ASHRAE Building EQ score is included as part of the Technology Award submission)
CT15	500 points (no maximum)	For each CTTC Award entry at Society level (including Technology Award, Milton Garland Commemorative Refrigeration Award for Project Excellence, Comfort Cooling Award for Project Excellence entry, Donald A. Siller Refrigeration Award, Dan Mills Chapter Programs Award)
<b>Meetings, Presentations or Events:</b>		
CT16	100 points; (600 points maximum)	For each 1-hour PDH seminar or webcast presentation (live or delayed) sponsored/hosted by the chapter OR for each chapter monthly meeting held where continuing education credits (e.g. PDHs, CEUs) are provided for attendees.
CT17	100 points; (600 points maximum)	For each chapter meeting presenting one of the recorded Tech-Hour programs (available on ASHRAE 365)
CT18	100 points; (no maximum)	For each joint meeting with HVAC&R peer societies, organizations, and/or associations

## CHAPTER TECHNOLOGY TRANSFER CATEGORY 2024-25 PAOE

CT20	100 points; (1200 points maximum)	For each chapter seminar/program by a DL or Society Officer with multi-chapter in person visits in-line with the decarbonization initiatives of the CTTC committee. 100 points for 2 chapters, 200 points for 3 chapters, 400 points for 4 or more chapters. Points apply to all participating chapters
------	-----------------------------------	---

CT22	50 points; (100 points maximum)	For each chapter member who is currently serving on an ASHRAE TC, TRG, MTG, *RP, SPC, SSPC, GPS or SGPC ( <b>Voting Member</b> or <b>Non-Voting Member</b> ) (*RP = Research Project) AND giving a presentation at their local chapter meeting that explains the function of technical committees (handbook chapters, standards, research, etc.) <b>or an update of their technical committee activity using the presentation template developed by TAC and posted at <a href="http://www.ashrae.org/tcs">www.ashrae.org/tcs</a> under heading "General TC Information"</b>
CT23	100 points (300 points maximum)	For hosting an "ASHRAE Technical Committee (TC) Members" chapter meeting in which TC members will be recognized for their contributions
CT24	50 points; (150 points maximum)	For Chapters with at least one Member that serves as a Distinguished Lecturer during the current Society year.
CT25	25 points; (25 points maximum)	For each chapter that puts forth a nomination for Distinguished Lecturer
CT26	100 points; (300 points maximum)	For each chapter program and chapter sponsored educational seminar with a clearly defined sustainability theme (e.g. decarbonization, energy efficiency, indoor air quality, high-performance buildings, or Building EQ)
CT27	100 points; (300 points maximum)	For each chapter program activity with a clearly defined refrigeration or cold chain field theme (must include a minimum 30-minute technical presentation)
CT28	50 points; (100 points maximum)	For each chapter program meeting presenting a residential buildings program
CT29	50 points; (200 points maximum)	For holding a chapter meeting at a venue that has an established and current sustainability plan.

### **RVC Assigns/Enters the following points:**

CT30	200 points; (200 points maximum)	For the Chapter CTT committee chair or co-chair attending the CTTC workshop at CRC
CT31	100 points; (200 points maximum)	For planning/goal setting session with RVC ( <i>points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later</i> )
CT32	100 points; (100 points maximum)	For achieving goals established in goal-setting session with RVC ( <i>points assigned by RVC by June 30</i> )
CT33	250 points; (250 points maximum)	For tracking and maintaining database of all program speakers air travel and submitting to RVC. Must include total air transportation required to get the speaker to the chapter for the chapter program. Multi-chapter visits are to split air travel by the number of participating chapters. (Points assigned by RVC by June 30) <b>emphasize miles not money</b>

### **Automatically Assigned Points**

CT19	100 points; (no maximum)	For each ASHRAE certification earned, or renewed by a chapter member during the current fiscal year
CT21	100 points; (600 points maximum)	For each chapter member who is currently serving on any of the following ASHRAE committees/groups: TC, TRG, MTG, *RP, SPC, SSPC, GPS or SGPC (VM or NVM) (*RP = Research Project)

## COMMUNICATIONS CATEGORY 2024-25 PAOE

MINIMUM: 300 POINTS		PAR: 700 POINTS
<b>Presidential Initiatives:</b>		
CC1	25 points; (25 points maximum)	For posting a narrative and link for the current ASHRAE <b>Society Theme</b> on the chapter website
CC2	5 points; (100 points maximum)	For each chapter social media posting, with photo, supporting the current ASHRAE <b>Society Theme</b>
CC3	50 points; (no maximum)	For each chapter member who is interviewed on a broadcast media regarding ASHRAE
CC4	50 points; (no maximum)	For each podcast of at least 10 minutes with a chapter member who is 50 years or older
CC5	50 points each; (no maximum)	For each presentation/podcast/panel discussion between two individuals, one involved in grassroots and the other technical, sharing why people should be involved in both aspects of ASHRAE
<b>Efficient use of volunteers' time:</b>		
		<b>WEBSITE:</b>
CC6.1	50 points; (50 points maximum)	For updating the chapter website with current officer information by October 1
CC6.2	50 points; (50 points maximum)	For updating the chapter website with chapter program schedule for the year by October 1
CC6.3	50 points; (50 points maximum)	For listing a contact email address on the chapter's website in an obvious location, such as the footer or a Contact page
CC6.4	20 points; (200 points maximum)	For each month that updated information, news, or images are posted to the chapter's homepage. Excludes posting the chapter newsletter or social media widgets
CC6.5	10 points; (100 points maximum)	For posting a monthly newsletter to the website within 15 days of publishing
CC6.6	10 points; (50 points maximum)	For promotion of Society events, certifications, or products on the chapter website using the materials available in Marketing Central at ASHRAE.org
		<b>SOCIAL MEDIA:</b>
CC7.1	50 points; (50 points maximum)	For a chapter social media channel with more than 100 followers
CC7.2	20 points; (200 points maximum)	For each month there is at least one post featuring an event photo from the last 30 days (20 points per month)
CC7.3	10 points; (100 points maximum)	For public posts that tag or mention Society accounts in the post message
CC7.4	10 points per post; (50 points maximum)	For public post that uses the hashtag #myashrae
CC7.5	25 points; (no maximum)	For each social media post where a member illustrates how certification has helped their career
CC7.6	10 points; (100 points maximum)	For each post on chapter's social media forum by a chapter member who is 50 years or older
		<b>COLLABORATION TOOLS:</b>
CC8.1	100 points; (100 points maximum)	For using Society-provided Basecamp tool for chapter leadership business in place of other digital collaboration tools (email, GoogleDrive, Box, DropBox, etc.)
CC8.2	20 points; (100 points maximum)	For adding every month the chapter meeting agenda to Basecamp
		<b>EMAIL DISTRIBUTION:</b>
CC9.1	20 points per month; (200 points maximum)	For distributing a chapter newsletter via email on a monthly basis
CC9.2	10 points; (200 points maximum)	For distributing an announcement that prominently features an upcoming event that is distributed via email at least 2 weeks prior to the event
CC9.3	25 points; (100 points maximum)	For promotion of Society events, certifications, or products in chapter emails or newsletters using the materials available in Marketing Central at ASHRAE.org
		<b>KNOWLEDGE TRANSFER:</b>
CC10.1	100 points; (100 points maximum)	For creating or updating a procedural document for chapter communications, such as instructions on updating the chapter website and sharing with RCC
CC10.2	100 points; (100 points maximum)	For holding a transition meeting with the incoming chapter Communications Chair by June 1 <sup>st</sup>

## COMMUNICATIONS CATEGORY 2024-25 PAOE

		<b>VIRTUAL:</b>
CC11	50 points; (50 points maximum)	For offering a hybrid option to the chapter members to attend the chapter meetings virtually
<b>RCC Assigns/Enters the following points:</b>		
CC12	100 points; (100 points maximum)	For Chapter Communications Chair who attends the CRC Communications workshop
CC13	100 points; (150 points maximum)	For planning/goal setting session with RCC by October 1 or 2 weeks after the CRC, whichever is later (50 point bonus if planning/ goal setting session takes place during CRC)
CC14	100 points; (100 points maximum)	For achieving goals established in goal-setting session with RCC
CC15	50 points; (50 points maximum)	For listing Disclaimer on homepage as specifically listed in the current ASHRAE Web Policy document with www.ashrae.org address linked to the Society homepage. The disclaimer is as follows: This web site is maintained by the (name of Chapter, Section or Student Branch) of ASHRAE. It does not present official positions of the Society nor reflect Society policy. ASHRAE chapters may not act for the Society and the information presented here has not had Society review. To learn more about ASHRAE activities on an international level, contact the ASHRAE home page at <a href="http://www.ashrae.org">http://www.ashrae.org</a> ."

## GOVERNMENT AFFAIRS CATEGORY 2024-25 PAOE

MINIMUM: 500 POINTS		PAR: 1250 POINTS
<b>Presidential Initiatives:</b>		
GA1	50 points; (500 points maximum)	For discussion with government associates based on alignment with the current <b>Society Theme</b> .
GA2	100 point (300 points maximum)	Discussing and sharing the ASHRAE Decarbonization position (Policy) document with a government, department, policy maker or agency
<b>Efficient use of volunteers' time:</b>		
GA3	50 points; (150 points maximum)	For establishing and maintaining a chapter Government Affairs Committee with at least 2 members to promote ASHRAE with state, provincial, and local government (50 bonus points if GAC committee includes a government employee; 100 bonus points if the GAC chair is a government employee)
GA4	50 points; (minimum 1 hour of training; 100 points maximum)	For government affairs training for chapter officers and future leaders (50 bonus points if the training includes a speaker/presenter who is a government official)
GA5	50 points; (50 points maximum)	For CTTC chair serving on the GAC committee in an effort to promote GAC topics for chapter meeting presentations
<b>Awards and Submission Activities:</b>		
GA6	100 points; (300 points maximum)	For each Chapter Government Affairs Award entry into Society or Regional competition ( <i>each Award entry counted only once</i> )
GA7	50 points; (250 points maximum)	For each article on a government affairs activities-related (e.g., state provincial, or local legislative or regulatory issue) published in a chapter newsletter or posted on a chapter website with copy sent to RVC ( <i>maximum of two articles per month</i> )
<b>Meetings, Presentations or Events:</b>		
GA8	100 points; (200 points maximum)	For each joint chapter meeting with local, state, or provincial government entity to discuss a built environment or HVAC&R industry-related topic (Must show RVC confirmation of joint planning with the other entity to promote the meeting)
GA9	100 points; (200 points maximum)	For each action or activity that commemorates or promotes National Engineers' Week or non-US equivalent activity that promotes Engineering, World Refrigeration Day, World Standards Day or other national/global events
GA10	50 points; (200 points maximum)	Holding a chapter meeting with a government official attending focusing on the <b>Society Theme</b> and the need for more people in the HVAC&R and buildings industry, including the need for capacity building within the building codes adoption and enforcement sector.
GA11	100 points; (200 points maximum)	For each chapter meeting with a government official in attendance with a technical presentation related to Building Decarbonization
GA12	50 points; (100 points maximum)	For each Chapter program on the topic of government activities ( <i>minimum 45 minute presentation; maximum 2</i> )
GA13	100 points; (400 points maximum)	For each occurrence of an ASHRAE chapter member presenting or giving testimony to a public meeting or hearing on a subject where ASHRAE's resources and standards are being used in the discussion of the subject matter
GA14	200 points; (600 points maximum)	For each piece of legislation that ASHRAE chapter members are able to get sponsored at the local or state level. The legislation should be in line with ASHRAE PPP's for current SY, PPIB's and PD's. Legislation does not have to pass for points to be counted, but summary report must be sent to RVC before claiming points

## GOVERNMENT AFFAIRS CATEGORY 2024-25 PAOE

RVC Assigns/Enters the following points:		
GA15	50-150 points; (150 points maximum)	For the incoming Chapter GAC committee chair attending the GAC CRC workshop ( <i>50 points for chapter representative other than the chair who is a senior officer or member of GAC</i> )
GA16	50-100 points; (no points maximum)	For each documented personal contact (meeting) by a chapter member with government officials (at any level of government relevant to buildings, engineering or construction, sustainability including building officials, school boards and universities school system facility staff, state energy code officials, tribal government entities etc.) with the goal of promoting ASHRAE related subjects or Chapter goals and objectives, with notification and submit a record via the online portal sent to the ASHRAE Government Affairs Office (Points will only be given once a report is submitted to the ASHRAE Government Affairs Office. Points will be assigned by the RVC, once the report is submitted to the Government Affairs Office.)
GA17	100 points; (200 points maximum)	For chapter submitting local issues related to ASHRAE and decarbonization, identified with goals and report(s) to RVC ( <i>with a cap of 200 points in one year</i> )
GA18	50-100 points; (100 points maximum)	For planning/goal setting session with RVC ( <i>points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later</i> )
GA19	10 –300 points; (300 points maximum)	For achieving goals established in goal-setting session with RVC ( <i>points assigned by RVC by June 30</i> )

## HISTORICAL CATEGORY 2025-26 PAOE

<b>MINIMUM: 100 POINTS</b>		<b>PAR: 500 POINTS</b>
<p><b>Note:</b> Histories about a system, standard, person, event or a company, outside the geographic area of the chapter are not acceptable for PAOE points unless a credible connection may be established by the Chapter Historian and approved by the Regional Historian. Histories for the Gold Ribbon Award shall be written by a chapter member from information obtained by interviewing a person knowledgeable of the history being written or from personal knowledge of the history of the system, standard, person, event or company; or from detailed research as outlined in the document "The How To Guide for Researching." All sources must be cited and referenced in a Bibliography attached at the end of the submittal document. Information obtained solely from electronic material or sources is not acceptable.</p>		
<p><b>Presidential Initiatives:</b></p>		
H1	50 points; (200 points maximum)	For identifying and documenting persons who fall under Diversity in ASHRAE <del>of with</del> historical interest within the chapter's territory who have greatly influenced the HVAC&R industry's existing buildings.
<p><b>Points Related to Chapter Historical Activities:</b></p>		
H2	<del>150 points; (150 points maximum)</del>	<del>For digitizing chapter historical archives posting on the chapter website and/or electronic storage and updating annually; (include a minimum of meeting minutes, monthly newsletters, listing of chapter executive inventory of historic items and memorabilia not scan-able and CRC reports)</del>
<del>H3</del> <u>2</u>	50 points; (100 points maximum)	For each Historical Chair or Co-Chair that serves on chapter historical committee for 2 years or more.
<del>H4</del> <u>3</u>	50 points; (50 points maximum)	For each member of the chapter historical committee other than the chair.
<del>H5</del> <u>4</u>	200 points; (200 points maximum)	For each history of a chapter, updates of the chapter history (5 years for a Chapter History), and history of a system, standard, person, event or a company significant to the Chapter's history (Society Gold Ribbon Award). (Note: A Chapter history must be completed before other histories can be submitted for the Gold Ribbon Award.)
<del>H6</del> <u>5</u>	100 points; (100 points maximum)	For chapter historical display at CRC (updated annually or new display)
<del>H7</del> <u>6</u>	50 points; (50 points maximum)	For creating a chapter timeline with annual updates <del>to add adding</del> previous year's events and posting on the chapter website and/or electronic storage
<del>H8</del> <u>7</u>	50 points; (50 points maximum)	For program on history with a live speaker as all or part of a monthly chapter meeting, minimum five minutes in duration.
<del>H9</del> <u>8</u>	100 points; (no maximum)	For each interview with an ASHRAE Fellow <del>member</del> or Life Member. <del>A Same</del> member can only be interviewed once every 5 years.
<del>H10</del> <u>9</u>	50 points; (50 points per individual; 300 points maximum)	For <del>a chapter officer</del> personally inviting Life members, in addition to typical meeting notification, to one of the monthly chapter meetings
<del>H11</del> <u>10</u>	25 points; (250 points maximum)	For publishing articles on chapter, company or member history in chapter newsletter. Additional 5 points for also publishing in Society publication, chapter social media or chapter website with a maximum of 8 articles
<p><b>Regional Historian Assigns/Enters the following points:</b></p>		
		<b>FOR THE INCOMING CHAPTER HISTORIAN:</b>
<del>H12</del> <u>11</u>	100 points; (100 points maximum)	For attendance at the CRC Workshop by incoming Chapter Historian
<del>H13</del> <u>12</u>	50 points; (50 points maximum)	<del>For completing chapter historians unable to attend CRC, review the ASHRAE Historian Workshop Template Power Point at the CRC, or at the start of the new ASHRAE Society year on July 1 and by October 1.</del>
<del>H14</del> <u>13</u>	25 points; (100 points maximum)	For each Membership Promotion, YEA, or Student Activities event planned with a representative from the chapter Historical Committee to add a historical context to the event.
<del>H15</del>	<del>100 points; (100 points maximum)</del>	<del>For chapter historian participating in new historical-based activities unique to the Region or Society; chapter needs to have Regional Historian's prior approval for this activity to qualify</del>
<del>H16</del>	<del>100 points; (no maximum)</del>	<del>For each leadership recall interview, as defined by the Regional and Chapter's Historians' guide; copy must be submitted to RVC by June 30</del>

### HISTORICAL CATEGORY 2025-26 PAOE

H1714	50 – 100 points; (100 points maximum)	For planning/goal setting session with Regional Historian, including the preparation and submission of the respective Chapter's Historical MBOs by November 1
H1815	10 – 100 points; (100 points maximum)	For achieving goals established in goal-setting session with Regional Historian ( <i>points assigned by Regional Historian by June 30</i> )

## MEMBERSHIP PROMOTION CATEGORY 2025-26 PAOE

**MINIMUM: 1000 800 POINTS**

**PAR: 1600 1400 POINTS**

\*All end of the year reports are run on July 2<sup>nd</sup> or the next business day for the June 30 results

### Efficient use of volunteers' time:

MP1	25 points per month; (300 points maximum)	If Society membership delinquencies in chapter are 5% or less of total Chapter Area Assigned Members at the end of each month
MP21	200 points; (600 points maximum)	For specific <u>each</u> organized <u>specific</u> MP event (e.g., member bring a member, recruitment/retention calling-campaigns, presentations to promote membership, visit to employers). <u>At a minimum, this is to include an MP presentation and be advertised ahead of the event. Examples of MP events include, but not limited to: Member bring a Member, Employer Recognition, Principal Night, etc.</u>
MP3	100 points; (300 points maximum)	For each separate social event, separate from events under MP2, with a membership promotion or appreciation component
MP4	25 points; (250 points maximum)	For each 10% of total new members retained (dues paid second and third year)
MP5	50 points per member; (300 points maximum)	For each member who rejoins or is reinstated after being cancelled
MP62	10 points; (100 points maximum)	For recognition of new members and advancements at each chapter meeting
MP73	10 points; (150 points maximum per year)	For each non-member invited and who attends a chapter meeting (10 points for each individual)
MP84	50 points; (50 points maximum)	If MP chapter committee chair and chapter officers are comprised of individuals that report 3 or more different industry classifications
MP9	100 points; (100 points maximum)	If MP committee is comprised of at least one YEA or female member
MP10	150 points; (300 points maximum)	If Chapter hosts an employer recognition program or presentation at a Chapter meeting that awards/recognizes employers who support ASHRAE membership by paying membership dues
MP11	100 points; (100 points maximum)	For establishing and maintaining a chapter Diversity, Equity, and Inclusion committee with a member serving as chair

### RVC Assigns/Enters or Chapter Officer may enter the following points:

MP12	50 points; (no maximum points)	50 points per 0.5% growth in membership at the end of fiscal year above starting point
MP135	100 points; (100 points maximum)	For the incoming Chapter Membership Promotion MP committee chair or co-chair attending the MP CRC workshop
MP146	50-100 points; (100 points maximum)	For the incoming Chapter Membership Promotion MP committee chair or co-chair attending the MP centralized training (100 points for in-person CT and 50 points for virtual CT).
MP15	50 points; (100 points maximum)	If Chair or Co-Chair have been on the committee for 2 years or more
MP167	50-100 points; (100 points maximum)	For planning and goal setting session with RVC and chapter MP committee members
MP8	50 points; (300 points maximum)	For every meeting with RVC through the year
MP179	10 – 100 points; (100 points maximum)	For achieving goals established in goal-setting session with RVC (points assigned by RVC by June 30)
MP18	25 points; (100 points maximum)	If Membership Promotion Committee size is 5 or 3% of chapter members (whichever is less as of June 30*) with dedicated committee members serving as the Recruitment Chair, and/or Retention Chair
MP19	50 points; (100 points maximum)	Performing a Society issued survey exercise during a Chapter event.

### Automatically Assigned Points

MP1210	50 points; (no maximum points)	50 points per For each 0.5% growth in membership at the end of fiscal year above starting point (calculated from number of paid and unpaid members at the start and end of the year, not including students).
MP111	25 points per month; (300 points maximum)	If Society membership delinquencies in chapter are 5% or less of total Chapter Area Assigned Members at the end of each month
MP412	25 points; (250 points maximum)	For each 10% of total new members retained (dues paid second and third year)

### MEMBERSHIP PROMOTION CATEGORY 2025-26 PAOE

MP <u>513</u>	50 points per member; (300 points maximum)	For each member who rejoins or is reinstated after being cancelled
---------------	--	--

**MEMBERSHIP PROMOTION CATEGORY 2025-26 PAOE**

op

**RP CATEGORY 2024-25 PAOE (STAFF ASSIGNS POINTS)**

<b>MINIMUM: 800 POINTS</b>		<b>PAR: 1050 POINTS</b>
<b>Efficient use of volunteers' time:</b>		
<b>GOAL:</b> Contributions considered towards a chapter Goal/ include gifts to ASHRAE, YEA ASHRAE Learning Institute, ASHRAE Research, and Scholarships held by the ASHRAE Foundation. <b>EXCEPTIONS:</b> Foundation gifts made as part of routine ongoing Foundation Solicitations. A Chapter's Goal shall be set by each Region's DRC.		
<b>Option 1:</b>		
RP1	10 points; (1000 points maximum)	Earned by a chapter for each 1% of <i>Goal</i> attained – (100% of <i>Goal</i> ) <b>OR</b>
<b>Option 2:</b>		
RP2	10 points	Earned for each dollar per area assigned member attained
RP3	20 additional points; (3000 points max)	For each dollar per area assigned member collected above the Society dollar per member Goal of <b>\$75</b>
RP4	15 points; (15 points maximum)	For Volunteer Committee Worksheet completed by <i>October 15</i> and sent to RVC and Staff. A minimum of 3 additional chapter members should comprise the RP Volunteer Committee
RP5	25 points; (25 points maximum)	For formal recognition of all Honor Roll level contributors from the prior year's campaign before December 31 <i>(Note: Recognition items must be ordered from headquarters by September 1 to qualify)</i>
RP6	100 points; (100 points maximum)	For Chapter Full Circle Award ( <i>by November 15</i> ) ; (emerging economies to pay \$50 per officer to achieve Full Circle)
RP7	10 points	Per Chapter BOG member who contributes at the Full Circle level <i>by November 15</i> , helping the Chapter achieve "Full Circle Plus." These points are only given if the Chapter completes the Chapter Full Circle.
RP8	100 points; (200 points maximum)	100 points for meeting or exceeding 30% of Goal <i>by December 1</i> ; 100 points for meeting or exceeding 60% of Goal <i>by March 31</i>
RP9	25 points; (50 points maximum)	For the RP promotional chapter meeting held <i>after December 31</i> ( <i>Note: 25 points for RP promotion and 25 points for promotion of Research/RAC</i> )
RP10	100 points; (100 points maximum)	For workshop attendance by current RP chair or RP co-chair (as listed on chapter roster) at an RP Committee approved RP training workshop
RP11	100 points; (100 points maximum)	For attendance by the current RP Chair or RP co-chair (as listed on chapter roster) at the CRCs minimum 2 hour RP workshop if Centralized Training is also attended
RP12	50 points; (50 points maximum)	For meeting or exceeding scholarship Professional Development goal ( <i>by March 31</i> )
RP13	100 points (100 points maximum)	For a succession plan for RP chair submitted to RP Staff and RVC by April 1. Outgoing RP Chair to include the Succession Planning Training Template in the succession plan.
RP14	500 points; (500 points maximum)	For chapters who have reached goal (based on receipts at headquarters) <i>by June 15</i>
RP15	300 points; (300 points maximum)	For reaching Challenge Goal (105% of <i>High Five</i> or 120% Goal)
RP16	250 points	For each new Golden Circle level or higher investment acquired and credited to the chapter (as determined by the RVC & RP ExCom guidelines).
RP17	200 points; (200 points maximum)	Apex Award
RP18	150 points	For each renewed Golden Circle or higher investment acquired and credited to the chapter (as determined by the RVC & RP ExCom guidelines)
RP19	100 points	For new <i>High Five</i> level of contributions
RP20	50 points (no maximum)	Per Special Event held by a Chapter where over 75% of profits are donated to the RP Campaign. ( <i>To qualify as a Special Event profits must meet or exceed \$500 for in-person events; \$100 for virtual events.</i> ) ( <i>For emerging economies to qualify, Special Event profits must meet or exceed \$250 for in-person events; virtual events do not qualify.</i> )
RP21	50 points (no maximum)	For each endowed contribution (\$1,000 minimum)

**RP CATEGORY 2024-25 PAOE (STAFF ASSIGNS POINTS)**

RP22	10 points (no maximum)	Per \$ per/member for chapters who meet or exceed \$50 per/member and reach or exceed Goal (\$25 per/member for emerging economies)
RP23	200 points; (200 points maximum)	For meeting or exceeding 60% of goal by March 31
RP24	50 points (200 points maximum)	Per 10% growth in number of donors at the end of fiscal year above starting point. Add additional points for first time donors and those who have not donated in the last three years.
RP25	10% - 100 points; 15% - 150 points; 20% - 200 points	For chapters that receive donations from 10% or more of their area assigned members.
RP26	50 points; (50 points maximum)	For communicating current list of research projects in your region via chapter website, newsletter, social media, or other form of communication
RP27	15 points; (100 points maximum)	For chapters that conduct an RP announcement at a chapter meeting. This announcement should follow a template: campaign update, thank donors, announce upcoming events.

ALL RP POINTS ARE ENTERED BY ASHRAE STAFF. SEE THE 2023-2024 PAOE NEWSLETTER FOR RP CRITERIA.  
SEE PAOE POINT SUMMARY REPORT ON WEBSITE OR RP TRAINING MANUAL FOR RP YEAR-TO-DATE POINTS.  
The RP Report is sent to the Chapter RP Chair at the end of each month and to the Chapter Presidents four times during the campaign (December, March, May and July).

## STUDENT ACTIVITIES CATEGORY 2024-25 PAOE

<b>MINIMUM: 500 POINTS</b>		<b>PAR: 800 POINTS</b>
<b>Presidential Initiatives:</b>		
SA1	10 points; (500 points maximum)	For each student attending a Chapter Program or Technical Tour in alignment with the current <b>Society Theme</b> .
SA2	100 points; (500 points maximum)	For each Chapter Program presented by a student member and in alignment with the current <b>Society Theme</b> .
SA3	25 bonus points	If a K 12 activity is promoting diversity, equity, and inclusion in engineering
SA4	25 bonus points	If a post high activity is promoting diversity, equity, and inclusion in engineering
<b>K-12/STEM Activities</b>		
SA5	50 points; (add any bonus points)	For each K-12/STEM Activity. Then, add any bonus points; 50 bonus points if chapter member plans the K-12 event
SA5.1	25 bonus points	If the activity is held jointly with another organization (i.e. Boy Scouts, Girl Scouts, NAWIC, AIA, ACE Mentorship, etc.)
SA5.2	25 bonus points	For each National Engineers' Week activity or equivalent non US activity
SA5.3	10 bonus points; (100 points maximum)	If a K 12/STEM activity uses ASHRAE Resources such as the STEM Kits or the ASHRAE Children's book
SA5.4	50 points; (300 points maximum)	For each ASHRAE 3D High School Modeling Competition entered
<b>Post-High Activities</b>		<b>STUDENT MEMBERSHIP:</b>

SA6.4	50 points; (50 points maximum)	For tracking student members permanent contact information (cell phone, personal email, LinkedIn, etc.) <b>and promoting student members to use their personal email for their ASHRAE accounts.</b>
<b>GENERAL STUDENT ACTIVITIES:</b>		
SA6.5	100 points; (no maximum)	For each High School Design Competition, bEQ, AEC or Student Paper entered
SA6.6	50 points; (no maximum)	For each National Engineers' Week activity or equivalent non US activity
SA6.7	25 points; (25 points maximum)	For promoting Society or Regional level scholarships to Student Branch Advisors and/or students through e-mail, social media or in person
SA6.8	50 points; (200 points maximum)	For each student that submits an application for a Society level scholarship
SA6.10	10 points; (100 points maximum)	For each student member that attends a local chapter meeting
SA6.11	5 points; (50 points maximum)	For each student member that attends a regional ASHRAE meeting or CRC

<b>CHAPTER MEMBER ENGAGEMENT IN STUDENT ACTIVITIES:</b>		
SA6.13	25 points; (200 points maximum)	For each post high school activity in which one or more chapter member participates, excluding Student Branch Advisor participation.
SA6.14	<b>20 100</b> points; ( <b>40 200</b> points maximum)	For each meeting between a chapter member and a faculty of engineering college or tech school for the purpose of establishing a student branch
SA6.15	25 points; (50 points maximum)	For each chapter activity with student branch (e.g. Student Night meetings, technical programs, technical tours)
SA6.16	25 points; (25 points maximum)	For any chapter member mentoring a team (e.g. ASHRAE Grant or Design Competition) excluding Student Branch Advisors.

## STUDENT ACTIVITIES CATEGORY 2024-25 PAOE

SA6.17	25 points; (200 points maximum)	For each ASHRAE Student member, enrolled in engineering college, undergraduate or tech school, that is placed in an ASHRAE related summer intern job or part time job during school semester by an ASHRAE member
SA6.18	10 points; (50 points maximum)	For promoting undergraduate equipment grants to Student Branch Advisors and/or students through e-mail, social media or in person
<b>RVC Assigns/Enters the following points:</b>		
		<b>TRAINING:</b>
SA7.1	100 points; (100 points maximum)	For the incoming Chapter Student Activities committee chair attending the SA Centralized Training
SA7.2	100 points; (100 points maximum)	For the incoming Chapter Student Activities committee chair attending the SA CRC workshop
SA8	50-100 points; (100 points maximum)	For planning/goal setting session with RVC ( <i>points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later</i> )
SA9	10-100 points; (100 points maximum)	For achieving goals established in goal setting session with RVC ( <i>points assigned by RVC by June 30</i> )
SA10	100 bonus points	For obtaining PAR by April 30
		<b>AWARDS:</b>
SA11	100 points; (no maximum)	For each award nomination: Student Activities Achievement Award (due December 31 <sup>st</sup> each year), Youth Outreach award (due December 31 <sup>st</sup> each year) and Student Branch Advisor of the Year (due June 10 <sup>th</sup> each year)
SA12	100 bonus points	If all chapter officers + K-12 STEM Champion (or SA chair) participate in a K-12/STEM activity (this qualifies for the K-12/STEM leadership award)
<b>Automatically Assigned Points</b>		
SA6.1	50 points; (50 points maximum)	If net student membership as of April 1 for the chapter exceeds that of previous year
SA6.2	10 points; (500 points)	For each current student member that renews their ASHRAE student membership
SA6.3	50 points; (no maximum)	For each student member that transfers from student member to Associate member via SmartStart
SA6.9	25 points; (no maximum)	For each student member attending the Winter Conference Student Program; 25 bonus points for any student outside of the continental United States.
SA6.12	100 points; (no maximum)	For establishing a new student branch or reactivating an inactive student branch

## YOUNG ENGINEERS IN ASHRAE CATEGORY 2024-25 PAOE

MINIMUM: 300 POINTS		PAR: 900 POINTS
<b>Presidential Initiatives:</b>		
YEA1	100 points; (500 points maximum)	For each Chapter Program presentation by a YEA member in alignment with the current <b>Society Theme</b> .
<b>Membership:</b>		
YEA3	25 points (200 points maximum)	For any YEA member involved with a Membership Promotion program or event
<b>Technical Committees:</b>		
YEA7	200 points; (no maximum)	For each YEA member who did a Technical presentation at a CRC, Winter, Annual or Topical Conference
<b>Historical Activities:</b>		
YEA8	25 points (50 points maximum)	For a local Chapter Historical activity performed by a YEA member
<b>YEA Program Attendance:</b>		
YEA10	50 points; (150 points maximum)	For each YEA member who attends a YEA webinar sponsored by the Society YEA Committee
YEA11	50 points for nomination; (200 points maximum)	Applying for the YEA scholarship for the HVAC Design course <a href="https://www.ashrae.org/communities/young-engineers-in-ashrae-yea/yea-events-and-programs/yea-scholarship-for-hvac-design-essentials-training">https://www.ashrae.org/communities/young-engineers-in-ashrae-yea/yea-events-and-programs/yea-scholarship-for-hvac-design-essentials-training</a>
YEA12	100 points; (300 points maximum)	YEA member attendance at an in person or virtual HVAC Design course (including applying for the YEA scholarship for the class)
<b>Awards and Submission Activities:</b>		
YEA13	50 points; (200 points maximum)	For each nomination for any Society-level YEA Award: Developing Leader, Award of Individual Excellence – Professional Development, Award of Individual Excellence – Personal Development, Award of Individual Excellence – Outreach
<b>Meetings, Presentations or Events:</b>		
YEA14	50 points; (100 points maximum)	For each YEA event at chapter meeting or separate organized YEA event
YEA15	50 points; (100 points maximum)	For each YEA activity outside of a chapter meeting that also includes a technical component, i.e., presentation, panel discussion, technical tour, etc.
YEA16	50 points; (100 points maximum)	Joint event with your professional or new professional affinity group within another society (i.e., CIBSE, YEN, AIA Emerging Professionals)
YEA17	25 points; (100 points maximum)	YCC presents on YEA programs similar to CRC workshop presentation at chapter event
YEA18	100 points (100 points maximum)	YEA hosted work placement or job fair to increase student retention
YEA19	250 points (250 points maximum)	For an event hosted by the Chapter YEA Committee with Diversity, Equity, and inclusion awareness or training
YEA20	50 points (50 points maximum)	20% of YEA Members at a single event
YEA21	150 points (150 points maximum)	40% of YEA Members at a single event (Single event cannot count for both this PAOE and PAOE YEA20)
YEA22	300 points; (300 points maximum)	60% of YEA Members at a single event (Single event cannot count for both this PAOE and PAOE YEA20 and YEA21)
<b>Chapter Operations and Activities:</b>		

## YOUNG ENGINEERS IN ASHRAE CATEGORY 2024-25 PAOE

<b>Student Activities:</b>		
YEA26	25 points (200 points maximum)	For each YEA member involved with a Student Activity program or event
YEA27	50 points (100points maximum)	For each presentation about the Young Engineers in ASHRAE (YEA) program to student members
<b>RVC Assigns/Enters the following points:</b>		
YEA28	100 points; (100 points maximum)	For the incoming Chapter YEA committee chair or co-chair attending the YEA CRC workshop and participating at the CRC
YEA29	50 points; (50 points maximum)	For a YEA Chapter Chair issuing a set of MBOs to YEA Regional Vice Chair
<b>Automatically Assigned Points</b>		
YEA2	25 points; (200 points maximum)	For each new member who qualifies as YEA (who were not student transfers)
YEA4	200 points; (200 maximum)	For increasing YEA membership over the Society year by 5%
YEA5	50 points; (300 points maximum)	For each YEA member who is a provisional corresponding member or corresponding member of an ASHRAE TC (points per YEA member, not per committee)
YEA6	100 points; (500 points maximum)	For each YEA member who is a voting member of an ASHRAE TC, TRG, MTG, *RP, SPC, SSPC, GPS or SGPC (VM or NVM) (*RP = Research Project) (Participation can be verified from the ASHRAE Committee Participation by Region Report which can be provided by each DRC. Points per YEA member, not per committee)
YEA9	200 points; (600 points maximum)	For each YEA member who attends in person YEA Leadership Weekend, YEA Leadership International, YEA Leadership 2.0, Leadership U or LeaDRS program during the Society year
YEA23	50 points; (150 points maximum)	For each chapter officer or board of governors member who is a YEA member (BOG position must appear on CIQ)
YEA24	50 points; (150 points maximum)	For each YEA member assigned to a Chair position
YEA25	25 points; (100 points maximum)	For each YEA member assigned to a committee position to provide YEA ideas and participation

REG	Chapter	CO1	CO2	CO3	CO4	CO5	CO6	Total (700 min)
I	Bi-State							
	Boston							
	Buffalo							
	Central New York							
	Champlain Valley							
	Connecticut							
	Granite State							
	Long Island							
	Maine							
	New Jersey							
	New York City							
	Northeast							
	Rhode Island							
	Rochester							
	Twin Tiers							
II	Halifax							
	Hamilton							
	London (Canada)							
	Montreal							
	NB/PEI							
	Ottawa Valley							
	Quebec							
	Toronto							
	Windsor							
III	Anthracite							
	Baltimore							
	Central Pennsylvania							
	Hampton Roads							
	Johnstown							
	Lehigh Valley							
	National Capital							
	Philadelphia							
	Pittsburgh							
	Richmond							
	Roanoke							
IV	Atlanta							
	Charleston							
	Greenville							
	North Piedmont							
	South Carolina							
	Southern Piedmont							
	Triangle							

V Akron/Canton  
Central Indiana  
Cincinnati  
Cleveland  
Columbus  
Dayton  
Detroit  
Evansville  
Fort Wayne  
Northern Indiana  
Toledo  
Western Michigan

VI Cedar Valley  
Central Illinois  
Illinois  
Iowa  
La Crosse Area  
Madison  
Minnesota  
Mississippi Valley  
Northeast Wisconsin  
St Louis  
Wisconsin

VII Baton Rouge  
Birmingham  
Bluegrass  
East Tennessee  
Louisville  
Memphis  
Mississippi  
Mobile  
Nashville  
New Orleans  
North Alabama  
Northwest Florida  
Tennessee Valley  
West Virginia

VIII Alamo  
Arkansas  
Austin  
Central Oklahoma  
Dallas  
East Texas  
Fort Worth

Guadalajara  
Houston  
Mexico City  
Monterrey  
Northeastern Oklahoma  
Northwest Arkansas  
South Texas  
West Texas

IX Big Sky  
Black Hills Area  
El Paso  
Idaho  
Kansas City  
Nebraska  
New Mexico  
Ozarks  
Pikes Peak  
Rocky Mountain  
South Dakota  
Utah  
Wichita

X Central Arizona  
Golden Gate  
Hawaii  
Northern Nevada  
Orange Empire  
Sacramento Valley  
San Diego  
San Joaquin  
San Jose  
Sierra Delta  
Southern California  
Southern Nevada  
Tri County  
Tucson

XI Alaska  
British Columbia  
Inland Empire  
Manitoba  
Northern Alberta  
Oregon  
Puget Sound  
Regina  
Saskatoon

Southern Alberta  
Vancouver Island

XII Argentina  
ASHRAE Caricom  
Brasil  
Central Florida  
Chile  
Colombia  
Ecuador  
Florida West Coast  
Gold Coast  
Jacksonville  
Miami  
Paraguay  
Peru  
Puerto Rico  
South Brazil  
Southwest Florida

XIII Hong Kong  
Indonesia  
Japan  
Macao  
Malaysia  
Philippines  
Singapore  
South Korea  
Taiwan  
Thailand

XIV ASHRAE UK  
Cyprus  
Danube  
Hellenic  
Ireland  
Israeli  
Portugal  
Spain

XV ASHRAE Bangalore  
ASHRAE Deccan  
ASHRAE Mumbai  
Bangladesh  
Chandigarh  
Chennai  
East India

India  
Pune  
Rajasthan  
Sri Lankan  
Western India

RAL Alexandria  
ASHRAE Falcon  
ASHRAE Nigeria  
Bahrain  
Cairo  
Central Pakistan  
Faisalabad  
Ghana  
Jordan  
Kuwait  
Lebanese  
Libya  
Northern Pakistan  
Oman  
Pakistan  
Pyramids  
Qatar Oryx  
Saudi Arabia  
South Africa  
Sudan  
Turkish



## COMMUNICATIONS COMMITTEE

Report to Members Council

From Meeting of February 8, 2025

<u>Members Present</u>	<u>Members Absent</u>	<u>Guests</u>	<u>Staff</u>
<u>Daniel Bourque, Chair</u>	Kinga Hydras	Andrei Burlacu	Joslyn Ratcliff
<u>Thursten Simonsen, Vice Chair*</u>	Bill McQuade, CO	Aaron Bessling	
<u>Sandeep Mendiratta</u>		Andrea Russell	
<u>Franco D'Atri</u>		Cheng Leong	
<u>Brad White</u>		Daniel Chudecke	
<u>Jeanette Hay</u>		David Roberts*	
<u>Niss Feiner</u>		Dunstan McCauley	
<u>Jim Arnold, BOD, Ex-o</u>		Farhan Mehboob	
		Gursaran D (GD)	
		Mathur	
		Julia Timberman	
		Lucas Roy	
		Marco Buoni	
		Mark Miller	
		Mohamed Faizal*	
		Mohammed Murtaza*	
		Yuchen Zhang	

\*Virtual Attendee

### Motions

Communications Committee recommends to Members Council to recommend approval of \$2,200 for the Communications Committee budget for FY 2025 / SY 2024-25 to be used to update the WordPress theme the committee makes available for ASHRAE Chapter websites.

**BACKGROUND:** The theme was originally created in 2021 and the 2025 updates are to enhance the theme as a result of feedback from users and to continue to align with the vision of the committee. Thirty-one ASHRAE chapters have requested a copy of the theme. Sixteen chapters and 3 regions are currently using the theme.

**STAFF IMPACT:** Minimal to update budget.

**FISCAL IMPACT:** \$2,200

### Status of Referred Motions

Motion: Communications Committee suggests Members Council moves to approve Fall 2024 CRC Motion, Region VII Bluegrass Chapter – Motion 24-7-1 (July 27, 2024) 2023: Communication Committee to provide virtual training to Chapter Communication Committee Chairs.

**Answer:** Communications Committee discussed and supports virtual training for Communications Chairs.

**Status:** Communications Committee has explored a draft curriculum for virtual training based on the committee's virtual Office Hours.

**Vote:** 7-0-0, CV

**Comments:** None

Motion: Communications Committee suggests Members Council moves to defer Fall 2024 CRC Motion, Region-at-Large ASHRAE Falcon Chapter – Motion 24-RAL-1 (October 7, 2024): Designate the

**Communications as a Grassroots Committee and grant the same standing, privileges, and responsibilities as other Grassroots Committees**

Answer: Background information in the motion points to a lack of training for Chapter Communication Chairs. Communications Committee is currently evaluating available training options to address the gap. Communications Committee research shows there is a significantly larger number of unfilled Communications Chair positions than Chair positions of grassroots committees.

Status: Deferred until ad hoc recommendation.

Vote: No vote due to the motion being deferred, however the committee was in agreement with action proposed.

Comments: The committee currently has an MBO regarding training options and is looking into these as a result of Fall 2024 CRC Motion, Region VII Bluegrass Chapter – Motion 24-7-1. An ad hoc was created at the Orlando Winter Meeting to investigate this motion further and inform Communications Committee in order to report a recommendation at the Phoenix Annual Conference.

Additionally, Communications Committee is reviewing documents where Communications is listed as “optional” to discuss the feasibility and potential outcomes of removing “optional” from the references.

**Information Items**

1. Communications Committee held, discussed and finalized recommendations based on three separate Working Group meetings for 2025-2026 PAOE.  
**Attachment A.**
2. Communications Committee discussed information from meeting with other committees (YEA, MP, Publications, and RP).
3. The Committee discussed and finalized recommendations per MBOs suggested to the committee from Members Council:

*Communications Committee MBO B: All Standing committees should have an action to provide input to the Membership Promotion Committee on alternative methods for promoting the value and benefits of employee participation in ASHRAE and to encourage sponsorship and support for their employees by end of Q2.*

The committee will provide this information directly to the Membership Promotion Committee.

*Communications Committee MBO C: All Standing Committees of Member Council should include an MBO that identifies and recommends additional ways of promoting inclusion and fostering community and networking within ASHRAE in general, and within their function specifically, by the end of Q4.*

**Attachment B.**

4. The Committee reviewed its budget per the MBO suggested to the committee from Members Council and provided the projections to the Planning Subcommittee of Members Council.

*In support of the Members Council Planning Subcommittee’s MBO to prepare a 2-year fiscal plan, all reporting committees should include their own MBO to review their programs, budget and expenses and make recommendations to the Planning Subcommittee by the Winter Meeting.*

**Attachment C.**

**MBO Update**

[MBO updates for 2024-25 are available in the Master Tracking Spreadsheet on Basecamp/OneDrive.](#)

**Attachments**

[Attachment A – 2025-2026 PAOE Suggestions](#)

[Attachment B – Recommendations per MBOs suggested to the committee from Members Council](#)

[Attachment C – Budget Suggestions](#)

Respectfully Submitted,

Daniel Bourque  
2024-2025 Communications Committee Chair

JM:db

## ATTACHMENT A

MINIMUM: 300 POINTS / PAR: 700 POINTS		
<b>Presidential Initiatives:</b>		
CC1	25 points; (25 points maximum)	For posting a narrative and link for the current ASHRAE <b>Society Theme</b> on the chapter website
CC2	5 points; (100 points maximum)	For each chapter social media posting, with photo, supporting the current ASHRAE <b>Society Theme</b>
CC3	50 points; (no maximum <b>200 points</b> )	For each chapter member who is interviewed on a broadcast media regarding ASHRAE For a chapter member or chapter event that is featured through broadcast media, podcast, video, or written articles that feature ASHRAE.
CC4	50 points; (no maximum)	For each podcast of at least 10 minutes with a chapter member who is <b>50 years or older</b> <b>has 15+ years tenure in ASHRAE</b> , is a Fellow ASHRAE member, or is a Life Member
CC5	50 points each; (no maximum)	For each presentation/podcast/panel discussion between two individuals, one involved in grassroots and the other technical, sharing why people should be involved in both aspects of ASHRAE
<b>Efficient use of volunteers' time:</b>		
		<b>WEBSITE:</b>
CC6.1	50 points; (50 points maximum)	For updating the chapter website with current officer information by October 1
CC6.2	50 points; (50 points maximum)	For updating the chapter website with chapter program schedule for the year by October 1
CC6.3	50 points; (50 points maximum)	For listing a contact email address on the chapter's website in an obvious location, such as the footer or a Contact page
CC6.4	20 points; ( <b>200 240</b> points maximum)	For each month that updated information, news, or images are posted to the chapter's homepage. Excludes posting the chapter newsletter or social media widgets
CC6.5	10 points; ( <b>400 120</b> points maximum)	For posting a monthly newsletter to the website within 15 days of publishing
CC6.6	10 points; (50 points maximum)	For promotion of Society events, certifications, or products on the chapter website using the materials available in Marketing Central at ASHRAE.org
CC6.7	50 points	For posting a summary of the previous years notable historical events and activities by October 1 on the chapter website
CC15 CC6.8	50 points; (50 points maximum)	For listing Disclaimer on homepage as specifically listed in the current ASHRAE Web Policy document with www.ashrae.org address linked to the Society homepage. The disclaimer is as follows: This web site is maintained by the (name of Chapter, Section or Student Branch) of ASHRAE. It does not present official positions of the Society nor reflect Society policy. ASHRAE chapters may not act for the Society and the information presented here has not had Society review. To learn more about ASHRAE activities on an international level, contact the ASHRAE home page at <a href="http://www.ashrae.org">http://www.ashrae.org</a> ."
		<b>SOCIAL MEDIA:</b>

CC7.1	50 <del>10</del> points; (50 points maximum)	For a chapter social media channel with more than 100 followers <del>10 points per +10% growth per Social Media Channel compared to previous year</del>
CC7.2	20 points; (200 <del>240</del> points maximum)	For each month there is at least one post featuring an event photo from the last 30 days (20 points per month)
CC7.3	10 points; (100 points maximum)	For public posts that tag or mention Society accounts in the post message
CC7.4	10 points per post; (50 points maximum)	For public post that uses the hashtag #myashrae
CC7.5	25 points; (no maximum)	For each social media post where a member illustrates how certification has helped their career
CC7.6	10 points; (100 points maximum)	For each post on chapter's social media forum by a chapter member who is <del>50 years or older</del> <del>has 15+ years tenure in ASHRAE, is a Fellow ASHRAE member, or is a Life Member</del>
		<b>COLLABORATION TOOLS:</b>
CC8.1	100 points; (100 points maximum)	For using Society-provided Basecamp tool for chapter leadership business in place of other digital collaboration tools (email, GoogleDrive, Box, DropBox, etc.)
CC8.2	20 10 points; (100 points maximum)	For adding every month the chapter meeting agenda and minutes to Basecamp
		<b>EMAIL DISTRIBUTION:</b>
CC9.1	20 points per month; (200 240 points maximum)	For distributing a chapter newsletter via email on a monthly basis
CC9.2	10 points; (200 points maximum)	For distributing an announcement that prominently features an upcoming event that is distributed via email at least 2 weeks prior to the event
CC9.3	25 points; (100 125 points maximum)	For promotion of Society events, certifications, or products in chapter emails or newsletters using the materials available in Marketing Central at ASHRAE.org
		<b>KNOWLEDGE TRANSFER:</b>
CC10.1	100 points; (100 points maximum)	For creating or updating a procedural document or instructional video for chapter communications, such as instructions on updating the chapter website, and sharing with RCC
CC10.2	100 points; (100 points maximum)	For holding a transition meeting with the incoming chapter Communications Chair by June 1st
CC10.3	50 points; (100 points maximum)	For each chapter communications chair, webmaster, or newsletter editor serving 2 years or more in position
		<b>VIRTUAL:</b>
CC11	50 25 points; (50 100 points maximum)	For offering and implementing a hybrid option to the chapter members to attend the chapter meetings virtually (points per hybrid meeting held)

**RCC Assigns/Enters the following points:**

CC12	100 points; (100 points maximum)	For Chapter Communications Chair who attends the CRC Communications workshop
CC13	100 points; (150 points maximum)	For planning/goal setting session with RCC by October 1 or 2 weeks after the CRC, whichever is later (50 point bonus if planning/ goal setting session takes place during CRC)
CC14	100 points; (100 points maximum)	For achieving goals established in goal-setting session with RCC

# Proposal: Promoting ASHRAE Membership through Personal Stories and Multilingual Interviews

## **1. Purpose and Objectives**

This proposal outlines a strategy to address ASHRAE Management by Objective (MBO) B and C. The goal is to promote the value and benefits of employee participation in ASHRAE by sharing personal stories of members. Additionally, this initiative aims to foster inclusion, community, and networking within ASHRAE by conducting interviews in the speakers' native languages.

**MBO B - All Standing committees should have an action to provide input to the Membership Promotion Committee on alternative methods for promoting the value and benefits of employee participation in ASHRAE and to encourage sponsorship and support for their employees by end of Q2.**

**MBO C - All Standing Committees of Member Council should include an MBO that identifies and recommends additional ways of promoting inclusion and fostering community and networking within ASHRAE in general, and within their function specifically, by the end of Q4.**

## **2. Approach**

The approach involves conducting a 30 second interview with ASHRAE members. Each interview will focus on the following key areas:

- Personal and professional benefits gained from ASHRAE membership.
- The impact of employer support on their participation.
- The importance of diversity, inclusion, and networking within ASHRAE.

To promote inclusion and global sharing, interviews will be conducted in the speakers' native languages, with subtitles provided for broader dissemination.

## **3. Implementation Plan**

The implementation plan includes the following steps:

1. Identify and invite ASHRAE members from various regions to participate in the interviews.
2. Prepare a standardized set of questions to guide the interviews.
3. Conduct interviews in the speakers' native languages.
4. Translate and subtitle the interviews for global sharing.
5. Compile the final video clips and distribute them through ASHRAE's regional and global communication channels.

## **4. Key Messages**

The key messages of this initiative are:

- ASHRAE membership provides significant personal and professional development

opportunities.

- Employer support for employee participation in ASHRAE leads to enhanced skills and networking opportunities.
- Diversity and inclusion are crucial for ASHRAE's success, fostering a sense of global community.
- Sharing stories in native languages promotes cultural inclusivity and better engagement.

## **5. Expected Outcomes**

The expected outcomes of this initiative include:

- Increased employer awareness of the benefits of supporting ASHRAE participation.
- Enhanced member engagement through personal and relatable stories.
- Greater inclusivity and representation within ASHRAE.
- Strengthened sense of global community through multilingual content.

## **6. Timeline**

Proposed Timeline for the Initiative:

- Month 1-2: Identify participants, prepare interview questions, and begin conducting interviews.
- Month 3-4: Complete interviews, translate and subtitle content, and finalize video clips.
- End of Month 4: Share the final videos through ASHRAE's regional and global communication channels.

## **7. Deliverables**

The final deliverables for this initiative are:

- A set of short, multilingual video clips highlighting ASHRAE member stories.
- Subtitled versions of the videos for global sharing.
- A summary report on the initiative's outcomes, including feedback from participants.

## **8. Proposed Questions for Interviews**

The following questions are designed to elicit personal stories, highlight professional growth, and emphasize the importance of employer support, inclusion, and networking within ASHRAE:

1. What inspired you to join ASHRAE, and how has it impacted your personal and professional life?
2. How has ASHRAE helped you build valuable connections in the industry and beyond?
3. What skills or experiences have you gained through ASHRAE that contributed to your success at work?
4. How has your employer supported your involvement in ASHRAE, and what would you say to other employers about its benefits?
5. Why do you believe diversity and inclusion are important for ASHRAE's growth and success?
6. What's one personal or professional achievement you're proud of that wouldn't have been possible without ASHRAE?

## Attachment C

Communications Program Expenses FY25 acct / Description	DRAFT DRAFT			Notes
	Budget	Budget	Budget	
EXPENSES:	FY 2025	FY26	FY27	
6622-2-209-000000-00 Trvl Committee-General Fund-Communicat- Exclusive-	6.0	6.18	6.365	Communications Committee Travel to W&A
6694-2-209-000000-00 Trvl Staff-General Fund-Communications-Exclusive-	1.5	1.545	1.591	Staff Liaison Travel to W&A Conferences
8477-2-209-000000-00 Outside Other Serv-General F-Communica-Exclusive-	3.3	3.3	3.4	Reflects Basecamp Annual Fees. WordPress Template Updates in 25, Wix Template Update in 26, Maintenance in 26-27
<b>Account Codes TBD by ASHRAE Society   Funds requested by Communications Committee</b>	<b>2.2</b>	1.0	0.5	
<b>TOTAL EXPENSES</b>	<b>10.8</b>	<b>11.0</b>	<b>11.4</b>	

Yellow cells are projections that will be submitted to Members Council via an information item in the Communications Committee Winter Conference Report to Members Council.

Light blue cell is a request for funding in FY 2025. Communications Committee will make a motion to formally request these funds in Orlando.

## CONFERENCES AND EXPOSITIONS COMMITTEE

Report to Members Council

From Meeting of February 8, 2025

### **Members Present**

Maggie Moninski, Chair  
Kristen Cetin Vice Chair  
Atilla Biyikoglu  
Aaron Boranian  
Craig Bradshaw  
Kevin Brown  
Robin Bryant  
Cindy Callaway  
Joe Chow  
Jon Cohen  
Suzanne LeViseur  
Jim Liston  
Stephanie Mages  
Erik Sanchez  
Som Shrestha  
Li Song  
Davide Ziviani  
Cheng Wee Leong, BOD ExO

### **Members Absent**

Ahmed Abdelsalam  
Brian Fronk  
Anju Gupta  
Money Khanna  
Ng Yong Kong  
Haotian Liu  
Ehab Mamdouh  
Joshua Vasudevan  
Vinod Venugopal

### **Guests**

Bassel Anbari  
Jason Aphonso  
Darcy Carbone  
Doug Cochrane  
Michael Cooper  
Frank Graham  
Richard Gunpat  
Kellie Huff  
Bruce Lindsay  
Carol Marriott  
Scott Peach

### **Staff**

Haley Booker-Lauridson  
Tony Giometti  
Ragan McHan  
Selina Parks

### **Motions**

None

### **Status of Referred Motions**

None

### **Information Items**

1. The 2025 Winter Conference had a total of 111 sessions and events scheduled, comprised as follows: 57 Seminars, 33 Paper Sessions and 4 Poster Sessions, 2 Virtual Paper Sessions, 3 Panel discussions, 3 Forums, 2 Debates, 4 Workshops and 3 AHR Expo Sessions. There were a total of 364 presentations, 164 papers and 17 live-streamed sessions. As of February 8, registration for in-person attendance is 2,823, A total of \$37K in sponsorship was raised for the conference.
2. The 2025 ASHRAE Student Paper Competition is sponsored by the Student Activities Committee and run by the Conferences and Expositions Committee. Student authors working towards their bachelor's or master's degree were invited to submit papers based on work. 27 papers were submitted, 18 of which were eligible for the competition. Four finalists were chosen: Estefany Patricia Vizuete, Escuela Politécnica Nacional, Quito, Ecuador; Amanda Oliveira de Moura, Universidade de Brasília, Brazil; Mokshika Arora, CEPT UNIVERSITY, Ahmedabad, India; and, Hessah Althalab, Kuwait University, Kuwait City, Kuwait. The four finalists presented their papers on January 30th and the judging panel selected Mokshika Arora as the winner. Mokshika will represent ASHRAE at the World Student Paper Competition on June 6th in Milan, Italy during CLIMA 2025. The first place winner prize is paid travel to World Student Competition.
3. CEC approved St. Louis, Missouri as the site of the 2028 Annual Conference, June 24-28, 2028.
4. CEC approved the 2026 Winter and Annual Conference registration rates as follows. The 2026 rates are roughly \$100 higher than the 2025 rates.

<b>Full Registration Fees for 2026 - Vegas and Austin</b>	
Member Early Bird	\$885
First Time Member Early Bird	\$860
Non Member Early Bird	\$1160
First Time Non Member Early Bird	\$1135
Life Member/Speaker/BOD/PM/LeadDRs/CEC	\$195
Member Advance	\$930
First Time Member Advance	\$905
Non Member Advance	\$1185
First Time Non Member Advance	\$1160
Member Onsite	\$1210
First Time Member Onsite	\$1185
Non Member Onsite	\$1465
First Time Non Member Onsite	\$1440
One Day Member	\$465
One Day Non Member	\$560
SBA/Student Member	\$25
Student Non Member	\$55
One Session Onsite	\$90
Virtual Member	\$560
Virtual Non Member	\$610
Virtual Reduced	\$140
Virtual Company Package (3-5)	\$2375
Virtual Company Package (6-10)	\$4465
Virtual Company Package (11-20)	\$8375

#### 4. Topical Conferences Held Since June 2024

- September 26-27, 2024, Women in ASHRAE Leadership Symposium, Chicago, IL. The inaugural Women in ASHRAE Leadership Symposium had 234 attendees from 6 countries (Canada, Hong Kong, Jordan, Mexico, United Kingdom and United States). 75% of the attendees were ASHRAE members. 16 students attended. There were 12 sponsors and \$77.5K in sponsorship revenue, and the conference had a surplus of \$9K.
- October 3-4, 2024 – 6th Conference on Efficient Building Design, American University of Beirut, Beirut, Lebanon. Despite an active war zone around Beirut, the American University of Beirut put on the conference the week when the University reopened after hostilities abated. The total number of registrants was 321, which included 71 in-person attendees. 18 countries were represented in the conference. 22 papers were presented. The conference format was hybrid.
- October 21-23, 2024 – 2024 ASHRAE Decarbonization Conference: Decarbonizing Existing Tall Buildings, New York City. The conference was financially supported by NYSERDA with a \$200K sponsorship. There were 538 registrants, including 503 in-person attendees, from 12 countries (Canada, Denmark, Estonia, Germany, Japan, Lebanon, Norway, Philippines, South Korea, Spain, United Kingdom and United States). 48% of the registrants were ASHRAE members. 17 students attended. There were 20 conference sponsors. Total sponsorship level was \$350K, a new record for conference sponsorship revenue. The conference had a surplus of \$98K.

#### Topical Conferences In-Process

- April 23-24, 2025, Third International Conference on Energy and Indoor Environment for Hot Climates, Doha, Qatar

- b. August 13-15, 2025 – Conference for Integrated Design, Construction & Operations, Denver, CO
- c. September 24-26, 2025 – IEQ 2025, Montreal, QC, Canada
- d. October 22-24, 2025 – ASHRAE Building Decarbonization Conference, Chicago, IL
- e. December 8-11, 2025 -- Buildings XVI, Clearwater, FL
- f. April 2026 – Women in ASHRAE Leadership Symposium, Las Angeles, CA

5. Future Annual and Winter Conference Sites

- a. Annual, June 21-25, 2025 – Phoenix
- b. Winter, January 31-February 4, 2026 – Las Vegas
- c. Annual, June 27-July 1, 2026 – Austin
- d. Winter, January 23-27, 2027 – Chicago
- e. Annual, June 12-16, 2027 – New Orleans
- f. Winter, February 7 – 9, 2028 – Orlando

6. MBO Updates

**MBO Update**

[CEC 2024-2025 MBOs](#)

**Attachments**

None

Respectfully submitted,

*Maggie Moninski*

Maggie Moninski, Chair  
Conferences and Expositions Committee

CEC Program Expenses FY25 acct / Description	Actual	Actual	Actual	Budget	Budget	DRAFT	DRAFT	
				FY 2022	FY 2023	FY 2024	FY 2025	FY 26
6622-2-203-000000-00 Trvl Comm	23.9	27.5	22.7	29.0	30.0	32	34	CEC Travel to W&A Conferences
6694-2-203-000000-00 Trvl Staff	8.6	10.5	7.4	16.0	14.0	14	14	Staff Travel to W&A Conferences
						15	15	AHR Expo Mexico Chapter Support (Outside Services - Other Services)
						1	1	Plaques for Topical Conference Chairs (Certificates/Awards/Logos)
8433-2-203-000000-00 Outside Computer Consultant	67.5	66.3	37.5	60.6	68.0	70	72	Confex Management Fees, Conftool, ScholarOne, Authenticate, DOI, any app work, LMS
<b>TOTAL EXPENSES</b>	<b>100.0</b>	<b>104.3</b>	<b>67.6</b>	<b>105.6</b>	<b>112.0</b>	<b>132.0</b>	<b>136.0</b>	

› (Outside Services - Computer Services)

## HONORS AND AWARDS COMMITTEE (H&A)

Report to Members Council  
From Meetings of February 9-10, 2025

### Members Present

Tom Phoenix  
Adam Davis  
Mohammad Al Tassi  
Ronald Gagnon  
Maged Fouad Hashem  
Karine Leblanc  
Scott Martin  
Janice Peterson  
Andy Reilman  
Juliana Pellegrini Lemos Trigo  
Krishnan Viswanath  
Luke Leung

### Members Absent

### Guests

Bassel Ansari  
Aakash Patel

### Staff

Rhianne Masterson

### Motions

#### **Motion 1: Award Nominations – Executive Session**

##### Status of Referred Motions

Motion: The Florida West Coast Chapter recommends to Society to revise the Chapter Service Award/Distinguished Service Award/Exceptional Service Award point tally forms to include a point value given for each year as a section President beginning July 1, 2025. (Region XII, Florida West Coast, Motion #24-12-5)

Answer: H&A agrees with this motion and approved adding Section President to the Distinguished Service Award/Exceptional Service Award Point Tally Form and have one year of service equate to one point.

Status: Complete

Vote: 7-0-0-3 CNV

Comments: The DSA/ESA Point Tally Form will be updated effective July 1, 2025.

##### Information Items

1. Working with the College of Fellows to improve awareness of how to become a Fellow.
2. We made the following adjustments to the H&A budget for the next two Society Years:
  - a. Plenary production at Winter and Annual Conferences: increase budget from 24.7 to 30.0 to align with actual cost
  - b. Staff travel to Winter and Annual Conferences: internal accounting changes moved staff hotel costs out of the conferences budget and into the budget of the staff liaison's committee. This increase from 1.6 to 5.5 takes that change into account.
3. PAOE Recommendations:
  - a. CO23: Remove the recommended addition of 'Fellow Nominations' since Fellow is already mentioned and add 'Eunice Foote Decarbonization Award'

**MBO Update**

All updates have been included within the main [MBO tracking spreadsheet](#).

**Attachments**

- Attachment A: Executive Session Motion
- Attachment B: H&A Budget
- Attachment C: PAOE Recommendations

Honors & Awards Committee Program Expenses	Actual		Actual Budget		Budget Actual Forecast			DRAFT DRAFT	
	FY 2022	FY 2023	FY 2024		FY 2025			FY26	FY27
<b>EXPENSES:</b>									
6372-2-204-000000-00 Pub Shipg/Post Incomg	1.1	0.1	0.0	1.5	1.5	0.0	1.5	1.5	1.5
6404-2-204-000000-00 Mtg Audio Vis/Compu	29.6	29.1	29.2	24.0	24.7	0.0	30.0	30.0	30.0
6622-2-204-000000-00 Trvl Comm	2.1	9.3	5.5	23.2	10.0	5.4	10.0	10.0	10.0
6622-2-204-204001-00 Trvl Comm-Awd	0.3	2.5	2.4	4.8	3.0	1.8	3.0	3.0	3.0
6694-2-204-000000-00 Trvl Staff	1.4	0.9	5.4	1.6	1.6	0.7	5.5	5.5	5.5
6802-2-204-000000-00 Awards Costs	24.6	18.5	22.6	32.8	32.0	5.9	25.0	32.0	32.0
TOTAL EXPENSES	59.1	60.4	65.1	87.9	72.8	13.8	75.0	82.0	82.0
					72.8	13.8	75.0	82.0	82.0

Changes:

Plenary production at Winter and Annual Conferences: increase forecast and budget from 24.7 to 30.0 to align with actual cost

Staff travel to Winter and Annual Conferences: internal accounting changes moved staff hotel costs out of the conferences budget and into the This increase from 1.6 to 5.5 takes that change into account.

## Notes

Shipping Society Awards Plaques  
Plenary Production for Awards Program  
H&A transportation to Winter & Annual  
Hall of Fame Hotel Rooms at Winter Conference  
Staff Travel to Winter & Annual  
Award Plaques for W&A Plenary and Honorariums

budget of the staff liaison's committee.

## CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

MINIMUM: 600 POINTS		PAR: 1500 POINTS
CIQ due 60 days prior to CRC; exception may be made by the DRC. The completed CIQ will represent the incoming chapter officers and chapter committee chairs for the next Society year.		
<b>Explanation to reach Minimum for Chapter Operations:</b> To reach minimum, the Chapter Information Questionnaire (CIQ) must be complete and forwarded to DRC and Society 60 days prior to CRC. The completed CIQ will represent the incoming chapter officers and chapter committee chairs for the next Society year. The DRC is responsible for determining if criteria are met. All individuals serving in a chapter position must be an ASHRAE Full Member or Associate grade member (except Webmaster and Newsletter Editor who can be a student member; Affiliate grade for YEA). No person can serve in more than one officer position (exception, two positions for chapter with less than 75 members). A chapter officer may also serve in one committee chair position.		
<b>Presidential Initiatives:</b>		
CO1	200 points; (200 points maximum)	If the entire Chapter Board of Governors view the following two videos (Note: Board of Governors must be listed in the CIQ): Part 1: Sexual Harassment Prevention Training <a href="https://www.youtube.com/watch?v=sL7LwBsV9bM">https://www.youtube.com/watch?v=sL7LwBsV9bM</a> Part 2: Sexual Harassment Prevention Training <a href="https://www.youtube.com/watch?v=1za7gs9S2H0">https://www.youtube.com/watch?v=1za7gs9S2H0</a>
CO21	25 points; (200 points maximum)	For each Chapter Officer completing "Decarb 101" training by the Center for Excellence in Building Decarbonization (CEBD) located on our CEBD website link. For each Chapter Member that participates in a K-12 (or equivalent) career or vocation information event and promotes stem careers specifically in the Built Environment or Technical Trades specializing in Building Mechanical Systems (Electrician, Plumber, HVAC Technician, welder, pipe fitter, etc.)
CO32	150 points each; (600 points maximum)	For chapter programs or educational seminars focused on employer engagement and the HVAC&R workforce of the future. For chapter programs or educational seminars focused on providing practical knowledge to building operating personnel or facility managers to improve the indoor environmental quality of existing buildings.
CO43	250 points each; (no maximum)	For chapter programs or educational seminars focused on the Society Theme. For chapter programs or educational seminars focused on the Society Theme of Healthy Buildings (IAQ, Acoustics, lighting, thermal comfort, potable water quality, or the balance between energy and IEQ)
CO5	200 points; (200 points maximum)	For creating or maintaining a Chapter Sustainability Committee that meets periodically and has two (2) sustainability activities in the year focusing on energy and carbon reduction.
CO64	500 points each; (no maximum)	For a chapter sponsored community sustainability project For a chapter sponsored indoor environment quality (IEQ) related projects that benefit public schools, non-profit community serving organizations, or healthcare facilities that serve the elderly or other at risk communities.
<b>Note for Sustainability Points:</b> A Chapter Sustainability Award is available for each chapter that obtains a minimum total of <b>700 points</b> from the items listed above in categories CO5-CO6 under Presidential Initiatives. The chapter with the highest PAOE sustainability points total will receive a Regional award (excludes the Community Sustainability Project).		
CO7	50 points; (no maximum)	For each job fair that is held in person or virtually that a chapter hosts or co-hosts with another chapter (or other entity) that has a minimum of five companies in attendance
CO85	5 points per time; (50 points maximum)	For each promotion of the ASHRAE Jobs Board in the Chapter Newsletter. For each article in the chapter newsletter or chapter website that focuses on some aspect of IEQ
CO9	5 points per attendee; (150 points maximum)	For each chapter officer who meets a first time attendee, welcomes them to the chapter meeting and introduces them to other chapter members at a chapter meeting (Chapter to provide tally sheet to first time attendee for validation.)

## CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

CO106	50 points; (150 points maximum)	For each joint meeting with another chapter from an international Region <u>For each joint meeting with another IEQ or water quality related organization.</u>
CO11	50 points; (150 points maximum)	For each sponsorship activity supporting various women in engineering organizations and activities such as National Women in Engineering Day <b>OR</b> for each sponsorship activity supporting Diversity, Equity and Inclusion related activities
<b>Efficient use of volunteers' time:</b>		
CO17	200 points; (200 points maximum)	If the entire Chapter Board of Governors view the following two videos (Note: Board of Governors must be listed in the CIQ): Part 1: Sexual Harassment Prevention Training <a href="https://www.youtube.com/watch?v=sL7LwBsV9bM">https://www.youtube.com/watch?v=sL7LwBsV9bM</a> Part 2: Sexual Harassment Prevention Training <a href="https://www.youtube.com/watch?v=1za7gs9S2H0">https://www.youtube.com/watch?v=1za7gs9S2H0</a>
CO58	25 points; (200 points maximum)	For creating or maintaining a Chapter Sustainability Committee that meets periodically and has two (2) sustainability activities in the year focusing on energy and carbon reduction.
CO129	50 points; (50 points maximum)	For conducting chapter planning meeting prior to August 1 (all officers and committee chairs) (Note: Requires Chapters to provide a report of the plan to their DRC by August 1 to receive credit for this effort in addition to reporting into the PAOE accounting system.)
CO13	200 points; (200 points maximum)	<u>For a chapter presentation by the Chapter President on "This is ASHRAE presentation"</u>
CO1410	50 points; (50 maximum)	For the Chapter Nominations Committee meeting and bringing completed CRC Nominations Worksheet to the Region's Caucus
CO1511	50 points; (100 points maximum)	For each ASHRAE Core Value chapter activity (Excellence, Commitment, Integrity, Collaboration, Volunteerism, Diversity) using a soft skills presentation, lecture or activity with the main subject addressing one or more of the core values
CO16	50 points; (200 points maximum)	<u>For each chapter member that submits a building assessment for a Building EQ rating (bEQ) (either in-Operation or As Designed), points doubled if submitter also submits for the Energy Genius Award.</u>
CO1712	25 points; (100 points maximum)	For each chapter member <u>in coordination with the BOG</u> , promoting or presenting on Building EQ (bEQ) to an outside organization, building owner, facility manager, building operator, or tenant.
CO1813	50 points; (50 points maximum)	For establishing a chapter TC Liaison to encourage more interaction between the chapter and their members working on Technical Committees.
CO14	100 points; (100 points maximum)	<u>For establishing and maintaining a chapter Diversity, Equity, and Inclusion committee.</u>
<b>Meetings:</b>		
CO1915	50 points; (500 points maximum)	For each chapter meeting with a grassroots committee theme and associated activities and announcements
CO2016	100 points; (100 points maximum)	If annual attendance at meetings (including virtual meetings), exceeds that of previous year by at least 10% (Attendance includes total for dinner, lunch or breakfast meetings where minimum 45 minutes business or technical presentation or panel discussion is held for continuing education.)
CO2117	100 points; (100 points maximum)	For presenting a Technical Committee presentation at chapter meeting
CO2218	100 points; (100 points maximum)	For a chapter presentation by a Chapter Officer on the current Society Strategic Plan by November 30 (PowerPoint to be provided by the Society Planning Committee) (click here for current Strategic Plan)

## CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

CO2319	75 points; (300 points maximum)	For organizing an employer recognition, one-on-one meeting, company presentation and/or employer recognition/ dialogue/roundtable event to promote the benefits of ASHRAE membership for company members and solicit feedback on how ASHRAE and the local chapter can better serve the company (Points doubled if event includes a visiting Regional Officer, Society Officer or Board of Directors member.)
CO24	50 points (no maximum)	For establishing or maintaining an operating Section or Group (each Section or Group)
CO25	10 points; (no maximum)	For each chapter member who registers for a Winter or Annual Society meeting
CO720	50 points; (no maximum)	For each job fair that is held in-person or virtually that a chapter hosts or co-hosts with another chapter (or other entity) that has a minimum of five companies in attendance
CO1121	50 points; (150 points maximum)	For each sponsorship activity supporting various women in engineering organizations and activities such as National Women in Engineering Day <b>OR</b> for each sponsorship activity supporting Diversity, Equity and Inclusion related activities
<b>Honors and Awards Activities:</b>		
CO2622	25 points; (25 points maximum)	For establishing and maintaining a chapter Honors and Awards Committee
	(No maximum; see line items points below.):	**For each individual award nomination with the appropriate documentation in accordance with the procedures stated on the ASHRAE website and as follows:
CO26.1	100 points; (no maximum)	<b>Fellow nominations</b>
CO26.2 23	100 points; (no maximum)	Individual award nominations for the following: F. Paul Anderson Award, Louise and Bill Holladay Distinguished Fellow Award, <u>Fellow Nominations</u> , <u>Funice Foote Decarbonization Award</u> , Andrew T. Boggs Service Award, ASHRAE Hall of Fame, ASHRAE Pioneers of the Industry Award, E.K. Campbell Award of Merit and Honorary
CO26.3 24	75 points; (no maximum)	For each Exceptional Service Award (ESA) nomination
CO26.4 25	50 points; (no maximum)	For each Distinguished Service Award (DSA) nomination
CO26.5 26	50 points; (no maximum)	Regional Award of Merit nominations
CO26.6 27	25 points; (no maximum)	Chapter Service Award nominations
<b>Planning:</b>		
CO2728	75 points; (75 points maximum)	For a planning/goal setting session with DRC resulting in written measurable objectives by October 1
CO2829	500 points for establishing or 300 points for updating annually; (500 points maximum)	For establishing and updating annually a chapter long term strategic plan (minimum of 3 years) with goals for chapter growth, leadership, and financial stability. Plan to be submitted to DRC for approval not later than January 1 <u>and evaluated yearly</u> .
CO2930	10 – 50 points; (50 points maximum)	For achieving goals established in planning session
<b>Chapter Finances:</b>		
CO3031	200 points; (200 points maximum)	For ensuring an annual audit of the previous year's chapter accounts and funds by the <u>Chapter</u> Auditing Committee or a CPA firm, with the results being reported to the BOG and DRC <u>no later than July 30 within 3 months of the audit completion</u> (Points should be entered for audit and reporting of the previous year's finances.) <b>(This category must be completed in order to meet PAR)</b>
CO3132	50 points; (50 points maximum)	For the BOG approving an annual budget no later than September 15
CO3233	10 points; (120 points maximum)	For each <u>month time</u> the BOG approves a <u>monthly financial</u> report from the Treasurer within 30 days of <u>reported month the report period</u> end. (Refer to the Manual for Chapter Operations for report requirements.)

## CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

CO33 <del>34</del>	25 points; (25 points maximum)	For filing any required tax forms by the deadline (November 15 for US Chapters, <u>date varies internationally</u> ) <u>(Tax forms may be replaced by a different national requirement for non-US Chapters)</u> .
CO34 <del>35</del>	25 points; (25 points maximum)	For the BOG appointment of Auditing Committee, no later than April 15 (BOG members are not eligible to serve on Auditing Committee)
CO35	<del>25 points; (25 points maximum)</del>	<del>For on-time payment of region dues</del>
CO36	50 points; (50 points maximum)	For the Incoming Chapter Treasurer attending the Treasurer or Chapter Operations' Workshop at CRC <u>or virtually</u> .

### **DRC/RMCR Assigns/Enters the following points:**

CO37	50 points each; (200 points maximum)	For each chapter officer who attends the CRC besides the Delegate and Alternate (Chapter Officers are defined as BOG, e.g. president, president-elect, treasurer, secretary, etc.)
CO38	50 points; (50 points maximum)	For President-Elect attendance at President-Elect Training in Regional Planning Meeting, <u>virtual meeting</u> , or <u>and</u> CRC workshop session.
CO39	100 points; (300 points maximum)	For each chapter member attending the Chapter Leadership Academy
CO40	50 points; (150 points maximum)	For each Chapter President, President-Elect, or Chapter Treasurer attending DRC, RMCR, or Regional Treasurer virtual “office hours” or Regional meetings.
CO41	25 points; (25 points maximum)	For <del>the chapter nominating committee report filling the CIQ</del> (with all chapter officers & committee chair positions filled) <del>distributed by the April 30 chapter meeting (Points assigned by DRC by May 15) deadline listed in the Manual of Chapter Operations and/or date selected by DRC.</del>
CO42	50 points; (150 points maximum)	For developing a chapter to chapter partnership with a chapter from a different region ( <i>Chapter to submit partnership reports to DRC.</i> )
CO43	50 points; (200 points maximum)	For participation of RVC, Society ExCom, Society BOG, Society Committee Chair (or any Society level position) in local chapter meetings for brief presentation/Q&A session

### **Automatically Assigned Points**

CO24	50 points (no maximum)	For establishing or maintaining an operating Section or Group (each Section or Group)
CO25	10 points; (no maximum)	For each chapter member who registers for a Winter or Annual Society meeting

**Note for Sustainability Points:** A Chapter Sustainability Award is available for each chapter that obtains a minimum total of **700 points** from the items listed above in categories CO4 under Presidential Initiatives and CO8 under Efficient Use of Volunteers' Time. The chapter with the highest PAOE sustainability points total will receive a Regional award (excludes the Community Sustainability Project points).

## CHAPTER TECHNOLOGY TRANSFER CATEGORY 2024-25 PAOE

MINIMUM: 550 POINTS		PAR: 1500 POINTS
<b>Presidential Initiatives:</b>		
CT1	50 points; (500 points maximum)	For each Chapter Program topic based on alignment with the current <b>Society Theme</b>
CT2	100 points; (no maximum)	For each Technical Tour and accompanying 30-minute presentation based on alignment with the current <b>Society Theme</b>
CT3	10 points; (500 points maximum)	For each Professional Development Hour (PDH) earned (at a Chapter Program) by a chapter member based on alignment with the current <b>Society Theme</b>
CT4	100 points; (300 points maximum)	For each Conference Paper or Technical Paper authored or co-authored by a chapter member based on alignment with the current <b>Society Theme</b>
CT5	100 points; (300 points maximum)	For Chapter programs, presentations, continuing education, papers or published documents in alignment with the <b>Society Theme</b> . These programs should focus on bringing engineers, contractors, design builders, owners, operators, architects and local building officials together to the meetings.
CT6	10 points; (50 points maximum)	For each informational presentation at a chapter meeting on the certification program (BEMP, CHD, HFDP, HBDP, BCxP, BEAP, OPMP)
CT7	100 points; (100 points maximum)	Presentation of the <b>Presidential Theme</b> at a chapter event.
<b>Efficient use of volunteers' time:</b>		
CT8	100 points (100 points maximum)	For a Chapter Technology Transfer Committee with a minimum of a chair and a co-chair
CT9	100 points (100 points maximum)	If CTT committee includes a refrigeration subcommittee chair
CT10	100 points (100 points maximum)	If CTT committee includes a YEA member
<b>Planning and Administrative Activities:</b>		
CT11	50 points; (50 points maximum)	For completing and publishing Distinguished Lecturer (DL) meeting schedule and speakers by October 1 or 2 weeks after the CRC, whichever is later
CT12	50 points; (250 points maximum)	For submitting summary of speaker reviews to CTTC RVC for use in regional speaker database (50 points per each speaker)
CT13	50 points; (no maximum)	For submitting DL event summary critique form within 15 days of DL visit (50 points per each DL event)
<b>Awards and Submissions Activities</b>		
CT14	300 points; (no maximum)	For each Technology Award entry at Regional level (100 additional points if ASHRAE Building EQ score is included as part of the Technology Award submission)
CT15	500 points (no maximum)	For each CTTC Award entry at Society level (including Technology Award, Milton Garland Commemorative Refrigeration Award for Project Excellence, Comfort Cooling Award for Project Excellence entry, Donald A. Siller Refrigeration Award, Dan Mills Chapter Programs Award)
<b>Meetings, Presentations or Events:</b>		
CT16	100 points; (600 points maximum)	For each 1-hour PDH seminar or webcast presentation (live or delayed) sponsored/hosted by the chapter OR for each chapter monthly meeting held where continuing education credits (e.g. PDHs, CEUs) are provided for attendees.
CT17	100 points; (600 points maximum)	For each chapter meeting presenting one of the recorded Tech-Hour programs (available on ASHRAE 365)
CT18	100 points; (no maximum)	For each joint meeting with HVAC&R peer societies, organizations, and/or associations

## CHAPTER TECHNOLOGY TRANSFER CATEGORY 2024-25 PAOE

CT20	100 points; (1200 points maximum)	For each chapter seminar/program by a DL or Society Officer with multi-chapter in person visits in-line with the decarbonization initiatives of the CTTC committee. 100 points for 2 chapters, 200 points for 3 chapters, 400 points for 4 or more chapters. Points apply to all participating chapters
------	-----------------------------------	---

CT22	50 points; (100 points maximum)	For each chapter member who is currently serving on an ASHRAE TC, TRG, MTG, *RP, SPC, SSPC, GPS or SGPC (VM or NVM) (*RP = Research Project) AND giving a presentation at their local chapter meeting that explains the function of technical committees (handbook chapters, standards, research, etc.) using the presentation template developed by TAC and posted at <a href="http://www.ashrae.org/tcs">www.ashrae.org/tcs</a> under heading "General TC"
CT23	100 points (300 points maximum)	For hosting an "ASHRAE Technical Committee (TC) Members" chapter meeting in which TC-members will be recognized for their contributions
CT24	50 points; (150 points maximum)	For Chapters with at least one Member that serves as a Distinguished Lecturer during the current Society year.
CT25	25 points; (25 points maximum)	For each chapter that puts forth a nomination for Distinguished Lecturer
CT26	100 points; (300 points maximum)	For each chapter program and chapter sponsored educational seminar with a clearly defined sustainability theme (e.g. decarbonization, energy efficiency, indoor air quality, high-performance buildings, or Building EQ)
CT27	100 points; (300 points maximum)	For each chapter program activity with a clearly defined refrigeration or cold chain field theme (must include a minimum 30-minute technical presentation)
CT28	50 points; (100 points maximum)	For each chapter program meeting presenting a residential buildings program
CT29	50 points; (200 points maximum)	For holding a chapter meeting at a venue that has an established and current sustainability plan.

### **RVC Assigns/Enters the following points:**

CT30	200 points; (200 points maximum)	For the Chapter CTT committee chair or co-chair attending the CTTC workshop at CRC
CT31	100 points; (200 points maximum)	For planning/goal setting session with RVC ( <i>points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later</i> )
CT32	100 points; (100 points maximum)	For achieving goals established in goal-setting session with RVC ( <i>points assigned by RVC by June 30</i> )
CT33	250 points; (250 points maximum)	For tracking and maintaining database of all program speakers air travel and submitting to RVC. Must include total air transportation required to get the speaker to the chapter for the chapter program. Multi-chapter visits are to split air travel by the number of participating chapters. (Points assigned by RVC by June 30)

### **Automatically Assigned Points**

CT19	100 points; (no maximum)	For each ASHRAE certification earned, or renewed by a chapter member during the current fiscal year
CT21	100 points; (600 points maximum)	For each chapter member who is currently serving on any of the following ASHRAE committees/groups: TC, TRG, MTG, *RP, SPC, SSPC, GPS or SGPC (VM or NVM) (*RP = Research Project)

## COMMUNICATIONS CATEGORY 2024-25 PAOE

MINIMUM: 300 POINTS		PAR: 700 POINTS
<b>Presidential Initiatives:</b>		
CC1	25 points; (25 points maximum)	For posting a narrative and link for the current ASHRAE <b>Society Theme</b> on the chapter website
CC2	5 points; (100 points maximum)	For each chapter social media posting, with photo, supporting the current ASHRAE <b>Society Theme</b>
CC3	50 points; (no maximum)	For each chapter member who is interviewed on a broadcast media regarding ASHRAE
CC4	50 points; (no maximum)	For each podcast of at least 10 minutes with a chapter member who is 50 years or older
CC5	50 points each; (no maximum)	For each presentation/podcast/panel discussion between two individuals, one involved in grassroots and the other technical, sharing why people should be involved in both aspects of ASHRAE
<b>Efficient use of volunteers' time:</b>		
		<b>WEBSITE:</b>
CC6.1	50 points; (50 points maximum)	For updating the chapter website with current officer information by October 1
CC6.2	50 points; (50 points maximum)	For updating the chapter website with chapter program schedule for the year by October 1
CC6.3	50 points; (50 points maximum)	For listing a contact email address on the chapter's website in an obvious location, such as the footer or a Contact page
CC6.4	20 points; (200 points maximum)	For each month that updated information, news, or images are posted to the chapter's homepage. Excludes posting the chapter newsletter or social media widgets
CC6.5	10 points; (100 points maximum)	For posting a monthly newsletter to the website within 15 days of publishing
CC6.6	10 points; (50 points maximum)	For promotion of Society events, certifications, or products on the chapter website using the materials available in Marketing Central at ASHRAE.org
		<b>SOCIAL MEDIA:</b>
CC7.1	50 points; (50 points maximum)	For a chapter social media channel with more than 100 followers
CC7.2	20 points; (200 points maximum)	For each month there is at least one post featuring an event photo from the last 30 days (20 points per month)
CC7.3	10 points; (100 points maximum)	For public posts that tag or mention Society accounts in the post message
CC7.4	10 points per post; (50 points maximum)	For public post that uses the hashtag #myashrae
CC7.5	25 points; (no maximum)	For each social media post where a member illustrates how certification has helped their career
CC7.6	10 points; (100 points maximum)	For each post on chapter's social media forum by a chapter member who is 50 years or older
		<b>COLLABORATION TOOLS:</b>
CC8.1	100 points; (100 points maximum)	For using Society-provided Basecamp tool for chapter leadership business in place of other digital collaboration tools (email, GoogleDrive, Box, DropBox, etc.)
CC8.2	20 points; (100 points maximum)	For adding every month the chapter meeting agenda to Basecamp
		<b>EMAIL DISTRIBUTION:</b>
CC9.1	20 points per month; (200 points maximum)	For distributing a chapter newsletter via email on a monthly basis
CC9.2	10 points; (200 points maximum)	For distributing an announcement that prominently features an upcoming event that is distributed via email at least 2 weeks prior to the event
CC9.3	25 points; (100 points maximum)	For promotion of Society events, certifications, or products in chapter emails or newsletters using the materials available in Marketing Central at ASHRAE.org
		<b>KNOWLEDGE TRANSFER:</b>
CC10.1	100 points; (100 points maximum)	For creating or updating a procedural document for chapter communications, such as instructions on updating the chapter website and sharing with RCC
CC10.2	100 points; (100 points maximum)	For holding a transition meeting with the incoming chapter Communications Chair by June 1 <sup>st</sup>

## COMMUNICATIONS CATEGORY 2024-25 PAOE

		<b>VIRTUAL:</b>
CC11	50 points; (50 points maximum)	For offering a hybrid option to the chapter members to attend the chapter meetings virtually
<b>RCC Assigns/Enters the following points:</b>		
CC12	100 points; (100 points maximum)	For Chapter Communications Chair who attends the CRC Communications workshop
CC13	100 points; (150 points maximum)	For planning/goal setting session with RCC by October 1 or 2 weeks after the CRC, whichever is later (50 point bonus if planning/ goal setting session takes place during CRC)
CC14	100 points; (100 points maximum)	For achieving goals established in goal-setting session with RCC
CC15	50 points; (50 points maximum)	For listing Disclaimer on homepage as specifically listed in the current ASHRAE Web Policy document with www.ashrae.org address linked to the Society homepage. The disclaimer is as follows: This web site is maintained by the (name of Chapter, Section or Student Branch) of ASHRAE. It does not present official positions of the Society nor reflect Society policy. ASHRAE chapters may not act for the Society and the information presented here has not had Society review. To learn more about ASHRAE activities on an international level, contact the ASHRAE home page at <a href="http://www.ashrae.org">http://www.ashrae.org</a> ."

## GOVERNMENT AFFAIRS CATEGORY 2024-25 PAOE

MINIMUM: 500 POINTS		PAR: 1250 POINTS
<b>Presidential Initiatives:</b>		
GA1	50 points; (500 points maximum)	For discussion with government associates based on alignment with the current <b>Society Theme</b> .
GA2	100 point (300 points maximum)	Discussing and sharing the ASHRAE Decarbonization position (Policy) document with a government, department, policy maker or agency
<b>Efficient use of volunteers' time:</b>		
GA3	50 points; (150 points maximum)	For establishing and maintaining a chapter Government Affairs Committee with at least 2 members to promote ASHRAE with state, provincial, and local government (50 bonus points if GAC committee includes a government employee; 100 bonus points if the GAC chair is a government employee)
GA4	50 points; (minimum 1 hour of training; 100 points maximum)	For government affairs training for chapter officers and future leaders (50 bonus points if the training includes a speaker/presenter who is a government official)
GA5	50 points; (50 points maximum)	For CTTC chair serving on the GAC committee in an effort to promote GAC topics for chapter meeting presentations
<b>Awards and Submission Activities:</b>		
GA6	100 points; (300 points maximum)	For each Chapter Government Affairs Award entry into Society or Regional competition ( <i>each Award entry counted only once</i> )
GA7	50 points; (250 points maximum)	For each article on a government affairs activities-related (e.g., state provincial, or local legislative or regulatory issue) published in a chapter newsletter or posted on a chapter website with copy sent to RVC ( <i>maximum of two articles per month</i> )
<b>Meetings, Presentations or Events:</b>		
GA8	100 points; (200 points maximum)	For each joint chapter meeting with local, state, or provincial government entity to discuss a built environment or HVAC&R industry-related topic (Must show RVC confirmation of joint planning with the other entity to promote the meeting)
GA9	100 points; (200 points maximum)	For each action or activity that commemorates or promotes National Engineers' Week or non-US equivalent activity that promotes Engineering, World Refrigeration Day, World Standards Day or other national/global events
GA10	50 points; (200 points maximum)	Holding a chapter meeting with a government official attending focusing on the <b>Society Theme</b> and the need for more people in the HVAC&R and buildings industry, including the need for capacity building within the building codes adoption and enforcement sector.
GA11	100 points; (200 points maximum)	For each chapter meeting with a government official in attendance with a technical presentation related to Building Decarbonization
GA12	50 points; (100 points maximum)	For each Chapter program on the topic of government activities ( <i>minimum 45 minute presentation; maximum 2</i> )
GA13	100 points; (400 points maximum)	For each occurrence of an ASHRAE chapter member presenting or giving testimony to a public meeting or hearing on a subject where ASHRAE's resources and standards are being used in the discussion of the subject matter
GA14	200 points; (600 points maximum)	For each piece of legislation that ASHRAE chapter members are able to get sponsored at the local or state level. The legislation should be in line with ASHRAE PPP's for current SY, PPIB's and PD's. Legislation does not have to pass for points to be counted, but summary report must be sent to RVC before claiming points

## GOVERNMENT AFFAIRS CATEGORY 2024-25 PAOE

RVC Assigns/Enters the following points:		
GA15	50-150 points; (150 points maximum)	For the incoming Chapter GAC committee chair attending the GAC CRC workshop ( <i>50 points for chapter representative other than the chair who is a senior officer or member of GAC</i> )
GA16	50-100 points; (no points maximum)	For each documented personal contact (meeting) by a chapter member with government officials (at any level of government relevant to buildings, engineering or construction, sustainability including building officials, school boards and universities school system facility staff, state energy code officials, tribal government entities etc.) with the goal of promoting ASHRAE related subjects or Chapter goals and objectives, with notification and submit a record via the online portal sent to the ASHRAE Government Affairs Office (Points will only be given once a report is submitted to the ASHRAE Government Affairs Office. Points will be assigned by the RVC, once the report is submitted to the Government Affairs Office.)
GA17	100 points; (200 points maximum)	For chapter submitting local issues related to ASHRAE and decarbonization, identified with goals and report(s) to RVC ( <i>with a cap of 200 points in one year</i> )
GA18	50-100 points; (100 points maximum)	For planning/goal setting session with RVC ( <i>points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later</i> )
GA19	10 –300 points; (300 points maximum)	For achieving goals established in goal-setting session with RVC ( <i>points assigned by RVC by June 30</i> )

## HISTORICAL CATEGORY 2025-26 PAOE

<b>MINIMUM: 100 POINTS</b>		<b>PAR: 500 POINTS</b>
<p><b>Note:</b> Histories about a system, standard, person, event or a company, outside the geographic area of the chapter are not acceptable for PAOE points unless a credible connection may be established by the Chapter Historian and approved by the Regional Historian. Histories for the Gold Ribbon Award shall be written by a chapter member from information obtained by interviewing a person knowledgeable of the history being written or from personal knowledge of the history of the system, standard, person, event or company; or from detailed research as outlined in the document "The How To Guide for Researching." All sources must be cited and referenced in a Bibliography attached at the end of the submittal document. Information obtained solely from electronic material or sources is not acceptable.</p>		
<p><b>Presidential Initiatives:</b></p>		
H1	50 points; (200 points maximum)	For identifying and documenting persons who fall under Diversity in ASHRAE <del>of with</del> historical interest within the chapter's territory who have greatly influenced the HVAC&R industry's existing buildings.
<p><b>Points Related to Chapter Historical Activities:</b></p>		
H2	<del>150 points; (150 points maximum)</del>	<del>For digitizing chapter historical archives posting on the chapter website and/or electronic storage and updating annually; (include a minimum of meeting minutes, monthly newsletters, listing of chapter executive inventory of historic items and memorabilia not scan-able and CRC reports)</del>
<del>H3</del> <u>2</u>	50 points; (100 points maximum)	For each Historical Chair or Co-Chair that serves on chapter historical committee for 2 years or more.
<del>H4</del> <u>3</u>	50 points; (50 points maximum)	For each member of the chapter historical committee other than the chair.
<del>H5</del> <u>4</u>	200 points; (200 points maximum)	For each history of a chapter, updates of the chapter history (5 years for a Chapter History), and history of a system, standard, person, event or a company significant to the Chapter's history (Society Gold Ribbon Award). (Note: A Chapter history must be completed before other histories can be submitted for the Gold Ribbon Award.)
<del>H6</del> <u>5</u>	100 points; (100 points maximum)	For chapter historical display at CRC (updated annually or new display)
<del>H7</del> <u>6</u>	50 points; (50 points maximum)	For creating a chapter timeline with annual updates <del>to add adding</del> previous year's events and posting on the chapter website and/or electronic storage
<del>H8</del> <u>7</u>	50 points; (50 points maximum)	For program on history with a live speaker as all or part of a monthly chapter meeting, minimum five minutes in duration.
<del>H9</del> <u>8</u>	100 points; (no maximum)	For each interview with an ASHRAE Fellow <del>member</del> or Life Member. <del>A Same</del> member can only be interviewed once every 5 years.
<del>H10</del> <u>9</u>	50 points; (50 points per individual; 300 points maximum)	For <del>a chapter officer</del> personally inviting Life members, in addition to typical meeting notification, to one of the monthly chapter meetings
<del>H11</del> <u>10</u>	25 points; (250 points maximum)	For publishing articles on chapter, company or member history in chapter newsletter. Additional 5 points for also publishing in Society publication, chapter social media or chapter website with a maximum of 8 articles
<p><b>Regional Historian Assigns/Enters the following points:</b></p>		
		<b>FOR THE INCOMING CHAPTER HISTORIAN:</b>
<del>H12</del> <u>11</u>	100 points; (100 points maximum)	For attendance at the CRC Workshop by incoming Chapter Historian
<del>H13</del> <u>12</u>	50 points; (50 points maximum)	<del>For completing chapter historians unable to attend CRC, review the ASHRAE Historian Workshop Template Power Point at the CRC, or at the start of the new ASHRAE Society year on July 1 and by October 1.</del>
<del>H14</del> <u>13</u>	25 points; (100 points maximum)	For each Membership Promotion, YEA, or Student Activities event planned with a representative from the chapter Historical Committee to add a historical context to the event.
<del>H15</del>	<del>100 points; (100 points maximum)</del>	<del>For chapter historian participating in new historical-based activities unique to the Region or Society; chapter needs to have Regional Historian's prior approval for this activity to qualify</del>
<del>H16</del>	<del>100 points; (no maximum)</del>	<del>For each leadership recall interview, as defined by the Regional and Chapter's Historians' guide; copy must be submitted to RVC by June 30</del>

### HISTORICAL CATEGORY 2025-26 PAOE

H1714	50 – 100 points; (100 points maximum)	For planning/goal setting session with Regional Historian, including the preparation and submission of the respective Chapter's Historical MBOs by November 1
H1815	10 – 100 points; (100 points maximum)	For achieving goals established in goal-setting session with Regional Historian ( <i>points assigned by Regional Historian by June 30</i> )

## MEMBERSHIP PROMOTION CATEGORY 2025-26 PAOE

MINIMUM: <u>1000</u> <u>800</u> POINTS		PAR: <u>1600</u> <u>1400</u> POINTS
*All end of the year reports are run on July 2 <sup>nd</sup> or the next business day for the June 30 results		
<b>Efficient use of volunteers' time:</b>		
MP1	25 points per month; (300 points maximum)	If Society membership delinquencies in chapter are 5% or less of total Chapter Area Assigned Members at the end of each month
MP2 <u>1</u>	200 points; (600 points maximum)	For <u>specific each</u> organized <u>specific</u> MP event (e.g., member bring a member, recruitment/retention calling-campaigns, presentations to promote membership, visit to employers). <u>At a minimum, this is to include an MP presentation and be advertised ahead of the event. Examples of MP events include, but not limited to: Member bring a Member, Employer Recognition, Principal Night, etc.</u>
MP3	100 points; (300 points maximum)	For each separate social event, separate from events under MP2, with a membership promotion or appreciation component
MP4	25 points; (250 points maximum)	For each 10% of total new members retained ( <u>dues paid second and third year</u> )
MP5	50 points per member; (300 points maximum)	For each member who rejoins or is reinstated after being cancelled
MP6 <u>2</u>	10 points; (100 points maximum)	For recognition of new members and advancements at each chapter meeting
MP7 <u>3</u>	10 points; (150 points maximum per year)	For each non-member invited and who attends a chapter meeting (10 points for each individual)
MP8 <u>4</u>	50 points; (50 points maximum)	If MP chapter committee chair and chapter officers are comprised of individuals that report 3 or more different industry classifications
MP9	100 points; (100 points maximum)	If MP committee is comprised of at least one YEA or female member
MP10	150 points; (300 points maximum)	If Chapter hosts an employer recognition program or presentation at a Chapter meeting that awards/recognizes employers who support ASHRAE membership by paying membership dues
MP11	100 points; (100 points maximum)	For establishing and maintaining a chapter Diversity, Equity, and Inclusion committee with a member serving as chair
<b>RVC Assigns/Enters or Chapter Officer may enter the following points:</b>		
MP12	50 points; (no maximum points)	50 points per 0.5% growth in membership at the end of fiscal year above starting point
MP13 <u>5</u>	100 points; (100 points maximum)	For the incoming Chapter Membership Promotion MP committee chair or co-chair attending the MP CRC workshop
MP14 <u>6</u>	50-100 points; (100 points maximum)	For the incoming Chapter Membership Promotion MP committee chair or co-chair attending the MP centralized training ( <u>100 points for in-person CT and 50 points for virtual CT</u> ).
MP15	50 points; (100 points maximum)	If Chair or Co-Chair have been on the committee for 2 years or more
MP16 <u>7</u>	50-100 points; (100 <u>50</u> points maximum)	For planning and goal setting session with RVC and chapter MP committee members
MP8	50 points; (300 points maximum)	For every meeting with RVC through the year
MP17 <u>9</u>	10 – 100 points; (100 points maximum)	For achieving goals established in goal-setting session with RVC ( <u>points assigned by RVC by June 30</u> )
MP18	25 points; (100 points maximum)	If Membership Promotion Committee size is 5 or 3% of chapter members ( <u>whichever is less as of June 30*</u> ) with dedicated committee members serving as the Recruitment Chair, and/or Retention Chair
MP19	50 points; (100 points maximum)	Performing a Society issued survey exercise during a Chapter event.
<b>Automatically Assigned Points</b>		
MP12 <u>10</u>	50 points; (no maximum points)	50 points per <u>For each</u> 0.5% growth in membership at the end of fiscal year above starting point ( <u>calculated from number of paid and unpaid members at the start and end of the year, not including students</u> ).
MP11 <u>11</u>	25 points per month; (300 points maximum)	If Society membership delinquencies in chapter are 5% or less of total Chapter Area Assigned Members at the end of each month
MP4 <u>12</u>	25 points; (250 points maximum)	For each 10% of total new members retained ( <u>dues paid second and third year</u> )

### MEMBERSHIP PROMOTION CATEGORY 2025-26 PAOE

MP <u>513</u>	50 points per member; (300 points maximum)	For each member who rejoins or is reinstated after being cancelled
---------------	--	--

**MEMBERSHIP PROMOTION CATEGORY 2025-26 PAOE**

**RP CATEGORY 2024-25 PAOE (STAFF ASSIGNS POINTS)**

<b>MINIMUM: 800 POINTS</b>		<b>PAR: 1050 POINTS</b>
<b>Efficient use of volunteers' time:</b>		
<b>GOAL:</b> Contributions considered towards a chapter Goal/ include gifts to ASHRAE, YEA ASHRAE Learning Institute, ASHRAE Research, and Scholarships held by the ASHRAE Foundation. <b>EXCEPTIONS:</b> Foundation gifts made as part of routine ongoing Foundation Solicitations. A Chapter's Goal shall be set by each Region's DRC.		
<b>Option 1:</b>		
RP1	10 points; (1000 points maximum)	Earned by a chapter for each 1% of <i>Goal</i> attained – (100% of <i>Goal</i> ) <b>OR</b>
<b>Option 2:</b>		
RP2	10 points	Earned for each dollar per area assigned member attained
RP3	20 additional points; (3000 points max)	For each dollar per area assigned member collected above the Society dollar per member Goal of <b>\$75</b>
RP4	15 points; (15 points maximum)	For Volunteer Committee Worksheet completed by <i>October 15</i> and sent to RVC and Staff. A minimum of 3 additional chapter members should comprise the RP Volunteer Committee
RP5	25 points; (25 points maximum)	For formal recognition of all Honor Roll level contributors from the prior year's campaign before December 31 <i>(Note: Recognition items must be ordered from headquarters by September 1 to qualify)</i>
RP6	100 points; (100 points maximum)	For Chapter Full Circle Award ( <i>by November 15</i> ) ; (emerging economies to pay \$50 per officer to achieve Full Circle)
RP7	10 points	Per Chapter BOG member who contributes at the Full Circle level <i>by November 15</i> , helping the Chapter achieve "Full Circle Plus." These points are only given if the Chapter completes the Chapter Full Circle.
RP8	100 points; (200 points maximum)	100 points for meeting or exceeding 30% of Goal <i>by December 1</i> ; 100 points for meeting or exceeding 60% of Goal <i>by March 31</i>
RP9	25 points; (50 points maximum)	For the RP promotional chapter meeting held <i>after December 31</i> ( <i>Note: 25 points for RP promotion and 25 points for promotion of Research/RAC</i> )
RP10	100 points; (100 points maximum)	For workshop attendance by current RP chair or RP co-chair (as listed on chapter roster) at an RP Committee approved RP training workshop
RP11	100 points; (100 points maximum)	For attendance by the current RP Chair or RP co-chair (as listed on chapter roster) at the CRCs minimum 2 hour RP workshop if Centralized Training is also attended
RP12	50 points; (50 points maximum)	For meeting or exceeding scholarship Professional Development goal ( <i>by March 31</i> )
RP13	100 points (100 points maximum)	For a succession plan for RP chair submitted to RP Staff and RVC by April 1. Outgoing RP Chair to include the Succession Planning Training Template in the succession plan.
RP14	500 points; (500 points maximum)	For chapters who have reached goal (based on receipts at headquarters) <i>by June 15</i>
RP15	300 points; (300 points maximum)	For reaching Challenge Goal (105% of <i>High Five</i> or 120% Goal)
RP16	250 points	For each new Golden Circle level or higher investment acquired and credited to the chapter (as determined by the RVC & RP ExCom guidelines).
RP17	200 points; (200 points maximum)	Apex Award
RP18	150 points	For each renewed Golden Circle or higher investment acquired and credited to the chapter (as determined by the RVC & RP ExCom guidelines)
RP19	100 points	For new <i>High Five</i> level of contributions
RP20	50 points (no maximum)	Per Special Event held by a Chapter where over 75% of profits are donated to the RP Campaign. ( <i>To qualify as a Special Event profits must meet or exceed \$500 for in-person events; \$100 for virtual events.</i> ) ( <i>For emerging economies to qualify, Special Event profits must meet or exceed \$250 for in-person events; virtual events do not qualify.</i> )
RP21	50 points (no maximum)	For each endowed contribution (\$1,000 minimum)

**RP CATEGORY 2024-25 PAOE (STAFF ASSIGNS POINTS)**

RP22	10 points (no maximum)	Per \$ per/member for chapters who meet or exceed \$50 per/member and reach or exceed Goal (\$25 per/member for emerging economies)
RP23	200 points; (200 points maximum)	For meeting or exceeding 60% of goal by March 31
RP24	50 points (200 points maximum)	Per 10% growth in number of donors at the end of fiscal year above starting point. Add additional points for first time donors and those who have not donated in the last three years.
RP25	10% - 100 points; 15% - 150 points; 20% - 200 points	For chapters that receive donations from 10% or more of their area assigned members.
RP26	50 points; (50 points maximum)	For communicating current list of research projects in your region via chapter website, newsletter, social media, or other form of communication
RP27	15 points; (100 points maximum)	For chapters that conduct an RP announcement at a chapter meeting. This announcement should follow a template: campaign update, thank donors, announce upcoming events.

ALL RP POINTS ARE ENTERED BY ASHRAE STAFF. SEE THE 2023-2024 PAOE NEWSLETTER FOR RP CRITERIA.<br> SEE PAOE POINT SUMMARY REPORT ON WEBSITE OR RP TRAINING MANUAL FOR RP YEAR-TO-DATE POINTS.<br> The RP Report is sent to the Chapter RP Chair at the end of each month and to the Chapter Presidents four times during the campaign (December, March, May and July).

## STUDENT ACTIVITIES CATEGORY 2024-25 PAOE

<b>MINIMUM: 500 POINTS</b>		<b>PAR: 800 POINTS</b>
<b>Presidential Initiatives:</b>		
SA1	10 points; (500 points maximum)	For each student attending a Chapter Program or Technical Tour in alignment with the current <b>Society Theme</b> .
SA2	100 points; (500 points maximum)	For each Chapter Program presented by a student member and in alignment with the current <b>Society Theme</b> .
SA3	25 bonus points	If a K 12 activity is promoting diversity, equity, and inclusion in engineering
SA4	25 bonus points	If a post high activity is promoting diversity, equity, and inclusion in engineering
<b>K-12/STEM Activities</b>		
SA5	50 points; (add any bonus points)	For each K-12/STEM Activity. Then, add any bonus points; 50 bonus points if chapter member plans the K-12 event
SA5.1	25 bonus points	If the activity is held jointly with another organization (i.e. Boy Scouts, Girl Scouts, NAWIC, AIA, ACE Mentorship, etc.)
SA5.2	25 bonus points	For each National Engineers' Week activity or equivalent non US activity
SA5.3	10 bonus points; (100 points maximum)	If a K 12/STEM activity uses ASHRAE Resources such as the STEM Kits or the ASHRAE Children's book
SA5.4	50 points; (300 points maximum)	For each ASHRAE 3D High School Modeling Competition entered
<b>Post-High Activities</b>		<b>STUDENT MEMBERSHIP:</b>

SA6.4	50 points; (50 points maximum)	For tracking student members permanent contact information (cell phone, personal email, LinkedIn, etc.) <b>and promoting student members to use their personal email for their ASHRAE accounts.</b>
<b>GENERAL STUDENT ACTIVITIES:</b>		
SA6.5	100 points; (no maximum)	For each High School Design Competition, bEQ, AEC or Student Paper entered
SA6.6	50 points; (no maximum)	For each National Engineers' Week activity or equivalent non US activity
SA6.7	25 points; (25 points maximum)	For promoting Society or Regional level scholarships to Student Branch Advisors and/or students through e-mail, social media or in person
SA6.8	50 points; (200 points maximum)	For each student that submits an application for a Society level scholarship
SA6.10	10 points; (100 points maximum)	For each student member that attends a local chapter meeting
SA6.11	5 points; (50 points maximum)	For each student member that attends a regional ASHRAE meeting or CRC

<b>CHAPTER MEMBER ENGAGEMENT IN STUDENT ACTIVITIES:</b>		
SA6.13	25 points; (200 points maximum)	For each post high school activity in which one or more chapter member participates, excluding Student Branch Advisor participation.
SA6.14	<b>20 100</b> points; ( <b>40 200</b> points maximum)	For each meeting between a chapter member and a faculty of engineering college or tech school for the purpose of establishing a student branch
SA6.15	25 points; (50 points maximum)	For each chapter activity with student branch (e.g. Student Night meetings, technical programs, technical tours)
SA6.16	25 points; (25 points maximum)	For any chapter member mentoring a team (e.g. ASHRAE Grant or Design Competition) excluding Student Branch Advisors.

## STUDENT ACTIVITIES CATEGORY 2024-25 PAOE

SA6.17	25 points; (200 points maximum)	For each ASHRAE Student member, enrolled in engineering college, undergraduate or tech school, that is placed in an ASHRAE related summer intern job or part time job during school semester by an ASHRAE member
SA6.18	10 points; (50 points maximum)	For promoting undergraduate equipment grants to Student Branch Advisors and/or students through e-mail, social media or in person
<b>RVC Assigns/Enters the following points:</b>		
		<b>TRAINING:</b>
SA7.1	100 points; (100 points maximum)	For the incoming Chapter Student Activities committee chair attending the SA Centralized Training
SA7.2	100 points; (100 points maximum)	For the incoming Chapter Student Activities committee chair attending the SA CRC workshop
SA8	50-100 points; (100 points maximum)	For planning/goal setting session with RVC ( <i>points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later</i> )
SA9	10-100 points; (100 points maximum)	For achieving goals established in goal setting session with RVC ( <i>points assigned by RVC by June 30</i> )
SA10	100 bonus points	For obtaining PAR by April 30
		<b>AWARDS:</b>
SA11	100 points; (no maximum)	For each award nomination: Student Activities Achievement Award (due December 31 <sup>st</sup> each year), Youth Outreach award (due December 31 <sup>st</sup> each year) and Student Branch Advisor of the Year (due June 10 <sup>th</sup> each year)
SA12	100 bonus points	If all chapter officers + K-12 STEM Champion (or SA chair) participate in a K-12/STEM activity (this qualifies for the K-12/STEM leadership award)
<b>Automatically Assigned Points</b>		
SA6.1	50 points; (50 points maximum)	If net student membership as of April 1 for the chapter exceeds that of previous year
SA6.2	10 points; (500 points)	For each current student member that renews their ASHRAE student membership
SA6.3	50 points; (no maximum)	For each student member that transfers from student member to Associate member via SmartStart
SA6.9	25 points; (no maximum)	For each student member attending the Winter Conference Student Program; 25 bonus points for any student outside of the continental United States.
SA6.12	100 points; (no maximum)	For establishing a new student branch or reactivating an inactive student branch

## YOUNG ENGINEERS IN ASHRAE CATEGORY 2024-25 PAOE

MINIMUM: 300 POINTS		PAR: 900 POINTS
<b>Presidential Initiatives:</b>		
YEA1	100 points; (500 points maximum)	For each Chapter Program presentation by a YEA member in alignment with the current <b>Society Theme</b> .
<b>Membership:</b>		
YEA3	25 points (200 points maximum)	For any YEA member involved with a Membership Promotion program or event
<b>Technical Committees:</b>		
YEA7	200 points; (no maximum)	For each YEA member who did a Technical presentation at a CRC, Winter, Annual or Topical Conference
<b>Historical Activities:</b>		
YEA8	25 points (50 points maximum)	For a local Chapter Historical activity performed by a YEA member
<b>YEA Program Attendance:</b>		
YEA10	50 points; (150 points maximum)	For each YEA member who attends a YEA webinar sponsored by the Society YEA Committee
YEA11	50 points for nomination; (200 points maximum)	Applying for the YEA scholarship for the HVAC Design course <a href="https://www.ashrae.org/communities/young-engineers-in-ashrae-yea/yea-events-and-programs/yea-scholarship-for-hvac-design-essentials-training">https://www.ashrae.org/communities/young-engineers-in-ashrae-yea/yea-events-and-programs/yea-scholarship-for-hvac-design-essentials-training</a>
YEA12	100 points; (300 points maximum)	YEA member attendance at an in person or virtual HVAC Design course (including applying for the YEA scholarship for the class)
<b>Awards and Submission Activities:</b>		
YEA13	50 points; (200 points maximum)	For each nomination for any Society-level YEA Award: Developing Leader, Award of Individual Excellence – Professional Development, Award of Individual Excellence – Personal Development, Award of Individual Excellence – Outreach
<b>Meetings, Presentations or Events:</b>		
YEA14	50 points; (100 points maximum)	For each YEA event at chapter meeting or separate organized YEA event
YEA15	50 points; (100 points maximum)	For each YEA activity outside of a chapter meeting that also includes a technical component, i.e., presentation, panel discussion, technical tour, etc.
YEA16	50 points; (100 points maximum)	Joint event with your professional or new professional affinity group within another society (i.e., CIBSE, YEN, AIA Emerging Professionals)
YEA17	25 points; (100 points maximum)	YCC presents on YEA programs similar to CRC workshop presentation at chapter event
YEA18	100 points (100 points maximum)	YEA hosted work placement or job fair to increase student retention
YEA19	250 points (250 points maximum)	For an event hosted by the Chapter YEA Committee with Diversity, Equity, and inclusion awareness or training
YEA20	50 points (50 points maximum)	20% of YEA Members at a single event
YEA21	150 points (150 points maximum)	40% of YEA Members at a single event (Single event cannot count for both this PAOE and PAOE YEA20)
YEA22	300 points; (300 points maximum)	60% of YEA Members at a single event (Single event cannot count for both this PAOE and PAOE YEA20 and YEA21)
<b>Chapter Operations and Activities:</b>		

## YOUNG ENGINEERS IN ASHRAE CATEGORY 2024-25 PAOE

<b>Student Activities:</b>		
YEA26	25 points (200 points maximum)	For each YEA member involved with a Student Activity program or event
YEA27	50 points (100points maximum)	For each presentation about the Young Engineers in ASHRAE (YEA) program to student members
<b>RVC Assigns/Enters the following points:</b>		
YEA28	100 points; (100 points maximum)	For the incoming Chapter YEA committee chair or co-chair attending the YEA CRC workshop and participating at the CRC
YEA29	50 points; (50 points maximum)	For a YEA Chapter Chair issuing a set of MBOs to YEA Regional Vice Chair
<b>Automatically Assigned Points</b>		
YEA2	25 points; (200 points maximum)	For each new member who qualifies as YEA (who were not student transfers)
YEA4	200 points; (200 maximum)	For increasing YEA membership over the Society year by 5%
YEA5	50 points; (300 points maximum)	For each YEA member who is a provisional corresponding member or corresponding member of an ASHRAE TC (points per YEA member, not per committee)
YEA6	100 points; (500 points maximum)	For each YEA member who is a voting member of an ASHRAE TC, TRG, MTG, *RP, SPC, SSPC, GPS or SGPC (VM or NVM) (*RP = Research Project) (Participation can be verified from the ASHRAE Committee Participation by Region Report which can be provided by each DRC. Points per YEA member, not per committee)
YEA9	200 points; (600 points maximum)	For each YEA member who attends in person YEA Leadership Weekend, YEA Leadership International, YEA Leadership 2.0, Leadership U or LeaDRS program during the Society year
YEA23	50 points; (150 points maximum)	For each chapter officer or board of governors member who is a YEA member (BOG position must appear on CIQ)
YEA24	50 points; (150 points maximum)	For each YEA member assigned to a Chair position
YEA25	25 points; (100 points maximum)	For each YEA member assigned to a committee position to provide YEA ideas and participation

REG	Chapter	CO1	CO2	CO3	CO4	CO5	CO6	Total (700 min)
I	Bi-State							
	Boston							
	Buffalo							
	Central New York							
	Champlain Valley							
	Connecticut							
	Granite State							
	Long Island							
	Maine							
	New Jersey							
	New York City							
	Northeast							
	Rhode Island							
	Rochester							
	Twin Tiers							
II	Halifax							
	Hamilton							
	London (Canada)							
	Montreal							
	NB/PEI							
	Ottawa Valley							
	Quebec							
	Toronto							
	Windsor							
III	Anthracite							
	Baltimore							
	Central Pennsylvania							
	Hampton Roads							
	Johnstown							
	Lehigh Valley							
	National Capital							
	Philadelphia							
	Pittsburgh							
	Richmond							
	Roanoke							
IV	Atlanta							
	Charleston							
	Greenville							
	North Piedmont							
	South Carolina							
	Southern Piedmont							
	Triangle							

V Akron/Canton  
Central Indiana  
Cincinnati  
Cleveland  
Columbus  
Dayton  
Detroit  
Evansville  
Fort Wayne  
Northern Indiana  
Toledo  
Western Michigan

VI Cedar Valley  
Central Illinois  
Illinois  
Iowa  
La Crosse Area  
Madison  
Minnesota  
Mississippi Valley  
Northeast Wisconsin  
St Louis  
Wisconsin

VII Baton Rouge  
Birmingham  
Bluegrass  
East Tennessee  
Louisville  
Memphis  
Mississippi  
Mobile  
Nashville  
New Orleans  
North Alabama  
Northwest Florida  
Tennessee Valley  
West Virginia

VIII Alamo  
Arkansas  
Austin  
Central Oklahoma  
Dallas  
East Texas  
Fort Worth

Guadalajara  
Houston  
Mexico City  
Monterrey  
Northeastern Oklahoma  
Northwest Arkansas  
South Texas  
West Texas

IX Big Sky  
Black Hills Area  
El Paso  
Idaho  
Kansas City  
Nebraska  
New Mexico  
Ozarks  
Pikes Peak  
Rocky Mountain  
South Dakota  
Utah  
Wichita

X Central Arizona  
Golden Gate  
Hawaii  
Northern Nevada  
Orange Empire  
Sacramento Valley  
San Diego  
San Joaquin  
San Jose  
Sierra Delta  
Southern California  
Southern Nevada  
Tri County  
Tucson

XI Alaska  
British Columbia  
Inland Empire  
Manitoba  
Northern Alberta  
Oregon  
Puget Sound  
Regina  
Saskatoon

Southern Alberta  
Vancouver Island

XII Argentina  
ASHRAE Caricom  
Brasil  
Central Florida  
Chile  
Colombia  
Ecuador  
Florida West Coast  
Gold Coast  
Jacksonville  
Miami  
Paraguay  
Peru  
Puerto Rico  
South Brazil  
Southwest Florida

XIII Hong Kong  
Indonesia  
Japan  
Macao  
Malaysia  
Philippines  
Singapore  
South Korea  
Taiwan  
Thailand

XIV ASHRAE UK  
Cyprus  
Danube  
Hellenic  
Ireland  
Israeli  
Portugal  
Spain

XV ASHRAE Bangalore  
ASHRAE Deccan  
ASHRAE Mumbai  
Bangladesh  
Chandigarh  
Chennai  
East India

India  
Pune  
Rajasthan  
Sri Lankan  
Western India

RAL Alexandria  
ASHRAE Falcon  
ASHRAE Nigeria  
Bahrain  
Cairo  
Central Pakistan  
Faisalabad  
Ghana  
Jordan  
Kuwait  
Lebanese  
Libya  
Northern Pakistan  
Oman  
Pakistan  
Pyramids  
Qatar Oryx  
Saudi Arabia  
South Africa  
Sudan  
Turkish



**MEMBERSHIP PROMOTION COMMITTEE**  
**Report to Members Council**  
*From the meeting of Saturday, February 8, 2025, Orlando Florida*

<u>Members</u>	<u>Non-Voting</u>	<u>Guests</u>
Jason Urso, Chair		Andrei Burlacu
Louise McKenzie, 1 <sup>st</sup> Vice Chair		Steve Grant
Rob Druga, 2 <sup>nd</sup> Vice Chair		Ravindra Senavirathna
Daniel Chudecke, Consultant	<u>Staff</u>	Jonathan Alo
Chonghui Liu	Daniel Gurley, Staff Liaison	Brad White
Reaz Usmanali	Anne Wilson, Staff Liaison	Hande Akten Col
Christine Smith	Lizzy Seymour, Director Member Services	Daniel Bourque
Darrell Sandlin		Bassel Anbari
Akshay Bhargava <b>Absent</b>		Juliana Velez
Jason Leffingwell		Bria Poe
Lionel Davis		Alexandre Knox
Ron McCarty		Mark Miller
Mark N Penchoff		Matthew Archey
Greg Jernstrom		Buzz Wright
Guillermo Massuco		Devin Abellon
Lawrence Hodgins		
Dennis Siu Lok Tung		
Adelio Gaspar		
Muhammad Ersched Jaman		
Adil Inam		

**Motion 1:**

To allow Affiliate members to hold an officer and/or chair position at the Chapter level, with the exception of the President, President Elect, and Treasurer.

**Background:**

Affiliate members receive reduced membership dues for the first 3 years of membership but do not have voting privileges, an annual complimentary benefit selection, or the ability to hold office at the Chapter, Region, and Society levels.

Many chapters are desperately looking for volunteers to fill chair positions with current officers holding multiple roles. Many Affiliate members are motivated and passionate about ASHRAE, attend meetings, and would like to be involved at the Chapter level. Allowing Affiliate members to hold office will allow them to become involved at the Chapter level, resulting in higher retention rates of these members, continued volunteerism in ASHRAE, and the transition to an Associate Member.

Currently, Affiliate Members transfer to Associate or Full Member in order to hold a Chapter position. The additional income to ASHRAE for a 2<sup>nd</sup> year Affiliate (2<sup>nd</sup> year used as an average) to upgrade their membership is currently \$180. The proposed motion will eliminate the need for Affiliate Members to upgrade their membership grade. The potential financial loss with this change is approximately \$13,500/year, based on the assumption that 75 2<sup>nd</sup> year Affiliate members will not upgrade each year. We cannot calculate the profit loss of those that have offered to volunteer but been turned away and ultimately cancelled their membership. We cannot calculate the profit loss of those that have offered to volunteer but been turned away and the impacts of having an empty chair position.

**Fiscal Impact:** -\$13,500/year

**Staff Impact:**

Update marketing materials, applications, Website, and programing for the database and CIQ.

**MP Vote:**

15-1-1-1 absent, CNV

**Motions referred to the Membership Promotion Committee for recommendation to the Members Council:**

**1. Fall 2024 CRC Motion, Region-at-Large Central Pakistan Chapter – Motion 24-RAL-5 (October 7, 2024):** Student Members Smart Start Transfer Timeline reduction to 6 months.

**Background:** ASHRAE offers Smart start program for students, however this requires the student to have been a member for one full year to avail this facility. By reducing this requirement to 6 months will only benefit ASHRAE with potentially more members who may have been introduced to or become interested in ASHRAE later in their final year of studies.

**Fiscal Impact:** Can only be positive if more student members can convert to full membership

**Staff Impact:** None

**CRC Vote:** 10-0-2, 9 absent, CNV. Motion Passed.

**MP Vote:** 2-12-0-0 absent, CNV, **Motion Failed**

**MP Comments:** MP felt that the current requirements were adequate.

**2. Fall 2024 CRC Motion, Region-at-Large Central Pakistan Chapter – Motion 24-RAL-6 (October 7, 2024):** Removal of age restriction for Affiliate membership.

**Background:** Adding an Age limit to affiliate membership reduces the potential of adding new members. By allowing someone to become an affiliate member regardless of their age, they are able to get involved with ASHRAE without committing to be a full member initially but potentially transitioning to a full member.

**Fiscal Impact:** Positive, more affiliate members and eventually full members

**Staff Impact:** None

**CRC Vote:** 12-0-0, 10 absent, CNV. Motion Passed.

**MP Vote:** 0-14-0-0 absent, CNV, **Motion Failed**

**MP Comments:** MP felt that the age restriction was appropriate as the goal of the program is to assist young professionals that were not ASHRAE student members.

## **Motions referred to Membership Promotion Committee for action**

**3. Fall 2024 CRC Motion, Regin XIV Spain Chapter – Motion 24-14-1 (September 22, 2024):** The Spain Chapter proposes that the Society Membership Promotion committee establish a Workforce Development subcommittee.

**Background:** Based on information received from the industry roundtables over the past couple of years it appears that Workforce Development (WFD) is the number one concern of most of our members and their employers. A subcommittee focused on the WFD within MP could coordinate society activities among the various interested committees and councils within Society including, but not limited to MP, SA, YEA, GAC and marketing to ensure this information and coordinated messaging gets disseminated across all of Society through our regions and chapters. The subcommittee could be made up of existing MP representatives and asked to only meet virtually twice per year prior to the annual and summer meetings.

**Fiscal Impact:** None.

**Staff Impact:** 2 hours per year to setup the virtual meetings with the subcommittee chair or lead.

**CRC Vote:** 9-0-0 CNV

**MP Vote:** 1-12-0-1 absent, CNV, **Motion Failed**

**MP Comments:** The MP Committee agreed with the intent of this motion, however MP is not the appropriate owner of this. They will happily promote this as an additional benefit of ASHRAE, but believe this may lie with either Members Council or within the Professional Development department of ASHRAE.

### **Information Items to report to Members Council:**

- In 2019 prior to the pandemic, ASHRAE had 57,700 members, which dropped to 51,300 in 2021. I am happy to report that we have rebounded to over 55,000 members as of January 2025.
- Full dues paying members are up 427 over last year and total members are up by 663 over last year.
- GroupPay has 8 organizations participating, will continue to advertise this option.
- Benefit to new full dues paying members to attend one conference for free within 2 years of joining. We had 184 new members take advantage of attending in Chicago and 93 for Indy.
- Hosted the meeting of 2 Member Resource Groups (MRGs), that allow members with common backgrounds or interests to network and share stories in a safe space. Current MRGs are New Members and Professionals with Young Families. Both were well attended. Continuing to investigate other offerings.
- Membership Promotion has been collecting cancellation data for the last 2 years and has started to analyze the reasons people tell us they cancel.
- Committee held a successful MP Centralized Training in Indy, over 80 MP Chairs/CoChairs in attendance. Held a virtual option on September 13, 2024 and trained over 70 MP Chairs/CoChairs with other chapter officers in attendance.

### **Additional Information Items:**

#### **1. Retention:**

As of Jan 31st	Total	Members Paid	Members Unpaid	Students Paid	Students Unpaid
2024	54,376	48,082	3,998	4,250	2,296
2025	55,009	47,837	4,949	4,559	2,223

The developing economies membership program is in its 15th year. In July 31, 2008, just after it began, there were 135 members participating. As of Dec 31, 2024, there were a total of 3,028 (includes all new grades that were added) members participating.

Review of the new member survey, reminder of making sure new members feel included and engaged.

Review of the annual Member Satisfaction Survey how can it be changed to get more participation from younger members.

**2. Chapter Chair Training & Development:**

- a) MP hosted an in person Centralized Training in Indy with over 80 in attendance.
- b) Hosted Virtual Centralized Training in September with 70 in attendance.
- c) MP continues to investigate the best options to ensure MP Chairs/CoChairs are trained.

**3. Recruitment:**

- a) Brainstorm the tangible benefits of ASHRAE, networking, access to knowledge, and professional growth.
- b) Ideas to get employers to support dues payments.
- c) Assist with implementation of new bulk member discount.
- d) Assist with implementation of new comp meeting registration for new full dues paying members.

**4. Member Communication:**

- a) Working with the BOD Diversity and Inclusion group.
- b) Develop talking points for DRCs and regional leaders to provide thoughts and ideas for them to share with their chapters and how those chairs can start.
- c) Hosted a successful Women in ASHRAE breakfast with over 250 attendees.
- d) Hosted Member Resource Groups, New Members and Professionals with Young Families.
- e) Spanish language videos being research for benefits.

MBO Update 2024-2025 SY

Can be viewed at: <https://public.3.basecamp.com/p/bxDnfy3mGcvPDMtQGnDzVVaN>

**RESEARCH PROMOTION COMMITTEE**  
 Report to Members Council  
 From Meeting of February 8, 2025

<b><u>Members Present</u></b>	<b><u>Guests</u></b>
Les Pereira, Chair	Billy Austin
Haley Goslinga, 1 <sup>st</sup> Vice Chair	Daniel Borque
Andy Manos, 2 <sup>nd</sup> Vice Chair	Buzz Wright
Kevin Baldwin, 3 <sup>rd</sup> Vice Chair	Juliana Velez
Kimberly Thompson, 4 <sup>th</sup> Vice Chair	Dalip Singh
Eric Fontaine, RVC Region I	Samir Traboulsi
David Sinclair, RVC Region II	Rob Craddock
Morgan Stevens, RVC Region III	Matthew Theriault
Brian Justice, RVC Region IV	Alexandre Kontoyanis
Matt Belko, RVC Region V	Seth Kunkel
Jennings Davis, RVC Region VII	Sherry Abbot-Adkins
Greg Tinkler, RVC Region VIII	Scott Peach
Wes Stanfill, RVC Region IX	Erica Powell
Robert Kunkel, RVC Region X	Matt Archie
Nathan Ziegler, RVC Region XI	Scott Martin
Aleksander Andjelkovich, RVC Region XIV	Darcy Carbone
Sayani Haribabu, RVC Region XV	Aakash Patel
Omer Khan, RVC Region-at-Large	Julia Timberman
Guy Perreault, ARC	Genevieve Lussier
Mahroo Eftekhari, BOD	Mark Miller
<b><u>Members Present Virtually</u></b>	<b><u>Staff</u></b>
Mayra Reyes, RVC Region VI	Julia Mumford
Javier Korenko, RVC Region XII	Megan Gotzmer
Suei Keong Chea, RVC Region XIII	Sami Cowan
	Kirstin Pilot

**Motions**

**Fall 2024 CRC Motion, Regin II Ottawa Valley Chapter – Motion 24-2-5 (August 25, 2024):**  
**That the Chapter-level RP minimum donation threshold for society-level acknowledgement of business donations be reduced from \$500 to \$250.**

Background: At the chapter level the \$500 threshold has been a big deterrent for smaller companies to donate to our RP campaign. In Canada we also appear to be entering a recession, so getting \$500+donations will be more difficult in the upcoming months. Lowering this threshold would improve chapter-level ability to hit RP targets. A lower level could even be made that has less visibility but still provides incentive for smaller donations.

Fiscal Impact: Increased RP revenue.

Staff Impact: Increased documentation.

CRC Vote: 7-0-1 CNV, 1 absent.

**Status of Referred Motions**

**Motion: Fall 2024 CRC Motion, Regin II Ottawa Valley Chapter – Motion 24-2-5 (August 25, 2024): That the Chapter-level RP minimum donation threshold for society-level acknowledgement of business donations be reduced from \$500 to \$250.**

Background: At the chapter level the \$500 threshold has been a big deterrent for smaller companies to donate to our RP campaign. In Canada we also appear to be entering a recession, so getting \$500+donations will be more difficult in the upcoming months. Lowering this threshold would improve chapter-level ability to hit RP targets. A lower level could even be made that has less visibility but still provides incentive for smaller donations.

Fiscal Impact: Increased RP revenue.

Staff Impact: Increased documentation.

CRC Vote: 7-0-1 CNV, 1 absent.

Answer: RP Committee discussed this motion and will vote on action at an upcoming meeting or by letter ballot in order to report at the next Member Council meeting.

Status: open

## Information Items

### 1. Goal: \$2,680,000

Region	YTD Results	Last Year This Month	% Ahead / Behind	Total Regional Goal	% Regional Goal
<b>RVC: Eric Fontaine</b>					
I	\$56,184	\$47,285	18.8%	\$226,980	24.8%
<b>RVC: David Sinclair</b>					
II	\$36,617	\$47,072	-22.2%	\$193,120	19.0%
<b>RVC: Morgan Stevens</b>					
III	\$53,200	\$63,540	-16.3%	\$218,100	24.4%
<b>RVC: Brian Justice</b>					
IV	\$70,025	\$85,454	-18.1%	\$207,700	33.7%
<b>RVC: Matthew Belko</b>					
V	\$75,215	\$88,235	-14.8%	\$158,690	47.4%
<b>RVC: Mayra Reyes</b>					
VI	\$36,340	\$46,944	-22.6%	\$177,840	20.4%
<b>RVC: Jennings Davis</b>					
VII	\$39,114	\$39,218	-0.3%	\$154,700	25.3%
<b>RVC: Greg Tinkler</b>					
VIII	\$129,232	\$86,472	49.4%	\$425,587	30.4%
<b>RVC: Wesley Stanfill</b>					
IX	\$47,607	\$56,040	-15.0%	\$280,800	17.0%
<b>RVC: Robert Kunkel</b>					
X	\$87,613	\$65,380	34.0%	\$220,300	39.8%
<b>RVC: Nathan Zeigler</b>					
XI	\$36,656	\$55,495	-33.9%	\$174,400	21.0%
<b>RVC: Javier Korenko</b>					
XII	\$43,759	\$56,318	-22.3%	\$146,520	29.9%
<b>RVC: Suei Keong Chea</b>					
XIII	\$35,109	\$20,990	67.3%	\$53,240	65.9%
<b>RVC: Aleksandar Andjelkovic</b>					
XIV	\$1,688	\$1,060	59.2%	\$6,008	28.1%
<b>RVC: Sayani Sri Haribabu</b>					
XV	\$8,542	\$7,898	8.2%	\$17,500	48.8%
<b>RVC: Umar Kahn</b>					
RAL	\$15,377	\$8,031	91.5%	\$18,060	85.1%
<b>TOTALS:</b>	\$772,277	\$775,431	-0.4%	<b>\$2,680,000</b>	28.8%
				(Campaign Goal)	

2. The RP Committee discussed Centralized Training for 2025-26. They have proposed two training dates for Regions I-XII, September 14-15 and September 21-22, 2025. The locations (subject to the availability of venues) will be Denver, Colorado and Atlanta, Georgia at ASHRAE HQ. This schedule does not include supporting Region XIII, XIV, XV, and RAL by conducting staff led Training at these Regions' CRCs and virtually when possible. We will also offer new Chapter RP chairs a "quick start" online training in July of 2025 so they can get basic information on the role and Society at the beginning of the campaign year before an in-depth Centralized Training.
3. RP staff has led training for chapter volunteers. In addition to Centralized Training in the fall, which had attendance from 40% of eligible chapters, staff and the RP Committee held two online "mini-trainings" on fundraising topics. These mini trainings were attended by 63 ASHRAE volunteers.

In addition, RP chair Les Pereira conducted RP training at Region XIII and Region XIV CRCs in 2024. 2023-24 RP Committee Chair Aakash Patel conducted training in the newly formed Region XV in October. Staff, along with volunteers including past RP RVC Adeeba Mehboob, helped lead virtual RP training at the RAL CRC.

4. ASHRAE recognized major donors to the 2023-24 RP Campaign at the President's Lunch on February 10, 2025. Forty-three guests representing 17 companies and three individuals were honored. A list of donors and giving levels can be found online at [www.ashrae.org/rp](http://www.ashrae.org/rp) and in the Honor Roll of Donors in the October *ASHRAE Journal*.

### **MBO Update**

[2024-25 Members Council MBO Tracking Spreadsheet](#)

### **Attachments**

None

## CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

MINIMUM: 600 POINTS		PAR: 1500 POINTS
CIQ due 60 days prior to CRC; exception may be made by the DRC. The completed CIQ will represent the incoming chapter officers and chapter committee chairs for the next Society year.		
<b>Explanation to reach Minimum for Chapter Operations:</b> To reach minimum, the Chapter Information Questionnaire (CIQ) must be complete and forwarded to DRC and Society 60 days prior to CRC. The completed CIQ will represent the incoming chapter officers and chapter committee chairs for the next Society year. The DRC is responsible for determining if criteria are met. All individuals serving in a chapter position must be an ASHRAE Full Member or Associate grade member (except Webmaster and Newsletter Editor who can be a student member; Affiliate grade for YEA). No person can serve in more than one officer position (exception, two positions for chapter with less than 75 members). A chapter officer may also serve in one committee chair position.		
<b>Presidential Initiatives:</b>		
CO1	200 points; (200 points maximum)	If the entire Chapter Board of Governors view the following two videos (Note: Board of Governors must be listed in the CIQ): Part 1: Sexual Harassment Prevention Training <a href="https://www.youtube.com/watch?v=sL7LwBsV9bM">https://www.youtube.com/watch?v=sL7LwBsV9bM</a> Part 2: Sexual Harassment Prevention Training <a href="https://www.youtube.com/watch?v=1za7gs9S2H0">https://www.youtube.com/watch?v=1za7gs9S2H0</a>
CO21	25 points; (200 points maximum)	For each Chapter Officer completing "Decarb 101" training by the Center for Excellence in Building Decarbonization (CEBD) located on our CEBD website link. For each Chapter Member that participates in a K-12 (or equivalent) career or vocation information event and promotes stem careers specifically in the Built Environment or Technical Trades specializing in Building Mechanical Systems (Electrician, Plumber, HVAC Technician, welder, pipe fitter, etc.)
CO32	150 points each; (600 points maximum)	For chapter programs or educational seminars focused on employer engagement and the HVAC&R workforce of the future. For chapter programs or educational seminars focused on providing practical knowledge to building operating personnel or facility managers to improve the indoor environmental quality of existing buildings.
CO43	250 points each; (no maximum)	For chapter programs or educational seminars focused on the Society Theme. For chapter programs or educational seminars focused on the Society Theme of Healthy Buildings (IAQ, Acoustics, lighting, thermal comfort, potable water quality, or the balance between energy and IEQ)
CO5	200 points; (200 points maximum)	For creating or maintaining a Chapter Sustainability Committee that meets periodically and has two (2) sustainability activities in the year focusing on energy and carbon reduction.
CO64	500 points each; (no maximum)	For a chapter sponsored community sustainability project For a chapter sponsored indoor environment quality (IEQ) related projects that benefit public schools, non-profit community serving organizations, or healthcare facilities that serve the elderly or other at risk communities.
<b>Note for Sustainability Points:</b> A Chapter Sustainability Award is available for each chapter that obtains a minimum total of <b>700 points</b> from the items listed above in categories CO5-CO6 under Presidential Initiatives. The chapter with the highest PAOE sustainability points total will receive a Regional award (excludes the Community Sustainability Project).		
CO7	50 points; (no maximum)	For each job fair that is held in person or virtually that a chapter hosts or co-hosts with another chapter (or other entity) that has a minimum of five companies in attendance
CO85	5 points per time; (50 points maximum)	For each promotion of the ASHRAE Jobs Board in the Chapter Newsletter. For each article in the chapter newsletter or chapter website that focuses on some aspect of IEQ
CO9	5 points per attendee; (150 points maximum)	For each chapter officer who meets a first time attendee, welcomes them to the chapter meeting and introduces them to other chapter members at a chapter meeting (Chapter to provide tally sheet to first time attendee for validation.)

## CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

CO106	50 points; (150 points maximum)	For each joint meeting with another chapter from an international Region <u>For each joint meeting with another IEQ or water quality related organization.</u>
CO11	50 points; (150 points maximum)	For each sponsorship activity supporting various women in engineering organizations and activities such as National Women in Engineering Day <b>OR</b> for each sponsorship activity supporting Diversity, Equity and Inclusion related activities
<b>Efficient use of volunteers' time:</b>		
CO17	200 points; (200 points maximum)	If the entire Chapter Board of Governors view the following two videos (Note: Board of Governors must be listed in the CIQ): Part 1: Sexual Harassment Prevention Training <a href="https://www.youtube.com/watch?v=sL7LwBsV9bM">https://www.youtube.com/watch?v=sL7LwBsV9bM</a> Part 2: Sexual Harassment Prevention Training <a href="https://www.youtube.com/watch?v=1za7gs9S2H0">https://www.youtube.com/watch?v=1za7gs9S2H0</a>
CO58	25 points; (200 points maximum)	For creating or maintaining a Chapter Sustainability Committee that meets periodically and has two (2) sustainability activities in the year focusing on energy and carbon reduction.
CO129	50 points; (50 points maximum)	For conducting chapter planning meeting prior to August 1 (all officers and committee chairs) (Note: Requires Chapters to provide a report of the plan to their DRC by August 1 to receive credit for this effort in addition to reporting into the PAOE accounting system.)
CO13	200 points; (200 points maximum)	<u>For a chapter presentation by the Chapter President on "This is ASHRAE presentation"</u>
CO1410	50 points; (50 maximum)	For the Chapter Nominations Committee meeting and bringing completed CRC Nominations Worksheet to the Region's Caucus
CO1511	50 points; (100 points maximum)	For each ASHRAE Core Value chapter activity (Excellence, Commitment, Integrity, Collaboration, Volunteerism, Diversity) using a soft skills presentation, lecture or activity with the main subject addressing one or more of the core values
CO16	50 points; (200 points maximum)	<u>For each chapter member that submits a building assessment for a Building EQ rating (bEQ) (either in-Operation or As Designed), points doubled if submitter also submits for the Energy Genius Award.</u>
CO1712	25 points; (100 points maximum)	For each chapter member, <u>in coordination with the BOG</u> , promoting or presenting on Building EQ (bEQ) to an outside organization, building owner, facility manager, building operator, or tenant.
CO1813	50 points; (50 points maximum)	For establishing a chapter TC Liaison to encourage more interaction between the chapter and their members working on Technical Committees.
CO14	100 points; (100 points maximum)	<u>For establishing and maintaining a chapter Diversity, Equity, and Inclusion committee.</u>
<b>Meetings:</b>		
CO1915	50 points; (500 points maximum)	For each chapter meeting with a grassroots committee theme and associated activities and announcements
CO2016	100 points; (100 points maximum)	If annual attendance at meetings (including virtual meetings), exceeds that of previous year by at least 10% (Attendance includes total for dinner, lunch or breakfast meetings where minimum 45 minutes business or technical presentation or panel discussion is held for continuing education.)
CO2117	100 points; (100 points maximum)	For presenting a Technical Committee presentation at chapter meeting
CO2218	100 points; (100 points maximum)	For a chapter presentation by a Chapter Officer on the current Society Strategic Plan by November 30 (PowerPoint to be provided by the Society Planning Committee) (click here for current Strategic Plan)

## CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

CO <del>23</del> <ins>19</ins>	75 points; (300 points maximum)	For organizing an employer recognition, one-on-one meeting, company presentation and/or employer recognition/ dialogue/roundtable event to promote the benefits of ASHRAE membership for company members and solicit feedback on how ASHRAE and the local chapter can better serve the company (Points doubled if event includes a visiting Regional Officer, Society Officer or Board of Directors member.)
CO <del>24</del>	<del>50 points (no maximum)</del>	<del>For establishing or maintaining an operating Section or Group (each Section or Group)</del>
CO <del>25</del>	<del>10 points; (no maximum)</del>	<del>For each chapter member who registers for a Winter or Annual Society meeting</del>
CO <del>720</del>	50 points; (no maximum)	For each job fair that is held in-person or virtually that a chapter hosts or co-hosts with another chapter (or other entity) that has a minimum of five companies in attendance
CO <del>1121</del>	50 points; (150 points maximum)	For each sponsorship activity supporting various women in engineering organizations and activities such as National Women in Engineering Day <b>OR</b> for each sponsorship activity supporting Diversity, Equity and Inclusion related activities
<b>Honors and Awards Activities:</b>		
CO <del>2622</del>	25 points; (25 points maximum)	For establishing and maintaining a chapter Honors and Awards Committee
	( <i>No maximum; see line items points below.:</i> )	**For each individual award nomination with the appropriate documentation in accordance with the procedures stated on the ASHRAE website and as follows:
CO <del>26.1</del>	<del>100 points; (no maximum)</del>	<del>Fellow nominations</del>
CO <del>26.2</del> <ins>23</ins>	100 points; (no maximum)	Individual award nominations for the following: F. Paul Anderson Award, Louise and Bill Holladay Distinguished Fellow Award, <u>Fellow Nominations</u> , Andrew T. Boggs Service Award, ASHRAE Hall of Fame, ASHRAE Pioneers of the Industry Award, E.K. Campbell Award of Merit and Honorary Member
CO <del>26.3</del> <ins>24</ins>	75 points; (no maximum)	For each Exceptional Service Award (ESA) nomination
CO <del>26.4</del> <ins>25</ins>	50 points; (no maximum)	For each Distinguished Service Award (DSA) nomination
CO <del>26.5</del> <ins>26</ins>	50 points; (no maximum)	Regional Award of Merit nominations
CO <del>26.6</del> <ins>27</ins>	25 points; (no maximum)	Chapter Service Award nominations
<b>Planning:</b>		
CO <del>2728</del>	75 points; (75 points maximum)	For a planning/goal setting session with DRC resulting in written measurable objectives by October 1
CO <del>2829</del>	500 points for establishing or 300 points for updating annually; (500 points maximum)	For establishing and updating annually a chapter long term strategic plan (minimum of 3 years) with goals for chapter growth, leadership, and financial stability. Plan to be submitted to DRC for approval not later than January 1 <u>and evaluated yearly</u> .
CO <del>2930</del>	10 – 50 points; (50 points maximum)	For achieving goals established in planning session
<b>Chapter Finances:</b>		
CO <del>3031</del>	200 points; (200 points maximum)	For ensuring an annual audit of the previous year's chapter accounts and funds by the <u>Chapter</u> Auditing Committee or a CPA firm, with the results being reported to the BOG and DRC <u>no later than July 30 within 3 months of the audit completion</u> (Points should be entered for audit and reporting of the previous year's finances.) <b>(This category must be completed in order to meet PAR)</b>
CO <del>3132</del>	50 points; (50 points maximum)	For the BOG approving an annual budget no later than September 15
CO <del>3233</del>	10 points; (120 points maximum)	For each <u>month time</u> the BOG approves a <u>monthly financial</u> report from the Treasurer within 30 days of <u>reported month the report period</u> end. (Refer to the Manual for Chapter Operations for report requirements.)

## CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

CO33 <del>34</del>	25 points; (25 points maximum)	For filing any required tax forms by the deadline (November 15 for US Chapters, <u>date varies internationally</u> ) <u>(Tax forms may be replaced by a different national requirement for non-US Chapters)</u> .
CO34 <del>35</del>	25 points; (25 points maximum)	For the BOG appointment of Auditing Committee, no later than April 15 (BOG members are not eligible to serve on Auditing Committee)
CO35	<del>25 points; (25 points maximum)</del>	<del>For on-time payment of region dues</del>
CO36	50 points; (50 points maximum)	For the Incoming Chapter Treasurer attending the Treasurer or Chapter Operations' Workshop at CRC <u>or virtually</u> .

### **DRC/RMCR Assigns/Enters the following points:**

CO37	50 points each; (200 points maximum)	For each chapter officer who attends the CRC besides the Delegate and Alternate (Chapter Officers are defined as BOG, e.g. president, president-elect, treasurer, secretary, etc.)
CO38	50 points; (50 points maximum)	For President-Elect attendance at President-Elect Training in Regional Planning Meeting, <u>virtual meeting</u> , or <u>and</u> CRC workshop session.
CO39	100 points; (300 points maximum)	For each chapter member attending the Chapter Leadership Academy
CO40	50 points; (150 points maximum)	For each Chapter President, President-Elect, or Chapter Treasurer attending DRC, RMCR, or Regional Treasurer virtual “office hours” or Regional meetings.
CO41	25 points; (25 points maximum)	For <del>the chapter nominating committee report filling the CIQ</del> (with all chapter officers & committee chair positions filled) <del>distributed by the April 30 chapter meeting (Points assigned by DRC by May 15)</del> <u>deadline listed in the Manual of Chapter Operations and/or date selected by DRC</u> .
CO42	50 points; (150 points maximum)	For developing a chapter to chapter partnership with a chapter from a different region ( <i>Chapter to submit partnership reports to DRC.</i> )
CO43	50 points; (200 points maximum)	For participation of RVC, Society ExCom, Society BOG, Society Committee Chair (or any Society level position) in local chapter meetings for brief presentation/Q&A session

### **Automatically Assigned Points**

CO24	50 points (no maximum)	For establishing or maintaining an operating Section or Group (each Section or Group)
CO25	10 points; (no maximum)	For each chapter member who registers for a Winter or Annual Society meeting

**Note for Sustainability Points:** A Chapter Sustainability Award is available for each chapter that obtains a minimum total of **700 points** from the items listed above in categories CO4 under Presidential Initiatives and CO8 under Efficient Use of Volunteers' Time. The chapter with the highest PAOE sustainability points total will receive a Regional award (excludes the Community Sustainability Project points).

## CHAPTER TECHNOLOGY TRANSFER CATEGORY 2024-25 PAOE

MINIMUM: 550 POINTS		PAR: 1500 POINTS
<b>Presidential Initiatives:</b>		
CT1	50 points; (500 points maximum)	For each Chapter Program topic based on alignment with the current <b>Society Theme</b>
CT2	100 points; (no maximum)	For each Technical Tour and accompanying 30-minute presentation based on alignment with the current <b>Society Theme</b>
CT3	10 points; (500 points maximum)	For each Professional Development Hour (PDH) earned (at a Chapter Program) by a chapter member based on alignment with the current <b>Society Theme</b>
CT4	100 points; (300 points maximum)	For each Conference Paper or Technical Paper authored or co-authored by a chapter member based on alignment with the current <b>Society Theme</b>
CT5	<del>100 points; (300 points maximum)</del>	<del>For Chapter programs, presentations, continuing education, papers or published documents in alignment with the Society Theme. These programs should focus on bringing engineers, contractors, design builders, owners, operators, architects and local building officials together to the meetings.</del>
CT6	10 points; (50 points maximum)	For each informational presentation at a chapter meeting on the certification program (BEMP, CHD, HFDP, HBDP, BCxP, BEAP, OPMP)
CT7	100 points; (100 points maximum)	Presentation of the <b>Presidential Theme</b> at a chapter event.
<b>Efficient use of volunteers' time:</b>		
CT8	100 points (100 points maximum)	For a Chapter Technology Transfer Committee with a minimum of a chair and a co-chair
CT9	100 points (100 points maximum)	If CTT committee includes a refrigeration subcommittee chair
CT10	100 points (100 points maximum)	If CTT committee includes a YEA member
<b>Planning and Administrative Activities:</b>		
CT11	50 points; (50 points maximum)	For completing and publishing Distinguished Lecturer (DL) meeting schedule and speakers by October 1 or 2 weeks after the CRC, whichever is later
CT12	50 points; (250 points maximum)	For submitting summary of speaker reviews to CTTC RVC for use in regional speaker database (50 points per each speaker)
CT13	50 points; (no maximum)	For submitting DL event summary critique form within 15 days of DL visit (50 points per each DL event)
<b>Awards and Submissions Activities</b>		
CT14	300 points; (no maximum)	For each Technology Award entry at Regional level (100 additional points if ASHRAE Building EQ score is included as part of the Technology Award submission)
CT15	500 points (no maximum)	For each CTTC Award entry at Society level (including Technology Award, Milton Garland Commemorative Refrigeration Award for Project Excellence, Comfort Cooling Award for Project Excellence entry, Donald A. Siller Refrigeration Award, Dan Mills Chapter Programs Award)
<b>Meetings, Presentations or Events:</b>		
CT16	100 points; (600 points maximum)	For each 1-hour PDH seminar or webcast presentation (live or delayed) sponsored/hosted by the chapter OR for each chapter monthly meeting held where continuing education credits (e.g. PDHs, CEUs) are provided for attendees.
CT17	100 points; (600 points maximum)	For each chapter meeting presenting one of the recorded Tech-Hour programs (available on ASHRAE 365)
CT18	100 points; (no maximum)	For each joint meeting with HVAC&R peer societies, organizations, and/or associations
CT19	100 points; (no maximum)	For each ASHRAE certification earned, or renewed by a chapter member during the current fiscal year

## CHAPTER TECHNOLOGY TRANSFER CATEGORY 2024-25 PAOE

CT20	100 points; (1200 points maximum)	For each chapter seminar/program by a DL or Society Officer with multi-chapter in person visits in-line with the decarbonization initiatives of the CTTC committee. 100 points for 2 chapters, 200 points for 3 chapters, 400 points for 4 or more chapters. Points apply to all participating chapters
CT21	100 points; (600 points maximum)	For each chapter member who is currently serving on any of the following ASHRAE committees/groups: TC, TRG, MTG, *RP, SPC, SSPC, GPS or SGPC (VM or NVM) (*RP = Research Project)
CT22	50 points; (100 points maximum)	For each chapter member who is currently serving on an ASHRAE TC, TRG, MTG, *RP, SPC, SSPC, GPS or SGPC (VM or NVM) (*RP = Research Project) AND giving a presentation at their local chapter meeting that explains the function of technical committees (handbook chapters, standards, research, etc.) using the presentation template developed by TAC and posted at <a href="http://www.ashrae.org/tcs">www.ashrae.org/tcs</a> under heading "General TC"
CT23	100 points (300 points maximum)	For hosting an "ASHRAE Technical Committee (TC) Members" chapter meeting in which TC-members will be recognized for their contributions
CT24	50 points; (150 points maximum)	For Chapters with at least one Member that serves as a Distinguished Lecturer during the current Society year.
CT25	25 points; (25 points maximum)	For each chapter that puts forth a nomination for Distinguished Lecturer
CT26	100 points; (300 points maximum)	For each chapter program and chapter sponsored educational seminar with a clearly defined sustainability theme (e.g. decarbonization, energy efficiency, indoor air quality, high-performance buildings, or Building EQ)
CT27	100 points; (300 points maximum)	For each chapter program activity with a clearly defined refrigeration or cold chain field theme (must include a minimum 30-minute technical presentation)
CT28	50 points; (100 points maximum)	For each chapter program meeting presenting a residential buildings program
CT29	50 points; (200 points maximum)	For holding a chapter meeting at a venue that has an established and current sustainability plan.
<b>RVC Assigns/Enters the following points:</b>		
CT30	200 points; (200 points maximum)	For the Chapter CTT committee chair or co-chair attending the CTTC workshop at CRC
CT31	100 points; (200 points maximum)	For planning/goal setting session with RVC ( <i>points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later</i> )
CT32	100 points; (100 points maximum)	For achieving goals established in goal-setting session with RVC ( <i>points assigned by RVC by June 30</i> )
CT33	250 points; (250 points maximum)	For tracking and maintaining database of all program speakers air travel and submitting to RVC. Must include total air transportation required to get the speaker to the chapter for the chapter program. Multi-chapter visits are to split air travel by the number of participating chapters. (Points assigned by RVC by June 30)

## COMMUNICATIONS CATEGORY 2024-25 PAOE

MINIMUM: 300 POINTS		PAR: 700 POINTS
<b>Presidential Initiatives:</b>		
CC1	25 points; (25 points maximum)	For posting a narrative and link for the current ASHRAE <b>Society Theme</b> on the chapter website
CC2	5 points; (100 points maximum)	For each chapter social media posting, with photo, supporting the current ASHRAE <b>Society Theme</b>
CC3	50 points; (no maximum)	For each chapter member who is interviewed on a broadcast media regarding ASHRAE
CC4	50 points; (no maximum)	For each podcast of at least 10 minutes with a chapter member who is 50 years or older
CC5	50 points each; (no maximum)	For each presentation/podcast/panel discussion between two individuals, one involved in grassroots and the other technical, sharing why people should be involved in both aspects of ASHRAE
<b>Efficient use of volunteers' time:</b>		
		<b>WEBSITE:</b>
CC6.1	50 points; (50 points maximum)	For updating the chapter website with current officer information by October 1
CC6.2	50 points; (50 points maximum)	For updating the chapter website with chapter program schedule for the year by October 1
CC6.3	50 points; (50 points maximum)	For listing a contact email address on the chapter's website in an obvious location, such as the footer or a Contact page
CC6.4	20 points; (200 points maximum)	For each month that updated information, news, or images are posted to the chapter's homepage. Excludes posting the chapter newsletter or social media widgets
CC6.5	10 points; (100 points maximum)	For posting a monthly newsletter to the website within 15 days of publishing
CC6.6	10 points; (50 points maximum)	For promotion of Society events, certifications, or products on the chapter website using the materials available in Marketing Central at ASHRAE.org
		<b>SOCIAL MEDIA:</b>
CC7.1	50 points; (50 points maximum)	For a chapter social media channel with more than 100 followers
CC7.2	20 points; (200 points maximum)	For each month there is at least one post featuring an event photo from the last 30 days (20 points per month)
CC7.3	10 points; (100 points maximum)	For public posts that tag or mention Society accounts in the post message
CC7.4	10 points per post; (50 points maximum)	For public post that uses the hashtag #myashrae
CC7.5	25 points; (no maximum)	For each social media post where a member illustrates how certification has helped their career
CC7.6	10 points; (100 points maximum)	For each post on chapter's social media forum by a chapter member who is 50 years or older
		<b>COLLABORATION TOOLS:</b>
CC8.1	100 points; (100 points maximum)	For using Society-provided Basecamp tool for chapter leadership business in place of other digital collaboration tools (email, GoogleDrive, Box, DropBox, etc.)
CC8.2	20 points; (100 points maximum)	For adding every month the chapter meeting agenda to Basecamp
		<b>EMAIL DISTRIBUTION:</b>
CC9.1	20 points per month; (200 points maximum)	For distributing a chapter newsletter via email on a monthly basis
CC9.2	10 points; (200 points maximum)	For distributing an announcement that prominently features an upcoming event that is distributed via email at least 2 weeks prior to the event
CC9.3	25 points; (100 points maximum)	For promotion of Society events, certifications, or products in chapter emails or newsletters using the materials available in Marketing Central at ASHRAE.org
		<b>KNOWLEDGE TRANSFER:</b>
CC10.1	100 points; (100 points maximum)	For creating or updating a procedural document for chapter communications, such as instructions on updating the chapter website and sharing with RCC
CC10.2	100 points; (100 points maximum)	For holding a transition meeting with the incoming chapter Communications Chair by June 1 <sup>st</sup>

## COMMUNICATIONS CATEGORY 2024-25 PAOE

		<b>VIRTUAL:</b>
CC11	50 points; (50 points maximum)	For offering a hybrid option to the chapter members to attend the chapter meetings virtually
<b>RCC Assigns/Enters the following points:</b>		
CC12	100 points; (100 points maximum)	For Chapter Communications Chair who attends the CRC Communications workshop
CC13	100 points; (150 points maximum)	For planning/goal setting session with RCC by October 1 or 2 weeks after the CRC, whichever is later (50 point bonus if planning/ goal setting session takes place during CRC)
CC14	100 points; (100 points maximum)	For achieving goals established in goal-setting session with RCC
CC15	50 points; (50 points maximum)	For listing Disclaimer on homepage as specifically listed in the current ASHRAE Web Policy document with www.ashrae.org address linked to the Society homepage. The disclaimer is as follows: This web site is maintained by the (name of Chapter, Section or Student Branch) of ASHRAE. It does not present official positions of the Society nor reflect Society policy. ASHRAE chapters may not act for the Society and the information presented here has not had Society review. To learn more about ASHRAE activities on an international level, contact the ASHRAE home page at <a href="http://www.ashrae.org">http://www.ashrae.org</a> ."

## GOVERNMENT AFFAIRS CATEGORY 2024-25 PAOE

MINIMUM: 500 POINTS		PAR: 1250 POINTS
<b>Presidential Initiatives:</b>		
GA1	50 points; (500 points maximum)	For discussion with government associates based on alignment with the current <b>Society Theme</b> .
GA2	100 point (300 points maximum)	Discussing and sharing the ASHRAE Decarbonization position (Policy) document with a government, department, policy maker or agency
<b>Efficient use of volunteers' time:</b>		
GA3	50 points; (150 points maximum)	For establishing and maintaining a chapter Government Affairs Committee with at least 2 members to promote ASHRAE with state, provincial, and local government (50 bonus points if GAC committee includes a government employee; 100 bonus points if the GAC chair is a government employee)
GA4	50 points; (minimum 1 hour of training; 100 points maximum)	For government affairs training for chapter officers and future leaders (50 bonus points if the training includes a speaker/presenter who is a government official)
GA5	50 points; (50 points maximum)	For CTTC chair serving on the GAC committee in an effort to promote GAC topics for chapter meeting presentations
<b>Awards and Submission Activities:</b>		
GA6	100 points; (300 points maximum)	For each Chapter Government Affairs Award entry into Society or Regional competition ( <i>each Award entry counted only once</i> )
GA7	50 points; (250 points maximum)	For each article on a government affairs activities-related (e.g., state provincial, or local legislative or regulatory issue) published in a chapter newsletter or posted on a chapter website with copy sent to RVC ( <i>maximum of two articles per month</i> )
<b>Meetings, Presentations or Events:</b>		
GA8	100 points; (200 points maximum)	For each joint chapter meeting with local, state, or provincial government entity to discuss a built environment or HVAC&R industry-related topic (Must show RVC confirmation of joint planning with the other entity to promote the meeting)
GA9	100 points; (200 points maximum)	For each action or activity that commemorates or promotes National Engineers' Week or non-US equivalent activity that promotes Engineering, World Refrigeration Day, World Standards Day or other national/global events
GA10	50 points; (200 points maximum)	Holding a chapter meeting with a government official attending focusing on the <b>Society Theme</b> and the need for more people in the HVAC&R and buildings industry, including the need for capacity building within the building codes adoption and enforcement sector.
GA11	100 points; (200 points maximum)	For each chapter meeting with a government official in attendance with a technical presentation related to Building Decarbonization
GA12	50 points; (100 points maximum)	For each Chapter program on the topic of government activities ( <i>minimum 45 minute presentation; maximum 2</i> )
GA13	100 points; (400 points maximum)	For each occurrence of an ASHRAE chapter member presenting or giving testimony to a public meeting or hearing on a subject where ASHRAE's resources and standards are being used in the discussion of the subject matter
GA14	200 points; (600 points maximum)	For each piece of legislation that ASHRAE chapter members are able to get sponsored at the local or state level. The legislation should be in line with ASHRAE PPP's for current SY, PPIB's and PD's. Legislation does not have to pass for points to be counted, but summary report must be sent to RVC before claiming points

## GOVERNMENT AFFAIRS CATEGORY 2024-25 PAOE

RVC Assigns/Enters the following points:		
GA15	50-150 points; (150 points maximum)	For the incoming Chapter GAC committee chair attending the GAC CRC workshop ( <i>50 points for chapter representative other than the chair who is a senior officer or member of GAC</i> )
GA16	50-100 points; (no points maximum)	For each documented personal contact (meeting) by a chapter member with government officials (at any level of government relevant to buildings, engineering or construction, sustainability including building officials, school boards and universities school system facility staff, state energy code officials, tribal government entities etc.) with the goal of promoting ASHRAE related subjects or Chapter goals and objectives, with notification and submit a record via the online portal sent to the ASHRAE Government Affairs Office (Points will only be given once a report is submitted to the ASHRAE Government Affairs Office. Points will be assigned by the RVC, once the report is submitted to the Government Affairs Office.)
GA17	100 points; (200 points maximum)	For chapter submitting local issues related to ASHRAE and decarbonization, identified with goals and report(s) to RVC ( <i>with a cap of 200 points in one year</i> )
GA18	50-100 points; (100 points maximum)	For planning/goal setting session with RVC ( <i>points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later</i> )
GA19	10 –300 points; (300 points maximum)	For achieving goals established in goal-setting session with RVC ( <i>points assigned by RVC by June 30</i> )

## HISTORICAL CATEGORY 2025-26 PAOE

<b>MINIMUM: 100 POINTS</b>		<b>PAR: 500 POINTS</b>
<p><b>Note:</b> Histories about a system, standard, person, event or a company, outside the geographic area of the chapter are not acceptable for PAOE points unless a credible connection may be established by the Chapter Historian and approved by the Regional Historian. Histories for the Gold Ribbon Award shall be written by a chapter member from information obtained by interviewing a person knowledgeable of the history being written or from personal knowledge of the history of the system, standard, person, event or company; or from detailed research as outlined in the document "The How To Guide for Researching." All sources must be cited and referenced in a Bibliography attached at the end of the submittal document. Information obtained solely from electronic material or sources is not acceptable.</p>		
<p><b>Presidential Initiatives:</b></p>		
H1	50 points; (200 points maximum)	For identifying and documenting persons who fall under Diversity in ASHRAE <del>of with</del> historical interest within the chapter's territory who have greatly influenced the HVAC&R industry's <del>existing buildings</del> .
<p><b>Points Related to Chapter Historical Activities:</b></p>		
H2	<del>150 points; (150 points maximum)</del>	<del>For digitizing chapter historical archives posting on the chapter website and/or electronic storage and updating annually; (include a minimum of meeting minutes, monthly newsletters, listing of chapter executive inventory of historic items and memorabilia not scan-able and CRC reports)</del>
<del>H3</del> <u>2</u>	50 points; (100 points maximum)	For each Historical Chair or Co-Chair that serves on chapter historical committee for 2 years or more.
<del>H4</del> <u>3</u>	50 points; (50 points maximum)	For each member of the chapter historical committee other than the chair.
<del>H5</del> <u>4</u>	200 points; (200 points maximum)	For each history of a chapter, updates of the chapter history (5 years for a Chapter History), and history of a system, standard, person, event or a company significant to the Chapter's history (Society Gold Ribbon Award). (Note: A Chapter history must be completed before other histories can be submitted for the Gold Ribbon Award.)
<del>H6</del> <u>5</u>	100 points; (100 points maximum)	For chapter historical display at CRC (updated annually or new display)
<del>H7</del> <u>6</u>	50 points; (50 points maximum)	For creating a chapter timeline with annual updates <del>to add adding</del> previous year's events and posting on the chapter website and/or electronic storage
<del>H8</del> <u>7</u>	50 points; (50 points maximum)	For program on history with a live speaker as all or part of a monthly chapter meeting, minimum five minutes in duration.
<del>H9</del> <u>8</u>	100 points; (no maximum)	For each interview with an ASHRAE Fellow <del>member</del> or Life Member. <del>A Same</del> member can only be interviewed once every 5 years.
<del>H10</del> <u>9</u>	50 points; (50 points per individual; 300 points maximum)	For <del>a chapter officer</del> personally inviting Life members, in addition to typical meeting notification, to one of the monthly chapter meetings
<del>H11</del> <u>10</u>	25 points; (250 points maximum)	For publishing articles on chapter, company or member history in chapter newsletter. Additional 5 points for also publishing in Society publication, chapter social media or chapter website with a maximum of 8 articles
<p><b>Regional Historian Assigns/Enters the following points:</b></p>		
		<b>FOR THE INCOMING CHAPTER HISTORIAN:</b>
<del>H12</del> <u>11</u>	100 points; (100 points maximum)	For attendance at the CRC Workshop by incoming Chapter Historian
<del>H13</del> <u>12</u>	50 points; (50 points maximum)	<del>For completing chapter historians unable to attend CRC, review the ASHRAE Historian Workshop Template Power Point at the CRC, or at the start of the new ASHRAE Society year on July 1 and by October 1.</del>
<del>H14</del> <u>13</u>	25 points; (100 points maximum)	For each Membership Promotion, YEA, or Student Activities event planned with a representative from the chapter Historical Committee to add a historical context to the event.
<del>H15</del>	<del>100 points; (100 points maximum)</del>	<del>For chapter historian participating in new historical-based activities unique to the Region or Society; chapter needs to have Regional Historian's prior approval for this activity to qualify</del>
<del>H16</del>	<del>100 points; (no maximum)</del>	<del>For each leadership recall interview, as defined by the Regional and Chapter's Historians' guide; copy must be submitted to RVC by June 30</del>

### HISTORICAL CATEGORY 2025-26 PAOE

H1714	50 – 100 points; (100 points maximum)	For planning/goal setting session with Regional Historian, including the preparation and submission of the respective Chapter's Historical MBOs by November 1
H1815	10 – 100 points; (100 points maximum)	For achieving goals established in goal-setting session with Regional Historian ( <i>points assigned by Regional Historian by June 30</i> )

## MEMBERSHIP PROMOTION CATEGORY 2025-26 PAOE

**MINIMUM: 1000 800 POINTS**

**PAR: 1600 1400 POINTS**

\*All end of the year reports are run on July 2<sup>nd</sup> or the next business day for the June 30 results

### Efficient use of volunteers' time:

MP1	25 points per month; (300 points maximum)	If Society membership delinquencies in chapter are 5% or less of total Chapter Area Assigned Members at the end of each month
MP21	200 points; (600 points maximum)	For specific <u>each</u> organized <u>specific</u> MP event (e.g., member bring a member, recruitment/retention calling-campaigns, presentations to promote membership, visit to employers). <u>At a minimum, this is to include an MP presentation and be advertised ahead of the event. Examples of MP events include, but not limited to: Member bring a Member, Employer Recognition, Principal Night, etc.</u>
MP3	100 points; (300 points maximum)	For each separate social event, separate from events under MP2, with a membership promotion or appreciation component
MP4	25 points; (250 points maximum)	For each 10% of total new members retained (dues paid second and third year)
MP5	50 points per member; (300 points maximum)	For each member who rejoins or is reinstated after being cancelled
MP62	10 points; (100 points maximum)	For recognition of new members and advancements at each chapter meeting
MP73	10 points; (150 points maximum per year)	For each non-member invited and who attends a chapter meeting (10 points for each individual)
MP84	50 points; (50 points maximum)	If MP chapter committee chair and chapter officers are comprised of individuals that report 3 or more different industry classifications
MP9	100 points; (100 points maximum)	If MP committee is comprised of at least one YEA or female member
MP10	150 points; (300 points maximum)	If Chapter hosts an employer recognition program or presentation at a Chapter meeting that awards/recognizes employers who support ASHRAE membership by paying membership dues
MP11	100 points; (100 points maximum)	For establishing and maintaining a chapter Diversity, Equity, and Inclusion committee with a member serving as chair

### RVC Assigns/Enters or Chapter Officer may enter the following points:

MP12	50 points; (no maximum points)	50 points per 0.5% growth in membership at the end of fiscal year above starting point
MP135	100 points; (100 points maximum)	For the incoming Chapter Membership Promotion MP committee chair or co-chair attending the MP CRC workshop
MP146	50-100 points; (100 points maximum)	For the incoming Chapter Membership Promotion MP committee chair or co-chair attending the MP centralized training (100 points for in-person CT and 50 points for virtual CT).
MP15	50 points; (100 points maximum)	If Chair or Co-Chair have been on the committee for 2 years or more
MP167	50-100 points; (100 points maximum)	For planning and goal setting session with RVC and chapter MP committee members
MP8	50 points; (300 points maximum)	For every meeting with RVC through the year
MP179	10 – 100 points; (100 points maximum)	For achieving goals established in goal-setting session with RVC (points assigned by RVC by June 30)
MP18	25 points; (100 points maximum)	If Membership Promotion Committee size is 5 or 3% of chapter members (whichever is less as of June 30*) with dedicated committee members serving as the Recruitment Chair, and/or Retention Chair
MP19	50 points; (100 points maximum)	Performing a Society issued survey exercise during a Chapter event.

### Automatically Assigned Points

MP1210	50 points; (no maximum points)	50 points per For each 0.5% growth in membership at the end of fiscal year above starting point (calculated from number of paid and unpaid members at the start and end of the year, not including students).
MP111	25 points per month; (300 points maximum)	If Society membership delinquencies in chapter are 5% or less of total Chapter Area Assigned Members at the end of each month
MP412	25 points; (250 points maximum)	For each 10% of total new members retained (dues paid second and third year)

### MEMBERSHIP PROMOTION CATEGORY 2025-26 PAOE

MP <u>513</u>	50 points per member; (300 points maximum)	For each member who rejoins or is reinstated after being cancelled
---------------	--	--

**MEMBERSHIP PROMOTION CATEGORY 2025-26 PAOE**

**RP CATEGORY 2024-25 PAOE (STAFF ASSIGNS POINTS)**

<b>MINIMUM: 800 POINTS</b>		<b>PAR: 1050 POINTS</b>
<b>Efficient use of volunteers' time:</b>		
<b>GOAL:</b> Contributions considered towards a chapter Goal/ include gifts to ASHRAE, YEA ASHRAE Learning Institute, ASHRAE Research, and Scholarships held by the ASHRAE Foundation. <b>EXCEPTIONS:</b> Foundation gifts made as part of routine ongoing Foundation Solicitations. A Chapter's Goal shall be set by each Region's DRC.		
<b>Option 1:</b>		
RP1	10 points; (1000 points maximum)	Earned by a chapter for each 1% of <i>Goal</i> attained – (100% of <i>Goal</i> ) <b>OR</b>
<b>Option 2:</b>		
RP2	10 points	Earned for each dollar per area assigned member attained
RP3	20 additional points; (3000 points max)	For each dollar per area assigned member collected above the Society dollar per member Goal of <b>\$75</b>
RP4	15 points; (15 points maximum)	For Volunteer Committee Worksheet completed by <i>October 15</i> and sent to RVC and Staff. A minimum of 3 additional chapter members should comprise the RP Volunteer Committee
RP5	25 points; (25 points maximum)	For formal recognition of all Honor Roll level contributors from the prior year's campaign before December 31 <i>(Note: Recognition items must be ordered from headquarters by September 1 to qualify)</i>
RP6	100 points; (100 points maximum)	For Chapter Full Circle Award ( <i>by November 15</i> ) ; (emerging economies to pay \$50 per officer to achieve Full Circle)
RP7	10 points	Per Chapter BOG member who contributes at the Full Circle level <i>by November 15</i> , helping the Chapter achieve "Full Circle Plus." These points are only given if the Chapter completes the Chapter Full Circle.
RP8	200 points; (400 points maximum)	200 points for meeting or exceeding 30% of Goal <i>by December 1</i> ; 200 points for meeting or exceeding 60% of Goal <i>by March 31</i>
RP9	25 points; (50 points maximum)	For the RP promotional chapter meeting held <i>after December 31</i> ( <i>Note: 25 points for RP promotion and 25 points for promotion of Research/RAC</i> )
RP10	100 points; (100 points maximum)	For workshop attendance by current RP chair or RP co-chair (as listed on chapter roster) at an RP Committee approved RP training workshop
RP11	100 points; (100 points maximum)	For attendance by the current RP Chair or RP co-chair (as listed on chapter roster) at the CRCs minimum 2 hour RP workshop if Centralized Training is also attended
RP12	50 points; (50 points maximum)	For meeting or exceeding scholarship Professional Development goal ( <i>by March 31</i> )
RP13	100 points (100 points maximum)	For a succession plan for RP chair submitted to RP Staff and RVC by April 1. Outgoing RP Chair to include the Succession Planning Training Template in the succession plan.
RP14	500 points; (500 points maximum)	For chapters who have reached goal (based on receipts at headquarters) <i>by June 15</i>
RP15	300 points; (300 points maximum)	For reaching Challenge Goal (105% of <i>High Five</i> or 120% Goal)
RP16	250 points	For each new Golden Circle level or higher investment acquired and credited to the chapter (as determined by the RVC & RP ExCom guidelines).
RP17	200 points; (200 points maximum)	Apex Award
RP18	150 points	For each renewed Golden Circle or higher investment acquired and credited to the chapter (as determined by the RVC & RP ExCom guidelines)
RP19	100 points	For new <i>High Five</i> level of contributions
RP20	50 points (no maximum)	Per Special Event held by a Chapter where over 75% of profits are donated to the RP Campaign. ( <i>To qualify as a Special Event profits must meet or exceed \$500 for in-person events; \$100 for virtual events.</i> ) ( <i>For emerging economies to qualify, Special Event profits must meet or exceed \$250 for in-person events; virtual events do not qualify.</i> )
RP21	50 points (no maximum)	For each endowed contribution (\$1,000 minimum)

**RP CATEGORY 2024-25 PAOE (STAFF ASSIGNS POINTS)**

RP22	10 points (no maximum)	Per \$ per/member for chapters who meet or exceed \$50 per/member and reach or exceed Goal (\$25 per/member for emerging economies)
RP23	200 points; (200 points maximum)	For meeting or exceeding 60% of goal by March 31
RP24	50 points (200 points maximum)	Per 10% growth in number of donors at the end of fiscal year above starting point. Add additional points for first time donors and those who have not donated in the last three years.
RP25	10% - 100 points; 15% - 150 points; 20% - 200 points	For chapters that receive donations from 10% or more of their area assigned members.
RP26	50 points; (50 points maximum)	For communicating current list of research projects in your region via chapter website, newsletter, social media, or other form of communication
RP27	15 points; (100 points maximum)	For chapters that conduct an RP announcement at a chapter meeting. This announcement should follow a template: campaign update, thank donors, announce upcoming events.

ALL RP POINTS ARE ENTERED BY ASHRAE STAFF. SEE THE 2023-2024 PAOE NEWSLETTER FOR RP CRITERIA.<br> SEE PAOE POINT SUMMARY REPORT ON WEBSITE OR RP TRAINING MANUAL FOR RP YEAR-TO-DATE POINTS.<br> The RP Report is sent to the Chapter RP Chair at the end of each month and to the Chapter Presidents four times during the campaign (December, March, May and July).

**RP CATEGORY 2024-25 PAOE (STAFF ASSIGNS POINTS)**

See RP23 Remove RP 23 and increase points for these objectives to stress importance of early contributions

**RP CATEGORY 2024-25 PAOE (STAFF ASSIGNS POINTS)**

Similar to RP8

## STUDENT ACTIVITIES CATEGORY 2024-25 PAOE

<b>MINIMUM: 500 POINTS</b>			<b>PAR: 800 POINTS</b>
<b>Presidential Initiatives:</b>			
SA1	10 points; (500 points maximum)	For each student attending a Chapter Program or Technical Tour in alignment with the current <b>Society Theme</b> .	
SA2	100 points; (500 points maximum)	For each Chapter Program presented by a student member and in alignment with the current <b>Society Theme</b> .	
SA3	25 bonus points	If a K 12 activity is promoting diversity, equity, and inclusion in engineering	
SA4	25 bonus points	If a post high activity is promoting diversity, equity, and inclusion in engineering	
<b>K-12/STEM Activities</b>			
SA5	50 points; (add any bonus points)	For each K-12/STEM Activity. Then, add any bonus points; 50 bonus points if chapter member plans the K-12 event	
SA5.1	25 bonus points	If the activity is held jointly with another organization (i.e. Boy Scouts, Girl Scouts, NAWIC, AIA, ACE Mentorship, etc.)	
SA5.2	25 bonus points	For each National Engineers' Week activity or equivalent non US activity	
SA5.3	10 bonus points; (100 points maximum)	If a K 12/STEM activity uses ASHRAE Resources such as the STEM Kits or the ASHRAE Children's book	
SA5.4	50 points; (300 points maximum)	For each ASHRAE 3D High School Modeling Competition entered	
<b>Post-High Activities</b>			
		<b>STUDENT MEMBERSHIP:</b>	
SA6.1	50 points; (50 points maximum)	If net student membership as of April 1 for the chapter exceeds that of previous year	
SA6.2	10 points; (500 points)	For each current student member that renews their ASHRAE student membership	
SA6.3	50 points; (no maximum)	For each student member that transfers from student member to Associate member via SmartStart	
SA6.4	50 points; (50 points maximum)	For tracking student members permanent contact information (cell phone, personal email, LinkedIn, etc.)	
		<b>GENERAL STUDENT ACTIVITIES:</b>	
SA6.5	100 points; (no maximum)	For each High School Design Competition, bEQ, AEC or Student Paper entered	
SA6.6	50 points; (no maximum)	For each National Engineers' Week activity or equivalent non US activity	
SA6.7	25 points; (25 points maximum)	For promoting Society or Regional level scholarships to Student Branch Advisors and/or students through e-mail, social media or in person	
SA6.8	50 points; (200 points maximum)	For each student that submits an application for a Society level scholarship	
SA6.9	25 points; (no maximum)	For each student member attending the Winter Conference Student Program; 25 bonus points for any student outside of the continental United States.	
SA6.10	10 points; (100 points maximum)	For each student member that attends a local chapter meeting	
SA6.11	5 points; (50 points maximum)	For each student member that attends a regional ASHRAE meeting or CRC	
SA6.12	100 points; (no maximum)	For establishing a new student branch or reactivating an inactive student branch	
		<b>CHAPTER MEMBER ENGAGEMENT IN STUDENT ACTIVITIES:</b>	
SA6.13	25 points; (200 points maximum)	For each post high school activity in which one or more chapter member participates, excluding Student Branch Advisor participation.	
SA6.14	20 points; (40 points maximum)	For each meeting between a chapter member and a faculty of engineering college or tech school for the purpose of establishing a student branch	
SA6.15	25 points; (50 points maximum)	For each chapter activity with student branch (e.g. Student Night meetings, technical programs, technical tours)	
SA6.16	25 points; (25 points maximum)	For any chapter member mentoring a team (e.g. ASHRAE Grant or Design Competition) excluding Student Branch Advisors.	

### **STUDENT ACTIVITIES CATEGORY 2024-25 PAOE**

SA6.17	25 points; (200 points maximum)	For each ASHRAE Student member, enrolled in engineering college, undergraduate or tech school, that is placed in an ASHRAE related summer intern job or part time job during school semester by an ASHRAE member
SA6.18	10 points; (50 points maximum)	For promoting undergraduate equipment grants to Student Branch Advisors and/or students through e-mail, social media or in person
<b>RVC Assigns/Enters the following points:</b>		
		<b>TRAINING:</b>
SA7.1	100 points; (100 points maximum)	For the incoming Chapter Student Activities committee chair attending the SA Centralized Training
SA7.2	100 points; (100 points maximum)	For the incoming Chapter Student Activities committee chair attending the SA CRC workshop
SA8	50-100 points; (100 points maximum)	For planning/goal setting session with RVC ( <i>points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later</i> )
SA9	10-100 points; (100 points maximum)	For achieving goals established in goal setting session with RVC ( <i>points assigned by RVC by June 30</i> )
SA10	100 bonus points	For obtaining PAR by April 30
		<b>AWARDS:</b>
SA11	100 points; (no maximum)	For each award nomination: Student Activities Achievement Award (due December 31 <sup>st</sup> each year), Youth Outreach award (due December 31 <sup>st</sup> each year) and Student Branch Advisor of the Year (due June 10 <sup>th</sup> each year)
SA12	100 bonus points	If all chapter officers + K-12 STEM Champion (or SA chair) participate in a K-12/STEM activity (this qualifies for the K-12/STEM leadership award)

## YOUNG ENGINEERS IN ASHRAE CATEGORY 2024-25 PAOE

MINIMUM: 300 POINTS		PAR: 900 POINTS
<b>Presidential Initiatives:</b>		
YEA1	100 points; (500 points maximum)	For each Chapter Program presentation by a YEA member in alignment with the current <b>Society Theme</b> .
<b>Membership:</b>		
YEA2	25 points; (200 points maximum)	For each new member who qualifies as YEA (who were not student transfers)
YEA3	25 points (200 points maximum)	For any YEA member involved with a Membership Promotion program or event
YEA4	200 points; (200 maximum)	For increasing YEA membership over the Society year by 5%
<b>Technical Committees:</b>		
YEA5	50 points; (300 points maximum)	For each YEA member who is a provisional corresponding member or corresponding member of an ASHRAE TC (points per YEA member, not per committee)
YEA6	100 points; (500 points maximum)	For each YEA member who is a voting member of an ASHRAE TC, TRG, MTG, *RP, SPC, SSPC, GPS or SGPC (VM or NVM) (*RP = Research Project) (Participation can be verified from the ASHRAE Committee Participation by Region Report which can be provided by each DRC. Points per YEA member, not per committee)
YEA7	200 points; (no maximum)	For each YEA member who did a Technical presentation at a CRC, Winter, Annual or Topical Conference
<b>Historical Activities:</b>		
YEA8	25 points (50 points maximum)	For a local Chapter Historical activity performed by a YEA member
<b>YEA Program Attendance:</b>		
YEA9	200 points; (600 points maximum)	For each YEA member who attends in person YEA Leadership Weekend, YEA Leadership International, YEA Leadership 2.0, Leadership U or LeaDRS program during the Society year
YEA10	50 points; (150 points maximum)	For each YEA member who attends a YEA webinar sponsored by the Society YEA Committee
YEA11	50 points for nomination; (200 points maximum)	Applying for the YEA scholarship for the HVAC Design course <a href="https://www.ashrae.org/communities/young-engineers-in-ashrae-yea/yea-events-and-programs/yea-scholarship-for-hvac-design-essentials-training">https://www.ashrae.org/communities/young-engineers-in-ashrae-yea/yea-events-and-programs/yea-scholarship-for-hvac-design-essentials-training</a>
YEA12	100 points; (300 points maximum)	YEA member attendance at an in person or virtual HVAC Design course (including applying for the YEA scholarship for the class)
<b>Awards and Submission Activities:</b>		
YEA13	50 points; (200 points maximum)	For each nomination for any Society-level YEA Award: Developing Leader, Award of Individual Excellence – Professional Development, Award of Individual Excellence – Personal Development, Award of Individual Excellence – Outreach
<b>Meetings, Presentations or Events:</b>		
YEA14	50 points; (100 points maximum)	For each YEA event at chapter meeting or separate organized YEA event
YEA15	50 points; (100 points maximum)	For each YEA activity outside of a chapter meeting that also includes a technical component, i.e., presentation, panel discussion, technical tour, etc.
YEA16	50 points; (100 points maximum)	Joint event with your professional or new professional affinity group within another society (i.e., CIBSE, YEN, AIA Emerging Professionals)
YEA17	25 points; (100 points maximum)	YCC presents on YEA programs similar to CRC workshop presentation at chapter event
YEA18	100 points (100 points maximum)	YEA hosted work placement or job fair to increase student retention
YEA19	250 points (250 points maximum)	For an event hosted by the Chapter YEA Committee with Diversity, Equity, and inclusion awareness or training
YEA20	50 points (50 points maximum)	20% of YEA Members at a single event
YEA21	150 points (150 points maximum)	40% of YEA Members at a single event (Single event cannot count for both this PAOE and PAOE YEA20)

## YOUNG ENGINEERS IN ASHRAE CATEGORY 2024-25 PAOE

YEA22	300 points; (300 points maximum)	60% of YEA Members at a single event (Single event cannot count for both this PAOE and PAOE YEA20 and YEA21)
<b>Chapter Operations and Activities:</b>		
YEA23	50 points; (150 points maximum)	For each chapter officer or board of governors member who is a YEA member (BOG position must appear on CIQ)
YEA24	50 points; (150 points maximum)	For each YEA member assigned to a Chair position
YEA25	25 points; (100 points maximum)	For each YEA member assigned to a committee position to provide YEA ideas and participation
<b>Student Activities:</b>		
YEA26	25 points (200 points maximum)	For each YEA member involved with a Student Activity program or event
YEA27	50 points (100 points maximum)	For each presentation about the Young Engineers in ASHRAE (YEA) program to student members
<b>RVC Assigns/Enters the following points:</b>		
YEA28	100 points; (100 points maximum)	For the incoming Chapter YEA committee chair or co-chair attending the YEA CRC workshop and participating at the CRC
YEA29	50 points; (50 points maximum)	For a YEA Chapter Chair issuing a set of MBOs to YEA Regional Vice Chair

REG	Chapter	CO1	CO2	CO3	CO4	CO5	CO6	Total (700 min)
I	Bi-State							
	Boston							
	Buffalo							
	Central New York							
	Champlain Valley							
	Connecticut							
	Granite State							
	Long Island							
	Maine							
	New Jersey							
	New York City							
	Northeast							
	Rhode Island							
	Rochester							
	Twin Tiers							
II	Halifax							
	Hamilton							
	London (Canada)							
	Montreal							
	NB/PEI							
	Ottawa Valley							
	Quebec							
	Toronto							
	Windsor							
III	Anthracite							
	Baltimore							
	Central Pennsylvania							
	Hampton Roads							
	Johnstown							
	Lehigh Valley							
	National Capital							
	Philadelphia							
	Pittsburgh							
	Richmond							
	Roanoke							
IV	Atlanta							
	Charleston							
	Greenville							
	North Piedmont							
	South Carolina							
	Southern Piedmont							
	Triangle							

V Akron/Canton  
Central Indiana  
Cincinnati  
Cleveland  
Columbus  
Dayton  
Detroit  
Evansville  
Fort Wayne  
Northern Indiana  
Toledo  
Western Michigan

VI Cedar Valley  
Central Illinois  
Illinois  
Iowa  
La Crosse Area  
Madison  
Minnesota  
Mississippi Valley  
Northeast Wisconsin  
St Louis  
Wisconsin

VII Baton Rouge  
Birmingham  
Bluegrass  
East Tennessee  
Louisville  
Memphis  
Mississippi  
Mobile  
Nashville  
New Orleans  
North Alabama  
Northwest Florida  
Tennessee Valley  
West Virginia

VIII Alamo  
Arkansas  
Austin  
Central Oklahoma  
Dallas  
East Texas  
Fort Worth

Guadalajara  
Houston  
Mexico City  
Monterrey  
Northeastern Oklahoma  
Northwest Arkansas  
South Texas  
West Texas

IX Big Sky  
Black Hills Area  
El Paso  
Idaho  
Kansas City  
Nebraska  
New Mexico  
Ozarks  
Pikes Peak  
Rocky Mountain  
South Dakota  
Utah  
Wichita

X Central Arizona  
Golden Gate  
Hawaii  
Northern Nevada  
Orange Empire  
Sacramento Valley  
San Diego  
San Joaquin  
San Jose  
Sierra Delta  
Southern California  
Southern Nevada  
Tri County  
Tucson

XI Alaska  
British Columbia  
Inland Empire  
Manitoba  
Northern Alberta  
Oregon  
Puget Sound  
Regina  
Saskatoon

Southern Alberta  
Vancouver Island

XII Argentina  
ASHRAE Caricom  
Brasil  
Central Florida  
Chile  
Colombia  
Ecuador  
Florida West Coast  
Gold Coast  
Jacksonville  
Miami  
Paraguay  
Peru  
Puerto Rico  
South Brazil  
Southwest Florida

XIII Hong Kong  
Indonesia  
Japan  
Macao  
Malaysia  
Philippines  
Singapore  
South Korea  
Taiwan  
Thailand

XIV ASHRAE UK  
Cyprus  
Danube  
Hellenic  
Ireland  
Israeli  
Portugal  
Spain

XV ASHRAE Bangalore  
ASHRAE Deccan  
ASHRAE Mumbai  
Bangladesh  
Chandigarh  
Chennai  
East India

India  
Pune  
Rajasthan  
Sri Lankan  
Western India

RAL Alexandria  
ASHRAE Falcon  
ASHRAE Nigeria  
Bahrain  
Cairo  
Central Pakistan  
Faisalabad  
Ghana  
Jordan  
Kuwait  
Lebanese  
Libya  
Northern Pakistan  
Oman  
Pakistan  
Pyramids  
Qatar Oryx  
Saudi Arabia  
South Africa  
Sudan  
Turkish



Student Activities Committee FY25 Budget	Actual	Actual	Actual	BUDGET	BUDGET	DRAFT	DRAFT	
				FY 2022	FY 2023	FY 2024	FY 2024	FY 2025
								Notes
<b>REVENUES:</b>								
4168-2-207-000000-00 Transfer from Foundation Program Funding Stu Act	29.0	4.5	29.0		42.0	40.7	40.7	Setty Family Fund: (2) Categories of Design Competition: \$10K per Conference is prize money and \$9K for travel. \$3,000 for the Mahroo SBA Branch Support. Next year FY26 only \$1,750 for SBA Support. \$5K from LMC to support Student Travel Grants for Winter Conference and \$5K from Farr Travel Award.
<b>TOTAL REVENUES</b>	<b>29.0</b>	<b>4.5</b>	<b>29.0</b>	<b>0.0</b>	<b>42.0</b>	<b>40.7</b>	<b>40.7</b>	
<b>EXPENSES:</b>								
6288-2-207-000000-00 Promotion	1.6	7.5	5.6	7.5	5.0	5.0	5.0	Freebies for all Student Program and SA Chapter Events
6372-2-207-000000-00 Pub Shipg/Post Incomg	1.6	4.4	3.4	8.0	3.0	3.1	3.2	Freebie Shipping
6404-2-207-000000-00 China Student Design Competition	6.5	3.1	4.9		5.0	5.2	5.4	Travel Cost for the CARR Student Competition.
6433-2-207-000000-00 Mtg Student Design Winners Hotel	2.8	10.0	4.6	12.0	6.0	7.2	7.5	Winter Conference Student Design Winners Hotel Stay
6437-2-207-000000-00 Mtg Meal/Entmt Students Winter Meeting	19.5	31.0	20.4	29.5	30.4	31.6	32.8	Student Program F&B and other expenses.
6614-2-207-000000-00 Trvl CRC-Student Activities	1.7	28.5	26.4	29.9	35.0	36.4	37.9	Chapter SA Chairs to CRCs
6622-2-207-000000-00 Trvl Comm	14.1	30.7	29.2	18.7	15.0	25.7	26.7	SAC W&A Travel, ABET travel, Solar Decathlon
6622-2-207-207001-00 Trvl Comm-Pgm Competn	2.8		17.3	8.2	5.0	5.2	5.4	Student Design Winner Travel to Winter Conference
6694-2-207-000000-00 Trvl Staff	1.9	1.6	4.8	9.8	10.1	7.3	7.6	Staff Travel to W&A
6802-2-207-207001-00 Awards Costs-Pgm Competn	20.2	17.7	18.1	10.7	20.0	22.0	22.9	Design Comp, SBA Award Prize Money and Travel. Foundation helps offset the 2 design Sett
6808-2-207-000000-00 Banners Costs	0.4	2.5	1.6	5.6	5.8	1.5	1.6	New Student Branch Banner
7223-2-207-207002-00 Grants Sr Student Proj-Sr Student Proj Grnt	160.5	332.9	2.2	173.3	165.0	165.0	165.0	\$155K projects, \$10K travel
8233-2-207-000000-00 Off-Printing	1.9	3.4	3.5	13.4	5.0	1.5	1.6	Student Brochures
<b>TOTAL EXPENSES</b>	<b>235.5</b>	<b>473.3</b>	<b>142.0</b>	<b>326.6</b>	<b>310.3</b>	<b>316.7</b>	<b>322.6</b>	
			307.7					

2% increa: 2% increase

Comments

Added 2k for travel cost for SBA award winner travel starting in 2026  
increased travel costs by 4%

y comps.

**YOUNG ENGINEERS IN ASHRAE (YEA) COMMITTEE**  
 Report to Members Council  
 From Meeting of February 8, 2025

<b><u>Members Present</u></b>	<b><u>Members Absent</u></b>	<b><u>Guests</u></b>	
Money Khanna	Chak Mou Lam	Benjamin Berman-Rubio	Charles Biberg
Scott Peach	Keiron Nanan	Raine Stewart	Juliana Velez
Elizabeth Jedrlinic		Helen Meutermans	Stephanie Kunkel
Elise Backstrom		Tais Mitchell	Seth Kunkel
Rosie Welch		Buzz Wright	Sherry Abbott-Adkins
Sundara Gurushev		Genevieve Lussier	Christopher Hofland
Tyler Berry		Madison Schultz	Kyron Richards
Bruno Martinez		Matthew Martinez	Hande Akten Col
Basma Sadek		John Daher	Anna-Maria Sigounis
Blake Forsythe		Ronald Gagnon	Savannah Way
Eman Sherif Mohamed		Steven Gerazounis	Andrea Russell
Elise Kiland		Bryce Causey	Tempestte Francis
Ben Oliver		Dongmin Jung	Edith Luveina Joseph
Ben Bingham		Julia Timberman	Caroline Kelty
Paul Fernandez		Mick Schwedler	Awin Taib
Drew Samuels		Daniel Bourque	Farhang Esmaeili
Chris Krieps		Harry Vallianos	Remy Moussa
Marie VanderVliet		Yearim Yang	Jason Leffingwell
Joshua Vasudevan		Jonathan Alo	Bryan Holcomb
Zachary Alderman		Ginger Scoggins	Majd Al Zhouri
Marisa Higgins		Conor Murray	Matthew Archey
Cailin Macpherson		Ryan Oddo	Goutham K R Challa
Vineet Nair		Alekhya Kaianathbhatta	
	<b><u>Staff</u></b>	Jeanette McCray, Staff Liaison	
		Thomas Loxley	Jacob Karson

**Motion**

**Motion 1: The YEA Committee recommends to Members Council that the change to the Rules of the Board Section 2.430.002.1 as shown below be approved.**

**2.430 YOUNG ENGINEERS IN ASHRAE (YEA) COMMITTEE**

**(effective July 1, 2018)**

**2.430.001 SCOPE AND PURPOSE**

**(13-01-26-8)**

**The Young Engineers in ASHRAE (YEA) committee shall enhance our member benefits for young professional ASHRAE members, 35 years old and younger as of the beginning of the Society year, by identifying activities and services focused on their needs.**

**2.430.002 MEMBERSHIP**

## 2.430.002.1 Composition (10-06-30-12B/17-11-03-06)

The members of this committee are as follows

**A. Voting membership shall consist of a Chair, two Vice Chairs, two Members-at-Large, Presidential Initiative Coordinator and one representative from each Region who will serve as Regional Vice Chair.**

**B. Non-voting members include a Board ex-officio, Coordinating Officer and other partner group Liaison(s).**

**Background:** The President Elect Advisory Committees 2022-2023, 2023-2024, and 2024-2025 have asked for additional responsibilities be taken on by YEA to support the selection of and awarding of funds as an initiative to support the respective year's Presidential Theme. The first was the 2023-2024 Decarbonization Challenge Fund. This was a year-long program to engage chapters with the decarbonization activities of ASHRAE and was implemented through the YEA Committee with grassroots outreach through the YEA chairs/committees at each chapter. The program's success led to its continuation with the 2024-2025 Challenge. The focus of this second challenge was expanded to also incorporate initiatives related to diversity, equity, & inclusion and workforce development to support achieving decarbonization to align with Presidential theme. Current planning by the 2024-2025 PEAC includes a similar challenge initiative altering the focus to be on healthy buildings. 2024-2025 TRAC has also expressed a desire to continue to program to support the 2026-2027 presidential theme.

YEA has developed and implemented the Challenge program to date with the help of a 1-year appointed consultant that has now been renewed two years in a row. Recognizing the desire to continue the program, the added responsibility, and increased workload, the YEA committee would prefer to eliminate the consultant position and make this a permanent position by adding to the voting committee membership the Presidential Initiative Coordinator, a member dedicated to the Presidential Initiative Challenge tasks. This is important to maintain program continuity, minimize uncertainty regarding committee workload, improve efficiency by eliminating the annually effort invested into requesting a consultant.

**Fiscal Impact:** \$2000 USD per year (starting at the 25/26 fiscal year budget) to support travel to and from the Winter and Annual Conferences for an additional YEA voting member. This cost is not new. Based on the activities of the past two years, ASHRAE has been absorbing these costs to support the assigned consultant. This motion will make this expense more transparent and anticipated than in the past.

**Staff Impact:** None

**Vote:** 17-0-1 CNV passed

### **Information Items**

- YEA has held two successful events since the Annual Conference
  - Fall 2024 YLW 1.0 was held November 8-10, 2024 in San Francisco, CA (sold out event)
  - 2024 YLI was held October 18-20, 2024 in Singapore with 23 attendees
- Leadership U program continues to be successful with four awesome candidates shadowing Society VPs during this conference.
  - Erica Powell, Region IV, Southern Piedmont Chapter
  - Aaron Besseling, Region II, Hamilton Chapter
  - Patrick Ryan, Region VI, Central Illinois Chapter
  - Joel Deddens, Region VII, Louisville Chapter
- 2024-2025 YEA Decarb Challenge Fund Ad Hoc with President Dennis Knight's theme of Workforce Development was a success. 18 applications received, 7 teams won and will be recognized at the President Luncheon in Orlando. The 7 teams combined will receive \$59, 970 in funds to complete their projects by the 2025 Annual Conference.

- YEA is piloting the ASHRAE Connect conference shadowing mentorship program where three chosen applicants will be shadowing YEA ExCom at the 2025 Winter Conference. Looking to expand for the 2025 Annual Conference.
- YEA started the YEA Endowment Fund to help fund YLW scholarships to YEA members that would cover their travel and registration fees.
- YEA started the Scholarship programs for YLW and YLI funded by Life Member and ASHRAE Foundation. 12 scholarships were awarded.
- YEA Awards
  - YEA Developing Leader Award will be awarded to 12 recipients at the 2025 Winter Conference YEA Hospitality Suite in Orlando, FL.
- Upcoming YEA Events and Award Deadlines
  - Spring 2025 YEA Leadership Weekend 1.0 (YLW) will be held in Louisville, KY on March 14-16, 2025. Registration is open until February 13, 2025.
  - 2025 YEA Leadership Weekend 2.0 will be held in Charleston, SC on May 30-June 1, 2025. Registration is open until April 27, 2025.
  - YEA Leadership International (YLI) 2025 will be held in Chandigarh, India on October 10-12, 2025. Registration is open until August 22, 2025.
  - YEA Inspirational Leader Award deadline is May 1<sup>st</sup>
  - YEA Developing Leader Award deadline is May 1<sup>st</sup>

**MBO Updates:** All of YEA MBOs have been updated on the MBO Tracking spreadsheet.

### **Attachments**

Attachment A are the information items from the YEA Committee meeting

## Attachment A

### **Information Items**

1. Professional Development Subcommittee:
  - i. YEA Webinar
    1. Topic: ASHRAE Standard 15
    2. Proposed Date: May 2025
  - ii. Decarb Challenge Fund (24-25)
    - a. Received 18 applications and 14 qualified and 7 winners were selected
    - b. The 7 winning teams will be recognized at the President Luncheon in Orlando
    - c. Total funds awarded for all teams was \$59,970
    - d. Going forth the name of challenge will be changed to Presidential Initiative
  - iii. Leadership U 2025 Winter Participants
    - a. Erica Powell, Region IV
    - b. Aaron Besseling, Region II
    - c. Patrick Ryan, Region VI
    - d. Joel Deddens, Region VII
  - iv. Mentorship
    - a. Cailin created a pilot mentor shadowing program for the Conferences called ASHRAE Connect that will take place at the 2025 Winter Conference
    - b. Three applications were received and reviewed
    - c. The applicants will shadow the YEA ExCom around the Conference
    - d. Pending success this program will be held again at the 2025 Annual Conference and applicants will have the option to shadow TC members as well
    - e. Members can sign up to be shadowed or shadow someone on the website under ASHRAE Connect
  - v. HVAC Design Scholarships
    - a. Now awards 10 scholarships instead of 5 due to funds from the ASHRAE Foundation
    - b. Next round of applications will open April 2025
2. Personal Development Subcommittee:
  - a. YEA Webinars
    - i. Fall Webinar cancelled due to low registration numbers.
    - ii. Upcoming webinars are being planned at this time for Spring 2025
  - b. YEA Leadership Weekend Scholarship Program
    - i. 25 applications received and 7 winners selected
    - ii. \$6000 total scholarships awarded
  - c. YEA Leadership Weekends
    - i. Fall 2024 YLW was held November 8-10, 2024 in San Francisco, CA this event was successful with 30 attendees and was facilitated by Ralph Kison
      1. Event sold out
      2. 3 YLW scholarship Winners attended
    - ii. Upcoming YEA Leadership Weekends
      1. Spring 2025 YLW 1.0- Louisville
        - a. March 14-16, 2025
        - b. Registration closes February 13, 2025
      2. 2025 YLW 2.0- Charleston, SC
        - a. May 30-June 1, 2025
        - b. As of March 1<sup>st</sup> new prerequisites will go into effect which are:
          - i. Currently in a management/leadership position with at least 1 direct report
          - ii. Over the age of 35
          - iii. Additional cost associated to these registrants in order to cover the cost of the TRAITS assessment that people attended YLW 1.0 would have received already

- c. Registration closes April 27, 2025
- d. Future YLW Planning
  - i. Idea proposed for YEA and MP to work on YLW 2.0
  - ii. Possibly transferring YLW 2.0 to MP and revamping the weekend and requirements
  - iii. YEA, MP and representative from Planning Committee will meet at the 2025 Winter Conference to discuss
- e. Conference Programs
  - i. 2025 Winter Conference
    - 1. Mentorship Program session was denied
    - 2. ASHRAE Crash Course session will be chaired by Zach and presenters: Vineet, Chris, and Blake
  - ii. 2025 Annual Conference
    - 1. Planning to present the Mentorship program and Crash Course sessions
- f. Live Calendar
  - i. Met with the Communications committee to see if a Live Calendar can be created on the ASHRAE website or YEA webpage with all the events for the year to get more exposure and boost event registration numbers
  - ii. Will use the Basecamp Calendar function in the meantime and still work with Communications as needed
- g. YEA Book Club
  - i. Held monthly on various books
  - ii. Met in-person at the conference

3. Outreach Development Subcommittee:

- a. YEA Leadership International 2025
  - i. Will be held in Chandigarh, India October 10-12, 2025
  - ii. Registration is open until August 22, 2025
  - iii. Looking for corporate sponsorships
- b. YLI 2024
  - i. Was held in Singapore October 18-20, 2024
  - ii. Tricia Evans was the facilitator
  - iii. 23 participants representing 12 countries
    - 1. One of the highest turnouts for YLI
  - iv. Scholarship (\$750/pp)
    - 1. 26 applications received; 6 winners selected
- c. YLI 2.0
  - i. Survey sent out to past YLI participants in November to gauge interest in a YLI 2.0
  - ii. Tricia Evans is on board with facilitating this event
- d. CIBSE Report
  - i. CIBSE Awards will be held October 8-9, 2025
  - ii. YEN Gala will be held October 23, 2025
  - iii. CIBSE Graduate of the Year will attend the Winter Conference in Orlando and receive her award at the Student Program
  - iv. ASHRAE-YEN Liaison One Pager
    - 1. YEA-YEN Liaison Role Description created
- e. Social Media
  - i. Instagram
    - 1. Goal is 1200 followers by June 30<sup>th</sup>
      - a. Currently at 1134 followers as of 2/8/2025.

**COLLEGE OF FELLOWS**  
Courtesy Report to Members Council  
From Meeting of 2/9/25

**Members Present**

Samir Traboulsi  
Filza Walter  
Kathleen Owen  
Mike Pouchak

**Members Absent**

Tom Lawrence

**Guests**

**Staff**  
Megan Gotzmer  
Julia Mumford  
Sami Cowan

**Motions**

**None.**

**Status of Referred Motions**

**None.**

**Information Items**

Current Contributions

Campaign	Total Giving	# of Donors	% of Fellows	Average Gift
2024-25 YTD	\$805	8	1.5%	\$115
2023-24 Final	\$7,071	53	11.7%	\$135.98

There are currently 523 Fellows.

Information Items

1. The College of Fellows will begin soliciting for contributions to their programs in February.
2. The Fellows have awarded two students a \$1,000 travel grant to attend this conference.

**MBO Update**

**None.**

**Attachments**

**None.**

**LIFE MEMBERS CLUB**  
Courtesy Report to Members Council  
In Advance of Meeting 2/11/24

**Members Present**

**Members Absent**

**Guests**

**Staff**

**Motions**

**None.**

**Status of Referred Motions**

**None.**

**Information Items**

**Current Contributions**

Campaign	Total Giving	# of Donors	# of LMs	Percentage Giving	Average Gift	# of \$100+ Gifts
2024-25 YTD	\$39,564	423	7,416	5.7%	\$93.75	234
2023-24 Final	\$58,821	670	7,443	9%	\$87.92	361

\* Totals as of 1/24/2025

**Information Items**

1. The Life Members began their solicitations in November 2024. They will send out one more mailing in May. This mailing will remove any Fellow members to avoid multiple solicitations at one time.
2. The LMC support the E.K. Campbell award, ASHRAE Research Grant-in-Aid program, YEA, and five student travel awards (attending this conference). They review additional funding requests each meeting.

**MBO Update**

**None.**

**Attachments**

**None.**

Fall 2025	Host Chapter/ Location	Dates	CRC General Chair
Region I	Long Island	August 21-23	Andy Manos
	Hauppauge, NY	TARGET: August 3rd Week	
Region II	Hamilton	August 22-24	David W Rasmussen (#2002304)
	Hamilton, ON, CAN	TARGET: August 4th Week	
Region III	Richmond	August 14-16	Andrew Steven Hobson (#8227565) Kevin Dofflemyer (#8210548)
	Richmond, VA	TARGET: August 3rd Week	
Region IV	North Piedmont	August 14-16	Thomas Phoenix (#2002776) Chuck Gulledge (#2053287)
	Greensboro, NC	TARGET: August 2nd Week	
Region V	Columbus	July 24-26	Robert Edward Snow, III (#8266947)
	Columbus, OH	TARGET: July 4th Week	
Region VII	Birmingham	July 25-27	Chris Gray (#8099205) Greg Hamaker (#2051342)
	Birmingham, AL	TARGET: July 5th Week	
Region IX	El Paso	August 21-25	Berenice Saucedo (#8468455) <b>Joint w/Region X (Golden Gate-host)</b>
	El Paso, TX	TARGET: August 1st Week	
Region X	Golden Gate	August 21-25	Brian Chacon #8262229/Juliana Velez <b>Joint w/Region IX</b> #8255655
	San Francisco, CA	TARGET: August 3rd Week	
Region XII	Ecuador	July 30 - August 2	Santiago Garcia (#8281595)
	Guayaquil, ECU	TARGET: August 2nd Week	
Region XIII	Korea	August 15-16	Jae-Han Lim (#8122123)
	Suwon, KOR	TARGET: August 4th Week	
Region XIV	Portugal	September 25-27	
	Lisbon, PRT	TARGET: September 2nd Week	
Region XV	ASHRAE Mumbai	August 29-31	Rupesh Ramchandra Umtol (#8250566)
	Katmandu, NPL	TARGET: September 3rd Week	
RAL	ASHRAE Falcon	October 3-6	Abdallah Mahmoud (#8166946)
	Dubai, UAE	TARGET: September 3rd Week	

Spring 2026	Host Chapter/ Location	Dates	General Chair
Region VI	St. Louis		
	St. Louis, MO		
Region VIII	Arkansas	April 23-25	Kim Koch #8020724 Allie Brown-Zakrzewski #8454332
	Little Rock, AR	TARGET: April 4th Week	
Region XI	Region XI	August 21-23/Aug 14-16	Greg Fluter #5055417
	<b>Joint w/Region X (Fall 2026)</b>	TARGET: May 2nd Week	

Fall 2026	Host Chapter/ Location	Dates	CRC General Chair
Region I	Boston Boston, MA		
		TARGET: August 3rd Week	
Region II	NB/PEI Moncton, NB, CAN	August 21-24 TARGET: August 4th Week	Daniel Boudreau
Region III	National Capital Washington, DC	August 13-15 TARGET: August 3rd Week	
Region IV	South Carolina Columbia, SC		
		TARGET: August 2nd Week	
Region V	Cleveland Cleveland, OH	July 23-25 TARGET: July 4th Week	
Region VII	Bluegrass Lexington, KY	July 22-24 TARGET: July 5th Week	
Region IX	Nebraska Omaha, NE	July 30-Aug 1/Aug 6-8 TARGET: August 1st Week	
Region X	Hawaii Honolulu, HI	August 21-23/Aug 14-16 TARGET: August 3rd Week	
Region XII	Jacksonville Jacksonville, FL		Ben Wilder (#8366321)
Region XIII	Philippines Pampanga Clark	August 14-15 TARGET: August 4th Week	
Region XIV	Danube Timisoara, ROM	September 17-20 TARGET: September 2nd Week	
Region XV			
RAL		TARGET: September 3rd Week	
		TARGET: September 3rd Week	

Spring 2027	Host Chapter/ Location	Dates	CRC General Chair
Region VI	Madison Madison, WI		
		TARGET: May 1st Week	
Region VIII	West Texas Lubbock, TX		
		TARGET: April 4th Week	
Region XI	Manitoba Winnipeg, MB, CAN		
		TARGET: May 2nd Week	

Fall 2027	Host Chapter/ Location	Dates	CRC General Chair
Region I	Twin Tiers Owego, NY	August 12-14 TARGET: August 3rd Week	Kyle Nedlik #8238799
Region II	Montreal Montreal, PQ, CAN	August 20-23 TARGET: August 4th Week	
Region III	Philadelphia Philadelphia, PA	August 12-14 TARGET: August 3rd Week	
Region IV	Southern Piedmont Charlotte, NC		
Region V	Central Indiana Indianapolis, IN		
Region VII		TARGET: July 4th Week	
Region IX	Big Sky Billings, MT		Andrew Morgan #
Region X	Southern Nevada Las Vegas, NV	TBD TARGET: August 3rd Week	
Region XII	Gold Coast Ft. Lauderdale, FL		
Region XIII	Thailand Bangkok, THA	TARGET: August 2nd Week TARGET: August 4th Week	
Region XIV		TARGET:	
Region XV		TARGET: September 3rd Week	
RAL		TARGET: September 3rd Week	

Spring 2028	Host Chapter/ Location	Dates	CRC General Chair
Region VI			
		TARGET: May 1st Week	
Region VIII			
		TARGET: April 4th Week	
Region XI	British Columbia Vancouver, BC, CAN		
		TARGET: May 2nd Week	

Fall 2028	Host Chapter/ Location	Dates	CRC General Chair
Region I			
		TARGET: August 3rd Week	
Region II			
		TARGET: August 4th Week	
Region III			
		TARGET: August 3rd Week	
Region IV	Greenville Greenville, SC		
		TARGET: August 2nd Week	
Region V			
		TARGET: July 4th Week	
Region VII			
		TARGET: July 5th Week	
Region IX			
		TARGET: August 1st Week	
Region X			
		TARGET: August 3rd Week	
Region XII			
		TARGET: August 2nd Week	
Region XIII			
		TARGET: August 4th Week	
Region XIV			
		TARGET:	
Region XV			
		TARGET: September 3rd Week	
RAL			
		TARGET: September 3rd Week	

Spring 2029	Host Chapter/ Location	Dates	CRC General Chair
Region VI			
		TARGET: May 1st Week	
Region VIII			
		TARGET: April 4th Week	
Region XI			
		TARGET: May 2nd Week	

Fall 2025	Dates	Host Chapter/Loc.	CRC General Chair	
Region I	August 21-23	Long Island	Andy Manos	11/14/2024
	TARGET: August 3rd Week	Hauppauge, NY		
Region II	August 22-24	Hamilton	David W Rasmussen	10/13/2023
	TARGET: August 4th Week	Hamilton, ON, CAN		
Region III	August 21-23	Richmond	Andrew Steven Hobson	3/29/2024
	TARGET: August 3rd Week	Richmond, VA	Kevin Dofflemyer	
Region IV	August 14-16	North Piedmont	Thomas Phoenix	11/13/2024
	TARGET: August 2nd Week	Greensboro, NC	Chuck Gulledge	
Region V	July 24-26	Columbus	Robert Edward Snow, III	
	TARGET: July 4th Week	Columbus, OH		
Region VII	July 25-27	Birmingham	Chris Gray	5/4/2024
	TARGET: July 5th Week	Birmingham, AL	Greg Hamaker	
Region IX	August 21-25	El Paso	Berenice Saucedo	1/11/2024
	TARGET: August 1st Week	El Paso, TX	Joint w/Region X (Golden Gate-host)	
Region X	August 21-25	Golden Gate	Brian Chacon/Juliana Velez	1/11/2024
	TARGET: August 3rd Week	San Francisco, CA	Joint w/Region IX	
Region XII		Ecuador	Santiago Garcia	
	TARGET: August 2nd Week	Guayaquil, ECU		
Region XIII	August 15-16	Korea	Jae-Han Lim	4/2/2024
	TARGET: August 4th Week	Suwon, KOR		
Region XIV		Portugal		10/27/2024
	TARGET: September 2nd Week	Lisbon, PRT		
Region XV	August 22-24	Region XV		11/14/2024
	TARGET: September 3rd Week	Nepal		
RAL				

9:06 AM

7:22 AM

3/30/2024 sent request  
5/4/2023 sent request

12:12 AM



# Building Decarbonization Training and Education Needs

Ginger Scoggins and Clay Nesler  
Center of Excellence for Building Decarbonization  
Briefing for ASHRAE Members Council  
11 February 2025 – v4

# ASHRAE Member Satisfaction Survey

## Training and Education Needs Highlights

- Active efficiency, facility management, passive efficiency and project development are the most important decarbonization topics, with more than 60% rating as very or extremely important.
- Government and education members rate project planning and distributed energy resources higher than other occupations.
- International members rate decarbonization and climate change as a strategic industry issue more than any other segment (greater than 60%).
- More than 50% of younger (<39 years old), government and education members rate decarbonization as a strategic industry issue and all sectors more than 45%.
- Printed/digital documents and professional development courses are the highest rated training and education delivery methods for all segments.
- Over a third ranked 15-25 minute educational videos as one of their top two delivery methods, especially younger members, manufacturing/sales and education.

# ASHRAE Member Satisfaction Survey

## Decarbonization Training & Education Priorities

# ASHRAE Member Satisfaction Survey

## Decarbonization Training & Education Priorities

# ASHRAE Member Satisfaction Survey

## Decarbonization Training & Education Priorities

# ASHRAE Member Satisfaction Survey

## Decarbonization Training & Education Priorities

# ASHRAE Member Satisfaction Survey

## Decarbonization Training & Education Priorities

# ASHRAE Member Satisfaction Survey

## Write-in Comments on Building Decarbonization

- 2580 ASHRAE member responses to the survey
  - 2078 responses to decarbonization training and education needs questions (80.6%)
  - 253 write-in comments
  - 47 comments were positive about ASHRAE's building decarbonization focus and communications
  - 79 comments were negative about decarbonization (3.1% of respondents)
  - 50% of negative comments came from members over the age of 60 and 75% over the age of 50

# Building Decarbonization Training and Education Prioritization

Spring 2024

Environmental Health Committee (EHC) Report to ASHRAE Technology Council

## Recent Trends in Environmental Health

This report is prepared as a part of MBO assigned to Environmental Health Committee. Based on the feedback from the members of EHC a list of recent trends in the environmental health and its impact on HVAC&R industry is prepared. Additionally, research needs related to these trends are listed.

1. *Implementation Science* This new approach/discipline addresses a major gap in public health efforts: how do leaders and researchers best promote and ensure faithful and sustained compliance with recommended measures to improve the public's health. In the context of ASHRAE, this will include the study of how to, and why, standards and position documents are adhered to by engineers as well as building owners and management. This area is a major interest of the NIEHS and EPA that seek to develop evidence-based strategies to implement and assess the impact of an organization such as ASHRAE.
2. *Pandemic Preparedness* The concern is about another pandemic such as Covid 19 potentially due to an organism engineered to have more dangerous properties such as resilience with respect to humidity, temperature, and resistance to biocidal agents (e.g., UV). This is a nightmare scenario. Engineers are being asked by building owners to put in place constant or variable protective measures. These measures seem increasingly prudent. However, we need to know how to choose among a variety of strategies (increased ventilation with outdoor air; better filtration; UVC and other GUV, TREG). These measures could be constant modifications, or they might be implemented when needed by "flipping a switch". We need to determine what are the relative efficacy, effectiveness, costs, and sociological concerns.
3. *Is CO<sub>2</sub> a Poison?* The possibility that indoor exposures to elevated concentrations of CO<sub>2</sub>, above 1,000 ppm, may result in impaired executive function is a serious public health concern. This possibility is supported by a substantial body of human experimental research and literature. More research is needed to clarify the existence and magnitude of this potentially massive public health challenge.
4. *Environmental Justice* The concern is that communities of color and lower SES have greater exposure to air pollutants, both outdoors and consequently indoors. This is a growing area of concern in federally funded air pollution research. It is also gaining stature as a leading concern for air quality researchers. EPA, NIEHS, and HUD are all concerned with the implications of this aspect of environmental public health.
5. *Indoor to Outdoor Transport of Air Pollutants* The relevance of this inverse of pathways of exposure to particulate matter (PM) and other air pollutants is

increasingly recognized as an important consideration in overall exposure of the public to air contaminants. Sources such as commercial cooking and indoor to outdoor transport of the products of indoor chemistry make this actionable through a variety of approaches as outlined in a recent American Thoracic Society publication.

6. *Retrofitting of Existing Building Stock* How to, and at what cost will we retrofit buildings for the purpose of reduced energy consumption as well as improved indoor air quality. These are important issues when it comes to retrofitting or designing HVAC systems. If pandemic preparedness requires changes to the HVAC systems as part of the building readiness plan, how do disadvantaged communities without mechanical ventilation in many residential buildings address health issues of the occupants in these buildings? What are the ethical considerations?
7. *Building Operations Data* Modern construction with smart controls for HVAC systems collect and store vast amounts of operational data regarding temperature, humidity, lighting, noise, occupant satisfaction, etc. What is being done with this information to inform architects and engineers about future improved building design, maintenance and operations? Who should be responsible to collate and curate this data so that all of us can learn from real world experience?



Shaping Tomorrow's Global  
Built Environment Today

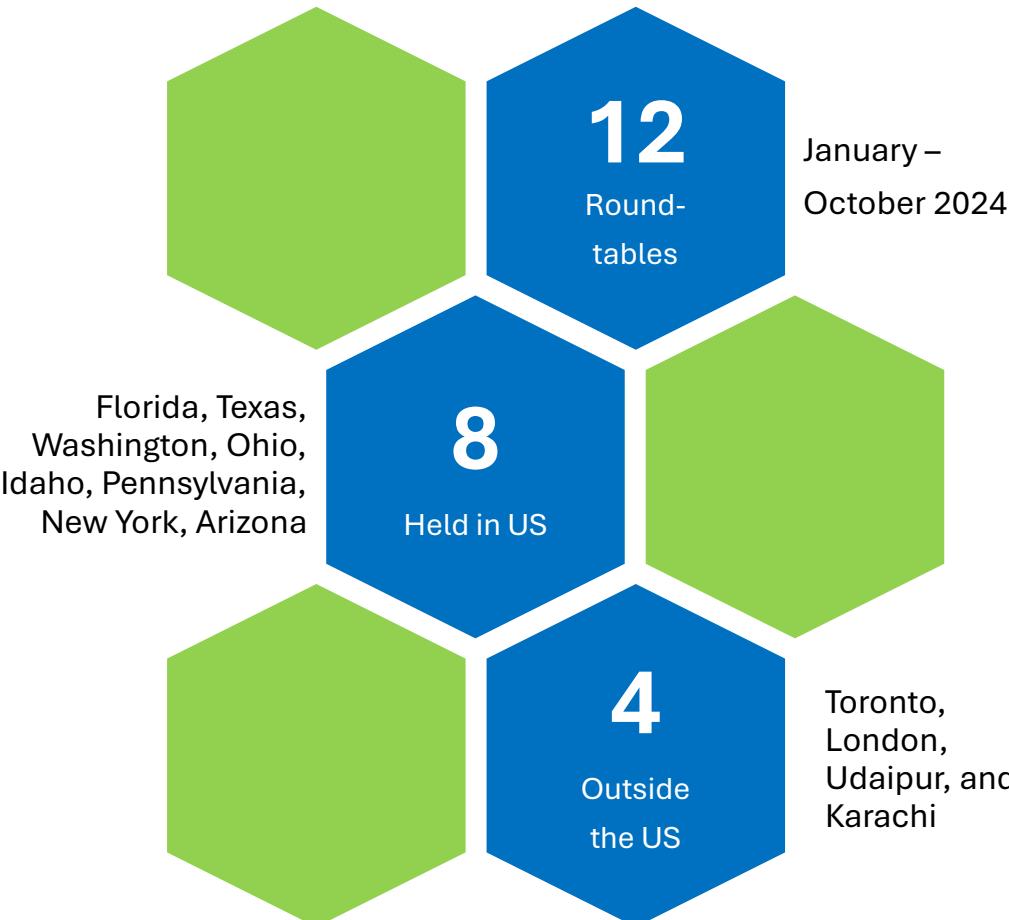
# Industry Roundtables

**2024 Critical Issues Summary  
and recommendations for Councils**

[ashrae.org](http://ashrae.org)



# 2024 Industry Roundtable Critical Issues



- **Role of the Industry**  
The role that the industry is taking on reducing **carbon emissions** and **adopting sustainable practices**, through **decarbonization** and **electrification**
- **Refrigeration Regulations**  
The industry faces an overwhelming amount of regulatory information, creating confusion about which guidelines to follow for refrigerant regulations and safety. The challenges of flammable refrigerants, their impact on different sectors, and ongoing phaseouts further add to the complexity.
- **Workforce**  
The growing generational gap in the workforce.
- **HVAC in Higher Education**  
The lack of HVAC education presence in undergraduate curriculum.
- **Industry Collaboration**  
The need for more collaboration between technicians, building owners, engineers, and architects on projects.
- **New Educational Tools**  
New, more interactive and engaging tools to train and educate new and young professionals

# Recommendations to Members Council

**Acknowledging President Knight's theme of workforce development, many of the discussions centered around the need to engage with students and young professionals, supporting and encouraging them in their career journey in the built environment. Members Council may consider:**

- Developing programs that focus on showing students (K-12, post-High including trade/technical schools) the impact they can have by choosing careers in the built environment
- Encouraging chapters to include technical training on HVAC fundamentals
- Encouraging collaboration with other industry organizations
- Exploring alternative training options, such as podcasts, videos, hands-on technical tours
- Developing a program to help facilitate internships for engineering students



# Recommendations to Publishing & Education Council

**Training and education, particularly for young professionals entering the industry is critically needed. Publishing and Education Council may consider:**

- Leveraging emerging technologies and alternative formats to create training materials that may be more accessible for young professionals
- Developing additional training programs focused on HVAC fundamentals
- Adapting ALI courses to be region/country specific
- Developing resources to better educate the general public



# Recommendations to Technology Council

**Decarbonization, IEQ and refrigerant regulations are issues that members at all levels need guidance on. Technology Council may consider:**

- Continuing to develop resources and practical guides on decarbonization, IEQ and refrigerants for manufacturers, design professionals, contractors, building owners/facility managers and building scientists
- Providing guidance on how emerging technologies like AI can be used to improve productivity and optimize system performance
- Providing more opportunities for technicians/operators to get involved in ASHRAE





## ASHRAE Roundtables Review and Findings

January 2025

Notes have been collected for some 12 roundtable discussions held between January and October 2024. The roundtable reports are available on the BOD Basecamp [here](#). Appendix A provides a simple executive summary of each roundtable. (Note: Other roundtable discussions may have occurred, but notes were not available.)

Fully 4 of the 12 roundtable discussions (33%) were held **outside of the U.S.** The locations are listed below in the order in which they were held.

1. Central Florida Chapter (Region XII), Orlando, FL, January 2024
2. Region VIII CRC Dallas, TX, April 2024
3. Region XI CRC Spokane, WA, May 2024
4. Region V CRC Cincinnati, OH, July 2024
5. Region IX CRC Boise, ID, August 2024
6. Region III CRC Bethlehem, PA, August 2024
7. Region I CRC Albany, NY, August 2024
8. Region X CRC Phoenix, AZ, August 2024
9. **Region II CRC Toronto, ON, Canada, August 2024**
10. **Region XIV CRC London, UK, September 2024**
11. **Region XV CRC Udaipur, India, September 2024**
12. **Region-at-Large CRC Karachi, Pakistan, October 2024**

### Executive Summary

The notes from the 2024 Industry Roundtables all reflect an important need for better education, training and industry collaboration to address both short-term and long-term challenges in the HVACR industry. Most roundtables discussed focusing on preparing the next generation to meet the demands of a rapidly changing industry. A stronger connection between industry and academia is needed.

It is worth noting that the three earlier roundtables were conducted during President Scoggin's term in which the Society Theme was "Challenge Accepted: Tackling the Climate Crisis." The ten later roundtables were conducted during President Knight's term in which the Society Theme is "Empowering Our Workforce: Building a Sustainable Future." Topics covered in roundtables may have been dependent on the participants and the current Society theme.

Six common themes emerged from the feedback received during the Roundtables, providing opportunities for each of the councils to explore to better serve the needs of our members.

- **Publishing and Education Council** – Training and education, particularly for young professionals entering the industry is critically needed. Publishing and Education Council may consider:

- Leveraging emerging technologies and alternative formats to create training materials that may be more accessible for young professionals
- Developing additional training programs focused on HVAC fundamentals
- Adapting ALI courses to be region/country specific
- Developing resources to better educate the general public
- **Members Council** - Acknowledging President Knight's theme of workforce development, many of the discussions centered around the need to engage with students and young professionals, supporting and encouraging them in their career journey in the built environment. Members Council may consider:
  - Developing programs that focus on showing students (K-12, post-High including trade/technical schools) the impact they can have by choosing careers in the built environment
  - Encouraging chapters to include technical training on HVAC fundamentals
  - Encouraging collaboration with other industry organizations
  - Exploring alternative training options, such as podcasts, videos, hands-on technical tours
  - Developing a program to help facilitate internships for engineering students
- **Technology Council** – Decarbonization, IEQ and refrigerant regulations are issues that members at all levels need guidance on. Technology Council may consider:
  - Continuing to develop resources and practical guides on decarbonization, IEQ and refrigerants for manufacturers, design professionals, contractors, building owners/facility managers and building scientists
  - Providing guidance on how emerging technologies like AI can be used to improve productivity and optimize system performance
  - Providing more opportunities for technicians/operators to get involved in ASHRAE

These are just a few recommendations gleaned from the feedback received during the Roundtables. A summary of each of the discussions can be found below. We invite all councils, along with Planning Committee, PEAC and TRAC to review these notes to see what other opportunities there may be to better serve our members as MBOs are developed moving forward.

### Critical Issues in the Industry

The 2024 roundtables highlighted several critical issues within the HVACR industry:

- The role that the industry is taking on reducing carbon emissions and adopting sustainable practices, through decarbonization and electrification
- Refrigerant regulations
- The growing generational gap in the workforce
- The lack of HVAC education presence in undergraduate curriculum
- The need for more collaboration between technicians, building owners, engineers, and architects on projects
- New, more interactive and engaging tools to train and educate new and young professionals

Some of the critical issues addressed at roundtables in 2024 were also addressed in roundtables in previous years. See Appendix B for the 2022-2023 roundtables summary with updates/additions from 2024 roundtables highlighted.

### **Decarbonization, Sustainability and Resiliency**

ASHRAE can empower organizations, students, individuals and the general public to make carbon emission reduction goals. Educating all stakeholders (design engineers, architects, commissioners, technicians, building owners/operators, facility managers, etc.) on the importance of their work and the role it plays in reducing carbon is critical. The work the team does together makes a difference on every project.

Some regions in the US and globally are using the term “Resiliency” to encompass decarbonization, IEQ and sustainability practices. One roundtable suggested incorporating carbon calculations into all ASHRAE standards.

### **Refrigerant Regulations**

The industry faces an overwhelming amount of regulatory information, creating confusion about which guidelines to follow for refrigerant regulations and safety. The challenges of flammable refrigerants, their impact on different sectors, and ongoing phaseouts further add to the complexity.

### **Education and Training**

Several roundtables discussed the lack of specific HVAC training at colleges and universities around the world and the need for dedicated curricula. Workforce development initiatives such as vocational training, internships and professional mentorship programs can help bridge the gap between formal education and real-world skills. One roundtable suggested creating a university course that utilizes hands-on training of the universities HVAC system since all colleges and universities have large HVAC systems located on campus. On-the-job training and real-world experience were expressed as critical in learning this industry and currently there is a lack of this type of education in the HVACR space. On-the-job training also involves relationship skills that are needed for all the roles to work together on a project (i.e. technician/contractor, building owner/operator, facility manager, design engineer and architect). One roundtable suggested developing a “year in the field” approach to teaching engineering students about the practical side of the industry.

Training and education delivery was also discussed at most roundtables. There is consensus on evolving delivery methods to better engage the younger generation such as short YouTube training videos, podcasts, utilizing LinkedIn Learning platforms, interactive training tools such as VR and gamification. One roundtable even suggested creating a buildings/HVAC version or modification to Minecraft to support interest and understanding starting with an even younger audience.

Education and training must also be tailored geographically based on the needs of the audience. For example, Canada Net Zero goals are hard to achieve due to cost and implementation strategies while in the Middle East and Africa, there are challenges on how the HVACR industry is adapting to the rapidly changing climate conditions.

## **Industry Collaboration**

The industry is currently working in silos based on their role and job title. Collaboration is key in moving the industry forward as well as motivating and educating the next generation to choose a profession within the HVACR industry. Industry collaboration with academia is needed to integrate HVAC curriculum and education into MEP programs. Collaboration and better communication between the different roles within the industry (engineers, technicians, building owners, etc.) is critical to understanding new technology and proper design and maintenance of building systems.

ASHRAE Standards are excellent and very valuable but mostly address design issues. Industry collaboration is needed to expand content in ASHRAE Standards to include commissioning and installation direction.

## **Development of New Tools**

ASHRAE has incredible resources such as the ASHRAE Handbook, Standards and Guidelines. Many roundtables indicated that while the more seasoned professionals rely on these tools, the younger generation is looking for more efficient, quicker ways to access information, guidance, and data. One roundtable suggested having the TCs create short videos about their Handbook chapters for quicker content consumption. Another roundtable suggested a small language model AI tool for ASHRAE publications. Creating an ASHRAE Reddit Forum was another idea from a roundtable.

Additionally, there are opportunities to leverage emerging technologies such as AI not only improve access to technical resources, but to improve processes and optimize system performance. ASHRAE can take on a leadership position in how AI can be used in our industry.

## **Engaging and Retaining the Younger Generations**

Several roundtables discussed inspiring the next generation, starting as early as with K-12 students, by messaging the “why” HVACR matters and how it can impact the world. If ASHRAE can message and show the real-world impact of HVAC systems, particularly in terms of sustainability and climate change, more young people will want to explore careers in the HVACR industry. K-12 STEM activities, career fairs, and design competitions were cited as successful outreach programs and events throughout the regions.

## **Roundtable Process**

Market intelligence gained from roundtables is very valuable. Conducting roundtables should be adopted as the best practice for all CRCs. The Roundtable Reports Review Committee (R3C) should provide to the Executive Committee and Planning Committee summaries from roundtables held immediately preceding the Spring and Fall CRCs at the Winter Conference. The Executive Committee will allocate items to the appropriate Councils for consideration. Councils will use the roundtable reports to inform their MBOs and action items. Society Planning Committee will use the roundtable reports to inform Strategic Plans and support development of Council MBOs. Roundtable notes should be archived on the BOD basecamp.

Guidelines for conducting ASHRAE Industry Roundtables were updated in July 2024 and can be found on the BOD basecamp [here](#). The guidelines include an overview, goals, attendance, invitees, coordination and discussion questions. R3C should review and update this guidance and distribute to DRCs and RMCR by the Annual Conference.

## Appendix A. Abbreviated Roundtable Highlights

- **Central Florida Chapter (Region XII) Orlando, FL, January 2024**
  - Critical needs impacting our industry include technical and cost illiteracy associated with high performance building construction and renovations and reliability including IEQ.
  - ASHRAE can support the industry by providing resources to better educate the public with general education of the importance of reducing carbon emissions and understanding the climate impacts.
  - Empowering organizations and even individuals (starting with students) to make carbon emission reduction goals. This includes educating facility technicians, maintenance personnel and commissioning agents who normally do not connect their work to carbon. Supervisors need to be better educated on that connection.
  - ASHRAE can support workforce development by reaching out to technical schools and supporting technicians to development.
  - Connect the dots to technicians that their work matters in addressing climate change – not just installing and servicing HVAC systems.
- **Region VIII CRC Dallas, TX, April 2024**
  - Critical issues impacting our industry include refrigerant regulations.
  - Another critical issue is there is too much information available without a clear and consistent message on which guidance to follow (i.e. ICC, ASHRAE, state-wide/county-wide minimal energy code, Building Codes, UL, etc).
  - Standards are being written by academics and then “tossed to engineers/operators to implement.
  - Additional education to the younger generation of students and professionals with more direct HVAC education.
  - Suggestions include an undergraduate curriculum on HVAC, Reddit Forum on ASHRAE, More Fundamentals Training resources that could be pushed down to the Chapter and use Chapter Leaders to train.
  - ASHRAE materials are great for the trainer but not for the student/trainee.
  - Chapter leaders could be certified to train chapter members on fundamentals and systems training so that chapter members get industry training baked into their chapter meetings.
  - Interactive pieces of the ASHRAE Handbook are needed.
- **Region XI CRC Spokane, WA, May 2024**
  - Most critical condition in our industry is the lack of well-trained engineers in the 35-45 age range.
  - Inexperienced new hires are the norm.
  - Colleges are more focused on non-building related mechanical engineering.
  - Better candidates are usually people who have experience on job sites (not just a degree).
  - ASHRAE can help by providing background on how codes are developed so that people think more critically when applying standards.
  - Not enough people are trained to service VRF systems therefore people are backing away from these systems.
  - ASHRAE could develop a “year in the field” approach to teaching engineering students about the practical side of their work.
  - It is important for owners and contractors to work together and stay engaged with one

- another to support long-term success.
- A joint ASHRAE/AIA effort to coordinate work between disciplines.
- ASHRAE should create a standard for the various options/templates for the sequence of operations to support technicians.
- One idea might be for ASHRAE to create a curriculum for a local ASHRAE member/professional to teach 30-minute sessions in advance of Chapter Meetings. Perhaps utilize TCs that develop applications and fundamentals handbook.
- A suggestion for ASHRAE to provide educational content in short YouTube- type videos for easy consumption (ASHE does something like this).

- **Region V CRC Cincinnati, OH, July 2024**
  - Focus on decarbonization/resiliency changes how projects are approached.
  - Sustainability practices of the past are now mainstream and part of the project implementation.
  - “Resiliency” is a term that is more used in this region of the country and is also catching on in Asia as well. It encompasses decarbonization, IEQ, and energy sustainability.
  - Building owners are only concerned with budget and meeting minimum code requirements.
  - Incorporate carbon calculations into all ASHRAE standards.
  - AI, machine learning/automation, digital visualization need investment from our industry.
  - Using AI to train new workers faster but also keep “old-school” understanding of plans and projects must be maintained in training.
  - ASHRAE can increase passion in the industry by more K12 STEM activities, show real-life impact, focus on cutting edge technologies and teach kids/youth how to change the world through HVAC.
  - Required HVAC courses in university curriculum is a must. Right now HVAC is just a footnote in Mechanical Engineering classes. There is a disconnect between the need in society versus emphasis in college.
  - Disconnect between design engineers and building owners. What is designed is ignored because the owners can't operate the systems.
  - Messaging should be to younger generations that the industry can help save the world. Buildings have a long-lasting impact due to their long lifetimes.
- **Region IX CRC Boise, ID, August 2024**
  - A critical issue in the industry includes the increasing costs associated with labor and projects which stalls or limits projects.
  - There is a growing gap between industry professionals with 5-20 years of experience that is causing labor shortages which increases project time and expense. A&E firms are beginning to bring in vocational training, even at the high school level, to offset some of the labor shortages.
  - There is a missing opportunity in industry training related to the “why.”
  - Too few schools offer HVAC/Buildings specific programs. Most universities only offer one semester of HVAC course work.
  - There needs to be better messaging from ASHRAE on why HVAC is important to the world.
  - Encourage more ASHRAE-specific career fairs at Student Branch schools.
  - ASHRAE Design Challenges have been successful at local colleges/universities to get students engaged in the work of the industry.

- Make more co-op internships available within the industry.
- There isn't enough time to train and mentor younger professionals. There is too much to do and all projects seem to be urgent recently, which doesn't allow time to train.
- More "real world" experience is needed for example, taking students and young professionals into the mechanical room and on job sites.
- More interactive training available (i.e. VR).
- AI needs to be integrated. The Handbook is great, but searching through a 1,000-page handbook for an answer is the research of the past.
- Programs for technical people are needed. ASHRAE scholarships don't allow for support of people in technical schools.
- ASHRAE does networking and mentoring well.
- If people in the industry aren't engineers, they feel like they don't have a place at ASHRAE and therefore don't become members.
- There is a need for more programming for owners and facility managers.

- **Region III CRC Bethlehem, PA, August 2024**
  - Critical issues in the industry include lack of personnel and basic understanding of fundamentals, technology and equipment.
  - Another issue is the building owners awareness of products and applications. Regulations and equipment are changing rapidly which is creating compatibility issues.
  - Idea to create applications that field personnel can use to help make job site decisions.
  - ASHRAE Standards are great, but they only address design issues, more support is needed with commissioning and installation direction.
  - Training is needed for those installing the systems that engineers are designing. There is a big disconnect between the two.
  - Learning materials are changing for the younger generation. They aren't using handbooks and books anymore. They learn in shorter segments with 15 minute videos on specific topics.
  - Ideas include:
    - Subscription based podcasts, YouTube channels of training content
    - Consider providing a free number of PDHs each year to members
    - Get the Lucy books adopted into K-5 curriculum
    - A "Minecraft" game of sorts that's dedicated to buildings and is used as a training tool for the younger generations.
    - TCs provide content for short educational videos to cover Handbook chapters
  - Another issue the industry is facing is flammable refrigerants and how they impact various aspects of the industry.
- **Region I CRC Albany, NY, August 2024**
  - Critical issues in the industry include attracting and retaining new people, electrification and finding new ways to decarbonize while making smart decisions, and trying to get building owners back-to-basics training and IAQ knowledge.
  - Contractors have picked up more design work recently at the expense of design firms.
  - More focus should be on existing buildings to save energy within existing structure.
  - More student knowledge and engagement with ASHRAE. Professors are not pushing ASHRAE so students don't really know what it is or why ASHRAE is important. There are limited HVAC specific college courses available.

- Companies are having to do the bulk of the fundamentals training with employees who are right out of college since college courses don't dive deep enough into HVAC.
- Creating shorter, detailed videos to capture the educational content (not long manuals or handbooks).
- Training needs to showcase how this industry aligns with their ideals of environment and health
- AI tools are needed for ASHRAE members specific to ASHRAE.
- New technology is needed, other than heat pumps, to meet decarbonization goals.
- Hands-on training strategies are also needed.
- LinkedIn learning has proven to be successful in some areas of this region.
- Encourage facility internships at colleges and universities. Every university has a large HVAC system.

- **Region X CRC Phoenix, August 2024**
  - Refrigerant phase outs is the most critical issue.
  - Another issue is electrification and high ambient temperatures.
  - Rely on ASHRAE Fundamentals Training to train employees right out of college who did not get much HVAC/Buildings training with college courses.
  - Lack of college courses available for HVAC at local universities.
  - Education takes a lot of time. Are there ways we can deliver education in different methods for easier consumption?
  - Internships are critical for graduates. How can ASHRAE be involved?
- **Region II CRC Toronto, August 2024**
  - Critical issues are climate change, the many solutions for decarbonization yet issues implementing, and the industry is working in silos.
  - Building owners and operators need more training to understand the impact on building performance related to actions on the equipment. There needs to be more connection between the design engineers and this group.
  - ALI courses and instructors should be tailored to the region/country. Some courses and instructors are very US-based and aren't tailoring presentations to support international audiences.
  - There is a trend of drifting operating performance once consulting firms leave the projects.
  - Universities do not have courses that cover equipment.
  - Need to bridge the gap between building operations and design. How can ASHRAE help building owners plan and educate them about energy efficiency.
  - Net Zero targets in Canada are a big challenge when balanced with realistic plans and costs.
  - ASHRAE needs education on publishing data benchmark on buildings. ASHRAE should be guiding the industry on benchmarking data.
  - Small language model for Handbooks.
- **Region XIV CRC London, September 2024**
  - Critical issue in Europe is lack of government leadership.
  - There are gaps between "official paths" and actual policy implementation.
  - Training gaps in the workforce are fundamentals and bridge the gap between technicians and engineers.

- ASHRAE can incorporate new ideas into existing standards to help the industry.
- **Region XV CRC Udaipur, India September 2024**
  - Critical need for ASHRAE is MEP curriculum in last semester of engineering programs.
  - ASHRAE needs to connect with students in their last year of university.
  - Training for technicians is needed for installation and commissioning of the MEP system.
  - The salary gap between IT and engineers in India is great and most young professionals gravitate toward the IT industry because of the salary.
  - ASHRAE certification for installation or another area more geared toward technicians could be beneficial.
  - Government policy amendments to encourage decarbonization are needed.
- **Region-at-Large CRC, Pakistan, October 2024**
  - ASHRAE should invest more in AI:
    - AI usage in the HVACR industry is limited and not effectively advancing technology.
    - Education on how to use AI related to air conditioning is lagging.
  - Rapidly changing climate conditions leading to severe weather are impacting the economy and HVACR needs to adapt more quickly.
  - Focus education to mirror current workforce and focus on technical and vocational training for technicians.
  - Training programs are needed for mid-level engineers and technicians that offer certification.
  - Enrollment in mechanical engineering programs is declining as students are invested in more money-making fields.

## Appendix B. 2022-2023 Roundtable Summary

Updates from 2024 Roundtables are highlighted.

### Broaden ASHRAE's Target Audience

The need to broaden ASHRAE's community to include both owner/operators and technicians/contractors was cited at several roundtables again in 2024.

- According to the December 2024 membership dashboard, ASHRAE has 4,652 contractor members and 2,918 design/build members for a total of 7,570 or 14% of 54,486 members. Despite being the 3<sup>rd</sup> largest segment of ASHRAE's membership behind design engineers and manufacturers/ reps, ASHRAE offers few programs designed specifically for contractors.
- Lack of qualified technicians is seen as a universal problem at roundtables. Advance MEP systems cannot be deployed without skilled technicians for both installation and service. Refrigeration technicians in particular are cited as being in low supply as demand for cooling grows globally.
  - The transition to mildly flammable, low GWP refrigerants underscores the need to provide training to both current and new technicians.
  - More complex mechanical and control systems will require technicians with higher skill sets.
- Improved communication between the owner/operator and the design communities is critical to accelerate the transition to healthier and more sustainable buildings. Increase owner/operator participation in ASHRAE is cited as benefiting the mechanical design community and ASHRAE's mission. One roundtable suggested bringing contractors, technicians, and building owners into project committees to bring their perspectives during the standard writing process.

### Practical Guidance/Tools Needed

ASHRAE is the undisputed top global technical resource for HVAC systems. However, the Society lacks guidance on practical implementation of complex design best practices. Standards and handbooks are best-in-class, but simplified guidance is needed to bridge the gap between theory and implementation.

Participants of the 2024 roundtables offered solutions such as creating short YouTube videos to cover content for each chapter in the ASHRAE Handbook, podcasts, VR and gamification (such a Minecraft modification focused on buildings and HVAC systems), and LinkedIn Learning.

This issue is linked to workforce development. The 'gray tsunami' of retirements drives the next generation's need for practice implementation guidance. Traditional delivery of technical information such as printed/electronic handbooks is not appealing to younger generations. Videos, apps, online tools, and interactive training is considered more valuable than complex printed guidance.

Similarly, guidance is needed on how to navigate through ASHRAE's volumes of technical guidance, training programs, publications and standards. Roundtable participants often cited difficulty in finding relevant information.

Young current and prospective members learn differently (interactively) and respond to being challenged. Practical solutions must be delivered in new ways to have broad appeal. A few roundtables suggested training local chapter members or leaders to be "certified" to teach industry basics to ASHRAE young and members for 30 minutes before Chapter Meetings begin so that local industry professionals can attend Chapter Meetings but also receive some industry training with peers in addition to networking.

## **Labor Shortages are a Universal Issue**

Workforce development was cited as a key issue at virtually every roundtable. Note that the workforce development conversation was prompted by questions in some roundtables rather than being volunteered independently by roundtable participants.

There was a universal call to improve the understanding of and the appeal of careers in HVAC&R (“convince me to be an HVAC&R engineer”).

- Short videos
- Training needed to accelerate the learning curve of those new to HVAC&R.
- Tie HVAC&R buildings engineering to solving the climate crisis.
- Message to younger audience (K-12 even) and general public about the impact HVAC&R jobs have on the environment and the future of the world.

## **Chapters/Regions Need Flexibility, Resources for Localized Solutions**

Challenge and opportunities differ widely in regions around the world, underscoring the importance of empowering and resourcing Chapters/Regions to provide localized benefits and services.

The degree to which language is a barrier for standards, training, etc. varies widely. For example, English is not a barrier in India but is considered an issue in Brazil and Turkey. Grid limitation is a significant issue driving energy efficiency in Monterrey. Declining population in Japan exacerbates HVAC&R workforce shortages.

Canadian roundtables noted the importance of ASHRAE courses being tailored to the region (i.e. climate, regulations, carbon emission and net zero goals, policies, etc.). The roundtable in India discussed their struggle with government advocacy and adoption of ASHRAE Standards and guidance.

The cost of ASHRAE products and services is a well-documented and growing issue for many countries, often driven by inflation, political turmoil and current valuations.

## **Practical Refrigerant Transition Strategies and Training is Needed**

The transition to low-GWP refrigerants is paced differently around the globe. Standards and regulatory timelines are not aligned. Several roundtables underscore the importance of aligning refrigerant strategies.

A strong need for comprehensive training on the design and maintenance of systems using mildly-flammable refrigerants. The need for that training varies widely by region based on the regulatory timing. It is needed for design, but more significantly needed for technician/contractor/owner operation and maintenance.

## **Networking is Universally Valued**

Multiple roundtables underscored the value of connecting with ASHRAE’s global network of building professionals as a primary benefit of ASHRAE. The Society would be well-served to identify and increase opportunities for networking throughout the Society. Creating opportunities for cross-discipline networking between designers, contractors, researchers, building owners, and manufacturers was recommended as being particularly valuable.



# ASHRAE 2024 Workforce Development Summit

**Sheraton New York Times Square Hotel  
New York, New York  
October 20, 2024**

**Summary Report and Roadmap**  
[ashrae.org/president](http://ashrae.org/president)

The ASHRAE Workforce Development Summit occurred on October 20, 2024, in New York City. The invitation-only event included 38 participants from backgrounds in academia, engineering, allied associations, government and manufacturing.



# Workforce Development Summit Report

**Developed by:** ASHRAE Workforce Development Organizing Committee and designforce, a workforce development consultant and facilitator of the Workforce Development Summit itself.

## ASHRAE Workforce Development Organizing Committee **Organizing Committee**

Andrés Sepulveda - Team Lead

Susan Collins

Sheila Hayter

Dennis Knight

Jamie Kono

Dunstan Macauley

Axel Pearson

## Staff

Tony Giometti

Kirstin Pilot

Stephanie Reiniche

## Facilitator

Ahmed Kurtom, Founder & Managing Principal, designforce,  
[www.designforce.me](http://www.designforce.me)

The ASHRAE Workforce Development Summit occurred on October 20, 2024, in New York City. The invitation-only event included 38 participants from backgrounds in academia, engineering, allied associations, government and manufacturing. Through breakout sessions, the participants addressed the challenges of **Attracting Talent, Engaging Talent, and Retaining Talent**. Ahmed Kurtom, who also prepared this report, facilitated the Summit.

The Summit was an initiative of ASHRAE's 2024-25 Society theme, *"Empowering Our Workforce: Building a Sustainable Future,"* and by the vision of 2024-25 ASHRAE President Dennis Knight to address the challenge of workforce development currently facing the industry.

Special credit goes to the support provided by the Pacific Northwest National Laboratory for Jamie Kono and Axel Pearson's participation on the organizing committee and Sara Mans's work compiling the results of a pre-Summit survey that the attendees completed.



ASHRAE is a registered trademark in the U.S. Patent and Trademark Office, owned by the American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.

ASHRAE has compiled this publication with care, but ASHRAE has not investigated, and ASHRAE expressly disclaims any duty to investigate, any product, service, process, procedure, design, or the like that may be described herein. The appearance of any technical data or editorial material in this publication does not constitute endorsement, warranty, or guaranty by ASHRAE of any product, service, process, procedure, design, or the like. ASHRAE does not warrant that the information in the publication is free of errors, and ASHRAE does not necessarily agree with any statement or opinion in this publication. The entire risk of the use of any information in this publication is assumed by the user.

No part of this publication may be reproduced without permission in writing from ASHRAE, except by a reviewer who may quote brief passages or reproduce illustrations in a review with appropriate credit, nor may any part of this publication be reproduced, stored in a retrieval system, or transmitted in any way or by any means— electronic, photocopying, recording, or other— without permission in writing from ASHRAE. Requests for permission should be submitted at [www.ashrae.org/permissions](http://www.ashrae.org/permissions)

# PART 1 - EXECUTIVE SUMMARY

The ASHRAE 2024 Workforce Development Summit in New York City brought together 38 industry leaders to address the critical challenges of attracting, engaging and retaining talent in the HVAC&R industry. As we face unprecedented growth projections and technological advancements, our industry stands at a pivotal juncture. The International Energy Agency forecasts a tripling of HVAC&R systems by 2050, with some experts projecting even more dramatic increases.

**This report outlines a visionary roadmap for transforming our workforce strategy, focusing on three key areas:**

**1.**

**Attracting Talent:** Rebranding our industry as tech-savvy climate solution providers and creating diverse pathways for entry.

**2.**

**Engaging Talent:** Developing comprehensive onboarding programs and aligning education with industry needs.

**3.**

**Retaining Talent:** Fostering a culture of continuous learning, clear career progression, and work-life balance.

Our findings reveal a pressing need to showcase the HVAC&R industry as essential to global well-being and technological advancement. We must emphasize our role in combating climate change, improving quality of life, and driving innovation in intelligent building systems and energy-efficient technologies. This roadmap provides actionable strategies for companies of all sizes to implement effective workforce development initiatives. By embracing these recommendations, we can ensure our industry attracts the brightest minds, fosters engagement and retains top talent to meet the challenges of tomorrow.

## Overview From ASHRAE President M. Dennis Knight

Our work in HVAC&R and building science is foundational to modern life. It impacts every building, every indoor environment, and, ultimately, the comfort and health of people worldwide. We are also vital to solving the climate crisis and achieving the targets we've set and the commitments we and the world have made.

Yet, we face a significant challenge that demands immediate attention and innovative thinking. Our industry is poised for remarkable growth. The International Energy Agency (IEA) projects that the number of systems will triple from around 2 billion today to over 6 billion by 2050. I recently attended a meeting in Tokyo with some leading university researchers and industry leaders, and the figure they were using for 2050 was 4 to 5 times the number of systems that exist today.



However, we struggle to attract and retain the talent needed to meet this demand. This isn't just a skills gap; it's a critical juncture that will define our industry's future. But within this challenge lies an extraordinary opportunity. We're not just HVAC engineers; we're climate solution providers, technological innovators and human comfort and well-being engineers.

How many aspiring professionals realize that by joining our ranks, they could be at the forefront of Artificial Intelligence (AI) and Internet of Things (IoT) integration, developing intelligent building systems or pioneering energy-efficient technologies that combat climate change?

# Summit Format And Participants

The Summit brought together 38 participants from diverse backgrounds, including academia, engineering, allied associations, government, and manufacturing. The event was structured around three key challenges:

## 1. Attracting Talent      2. Engaging Talent      3. Retaining Talent

Participants engaged in focused breakout sessions for each challenge, followed by group discussions to consolidate ideas and insights.

# Key Findings And Recommendations

## 1. Attracting Talent

### Challenges

- Lack of industry awareness among potential candidates
- Unclear career pathways from high school to the workforce
- Competition with other tech-driven industries

### Recommendations

#### 1. Rebrand and Clarify Messaging:

- Redefine HVAC careers to emphasize sustainability, innovation, and global impact
- Develop targeted messaging for different audiences (high school students, college graduates, career changers)

#### 2. Focus on Skill Sets and Non-Traditional Pathways:

- Emphasize required skills over specific degrees
- Create and promote alternative routes into the industry, such as apprenticeships and vocational training

#### 3. Enhance Recruitment Processes:

- Integrate personal connections and mentorship into recruitment
- Leverage diverse role models as industry advocates

#### 4. Support Smaller Employers:

- Provide resources and tailored support for smaller companies to enhance their recruitment efforts

#### 5. Cultivate Inclusive Culture and Management:

- Foster an open environment that emphasizes organizational culture and mission
- Implement a hire-to-train approach, showcasing growth opportunities

#### 6. Revamp Education and Partnerships:

- Update educational offerings to align with industry needs
- Build partnerships with schools and universities to enhance outreach and recruitment strategies



## 2. Engaging Talent

### Challenges

- Disconnect between education and industry needs
- Lack of clear onboarding processes
- Limited exposure to diverse aspects of the industry

### Recommendations

#### 1. Connect to Mission and Culture:

- Integrate technical and mission-driven contexts in daily work
- Facilitate personal connections and a supportive company culture

#### 2. Revamp Onboarding and Development:

- Implement comprehensive onboarding programs with clear timelines and feedback mechanisms
- Offer leadership training and mentorship opportunities

#### 3. Diversify Roles and Responsibilities:

- Provide variety in job roles to prevent pigeonholing
- Encourage participation in industry events and ASHRAE chapter activities

#### 4. Promote Work-Life Balance:

- Use technology to enhance communication and support flexible working arrangements
- Implement policies that respect personal time and mental health

#### 5. Align Education with Industry Needs:

- Strengthen partnerships with educational institutions
- Ensure practical experiences like internships and paid co-ops align with career skill requirements

## 3. Retaining Talent

### Challenges

- Competition from other industries offering higher salaries
- Lack of clear career paths and progression
- Burnout and work-life balance issues

### Recommendations

#### 1. Create a Supportive Work Environment:

- Center organizational culture around a strong mission
- Set realistic expectations to enhance job satisfaction and retention

#### 2. Foster Employee Ownership and Transparency:

- Build a culture of trust and engagement
- Involve employees in decision-making processes

#### 3. Establish Clear Career Growth and Development Paths:

- Create transparent pathways for advancement
- Focus on both technical and soft skills development

#### 4. Implement Feedback and Participation Mechanisms:

- Develop systems for continuous micro-feedback
- Involve employees in strategic planning

#### 5. Enhance Leadership Effectiveness:

- Clearly define leadership roles and expectations
- Promote effective communication at all levels
- Empower employees to see the impact of their work



# Conclusion and Next Steps

The ASHRAE 2024 Workforce Development Summit has laid the groundwork for a transformative approach to talent management in the HVAC&R industry. By implementing these recommendations, companies can position themselves as employers of choice, attracting the best talent and fostering long-term engagement and retention. As we move forward, ASHRAE commits to:

1. Developing resources and tools to support companies in implementing these recommendations
2. Enhancing our outreach and educational programs to align with industry needs
3. Facilitating ongoing dialogue and collaboration between industry, academia, and government to address workforce challenges

Together, we can build a workforce that is not only equipped to meet the technical challenges of our industry but is also passionate about our mission to create sustainable, comfortable, and healthy indoor environments for all.

## Acknowledgments

Special thanks to all participants, the ASHRAE Workforce Development Organizing Committee, and our facilitator, Ahmed Kurtom, for their invaluable contributions to this Summit and report.



## PART 2 – BACKGROUND AND REFERENCE MATERIALS

### Workforce Development Summit Organization

Workforce development cuts across multiple disciplines, and the intent was to have those diverse disciplines represented at the Summit. The Summit sought people from the following disciplines:

- Academics
- Allied Associations
- Consultants/Contractors
- Government
- Manufacturers

To reduce the Summit's carbon footprint, invitations were sent to people who reside or work in the New York City region or were attending the 2024 ASHRAE Decarbonization Conference, which began the day after the Summit in the same hotel. There were 38 participants in the Summit, distributed approximately evenly among the five disciplines.

Before the summit's start, the participants were asked to complete a survey to gain insight into the three challenges of attracting, engaging, and retaining talent.

### Summit Format

The Summit was structured to ensure that the focus was on **attracting, engaging and retaining talent in the HVAC industry**. Each topic was addressed with the group and then the attendees were split into breakout sessions which provided an opportunity for robust discussion. A quick debrief was conducted at the end of each breakout session to share highlights and insights with the whole group. This allowed the ideas to be consolidated and everyone to get aligned.

This report summarizes the results and key takeaways of the pre-summit survey and the key points and takeaways from the Summit breakout sessions.

## Attracting Talent Portion Of The Summit

### SURVEY RESULTS



#### Question 1:

**In your opinion, what is the most effective outreach method to attract potential candidates?**

#### Responses:

- **Internships/Pre-Apprenticeships** emerged as the most effective outreach method chosen by **73%**
- **Recruitment at Trade School & College-Level Events** (e.g., career fairs) is the second most effective method, with **70%**
- **Recruitment at High School-Level Events** (e.g., STEM Summer Camps) was favored by **40%**
- **Outreach to Underrepresented Groups** (e.g., low-income, women, and minority groups) was selected by **~37%**
- **Word of Mouth/Personal Recommendation** is also seen as a viable method chosen by **33%**
- Less effective methods include engaging at **Grade School-Level Events 13%** and posting to **Online Job Boards** or **Industry Job Boards**, each chosen by **10%**

#### Question 1 Key Takeaway

Respondents showed a clear preference for **proactive, targeted** recruitment efforts. The results emphasize the **effectiveness of focusing on educational institutions**, particularly trade schools and high schools, and offering **internships or apprenticeship programs** to attract new candidates.

There's also significant attention on diversity, with outreach to underrepresented groups ranking as a moderately important strategy.

## Question 2:

What does your organization do to attract a broad candidate pool?

### Responses:

Organizations use a multifaceted approach that includes:

- Educational outreach
- Online recruitment
- Partnering with external organizations
- Leveraging reputation and branding
- Targeted initiatives for underrepresented groups

## Question 3:

In your opinion, what messaging about HVAC careers is most impactful for potential candidates?

### Responses:

- **Fulfilling, Purposeful Work** (e.g., combating climate change, improving quality of life, expressing creativity) is the most influential message, with **93%**
- **Remuneration / Salary** is the second most impactful, chosen by **63%**
- **Clear Career Advancement Pathways and Promotion Opportunities** ranks third with **56%**
- **Work/Life Balance** is mentioned by **36%**
- **Paid Time Off and Family Leave** are the least impactful, with only **10%**

### Question 3 Key Takeaway

The findings suggest that **emphasizing meaningful and purposeful work**, competitive salaries and clear career growth resonates most with potential candidates.

## Question 4:

What methods will be the most effective for ASHRAE and other industry groups to help attract/expand a broad candidate pool?

### Responses:

- **Encourage Job Placement Programs** (e.g., certification leading to employment) is the most favored method selected by **63%**
- **Outreach to New Audiences** is the second most effective strategy, with **53%**
- **More Social Media Presence** ranks third with **40%**
- **Both Create More Networking Opportunities & Offer More Educational Opportunities** were equally valued and chosen by **~37%**
- **Develop New Certifications** was selected by **20%**
- **Hold More In-Person Meetings** is the least favored, with only **~7%**

### Question 4 Key Takeaway

The results suggest that **practical approaches** like job placement programs, audience outreach, and increased social media engagement are perceived as the **most effective ways** to attract a broader candidate pool.

# ATTRACTING TALENT BREAKOUT SESSION

## Breakout Discussion Summary

This breakout session on **Attracting Talent** focused on

1. Rebranding and re-messaging HVAC
2. Figuring out non-traditional pathways
3. Defining a skill set, not just a degree

### Rebranding

HVAC is a profession that can be difficult for others outside of the industry to understand. Instead of promoting the technical aspects, it was recommended that the industry emphasize topics people can relate to, such as indoor climate, sustainability, and energy efficiency. An idea for creating an 'umbrella brand' for the profession was proposed that would encompass all professionals outside of the industry; for example, pitching to a chemical engineer that those skills could be used for heating and cooling.

Public relations is necessary to attract talent. Its role includes developing messages, reaching out via appropriate social media channels and engaging influencers. The industry has a call to action to improve its branding: to focus on the importance of the work, its positive impact on the environment, and lifelong learning and growth. There was consensus that the message for those considering or entering the industry should not be so intimidating and that the knowledge required should be toned down.

### Non-traditional pathways

The attendees addressed traditional ways students enter the industry through colleges and universities.

It was recognized that parents play a significant role in their children's career decisions and there should be outreach to parents to tell and guide them to consider HVAC&R as a career for their children.

The consensus among session attendees was that the industry should continue to reach out to high school students, but perhaps with a strategy to address their thought process on 'what I want to do with my life.' ASHRAE was encouraged to reach out more to its Student Branches to help reach

high school students and students early in their college education.



However, the industry needs to adapt to the changing education track. It needs to recognize that not everyone can go straight to college because they need to work and earn money.

Beyond rebranding the industry and making it easier for others – new or professionals already in a career – to enter the industry, the attendees explored new career pathways for entering the industry, specifically non-traditional pathways. There is a need to better define career pathways from high school to the workforce for non-degree and the path for college students. Trade schools have a substantial overlap between student learning and on-the-job training.

It was debated to what degree of focus should be on recruiting from vocational, technical, community colleges or apprenticeships if there are not enough students attending traditional schools. The industry needs to know what target to shoot for and calculate how many engineers need to be educated in a sector, how many universities have that program, and how many students are enrolled.

Employers have a major role in attracting talent to the industry and promoting that role to potential employees. Companies should offer education reimbursement or professional development and promote it in job opportunities. Employer support is critical for investing in people through education and identifying mentors responsible for helping new hires develop. Guidance is needed when the career path is not straight – someone needs to help new hires determine if the career path chosen is the right choice or if a change to another career should be made. Are there opportunities to train people on different career paths? Needless to say, applying for a position must be quick and easy to attract applicants. Questions were raised about how industry jobs can be made more attractive.

## Defining a skill set

The shortage of skilled labor in the field is impacting projects. In addition to attracting talent, it is essential to determine what skill sets are needed. Job openings currently list specific skills, but a definition would be better with an example of the type of work to be accomplished. Employees of different ages, backgrounds, and disciplines work on buildings, so why not highlight their skill backgrounds with the type of work they do to help potential employees develop a vision for the position they will be going into? To obtain the skills, employers could create multi-month training programs for more diverse groups, such as Workforce Development Training.

There was support for emphasizing the importance of skilled work. There was also concern for a potential barrier where there may be a management issue (old way/new way mentality) in perspectives of acceptance for new technology implementation. New skills are needed for new business practices for a new generation of workers at all levels, especially in teaching leadership skills and upskilling leaders.



## Attracting Talent Breakout Session Key Takeaways

- **Rebrand and Clarify Messaging:**
  - Redefine HVAC careers to ensure clear, impactful messaging that resonates with target audiences and their influencers (parents, educators).
- **Focus on Skill Sets and Non-Traditional Pathways:**
  - Emphasize required skills over degrees and promote alternative routes into the industry.
- **Enhance Recruitment Processes:**
  - Integrate personal connections, mentorship, and hands-on experiences into recruitment while leveraging diverse role models as advocates.
- **Support Smaller Employers:**
  - Provide resources and tailored support for smaller companies to enhance their recruitment efforts.
- **Cultivate Inclusive Culture and Management:**
  - Foster an open environment that emphasizes organizational culture, mission, and a hire-to-train approach, showcasing the attractiveness and impact of positions.
- **Revamp Education and Partnerships:**
  - Update educational offerings to align with industry needs and build partnerships to enhance outreach and recruitment strategies.

# Engaging Talent Portion Of The Summit

## SURVEY RESULTS



### Question 1:

What do organizations do to integrate new talent through onboarding and engagement?

#### Responses:

- **On-the-Job Training** is the most common approach, selected by ~66%
- **Teaming New Employees with Experienced Ones** (e.g., mentoring, peer partners) follows closely, with 62%
- **Support for Certificates, Certifications, and/or Licensing** is also popular, chosen by 48%. Professional Development Funds are utilized by ~45%
- Both **Teambuilding and Face-to-Face Interactions & a Structured Onboarding Program with Timeline, Feedback and Compensation** were selected by ~52%
- **Wrap Around Services** (e.g., childcare, transportation assistance) are less commonly offered, with only 24%

#### Question 1 Key Takeaway

Practical and interactive methods, such as **on-the-job training, mentoring, and structured onboarding programs**, are seen as the most effective and commonly used strategies for integrating new talent.

### Question 2:

The most important soft/employability skills a new employee needs to successfully integrate?

#### Responses:

- **Communication** is the most critical skill, with 90%
- **Positive Attitude** is the second most important skill, by ~77%
- **Problem Solving** is valued by 63%
- **Time Management** was selected by 30%
- **Digital Literacy** was noted by 10%
- **Conflict Resolution** ~7%
- **Sales** 3%

#### Question 2 Key Takeaway

The findings suggest that **strong communication skills, a positive attitude, and problem-solving abilities** are the most crucial 'soft skills' for successful integration of new employees in the HVAC industry.

### Question 3:

Considering new and emerging technologies, what aptitudes does a new employee need?

#### Responses:

- **Openness and Willingness to Learn:** A recurring theme is the ability to learn continuously, adapt, and remain open-minded in the face of new and unfamiliar technologies. Respondents highlight the importance of being comfortable with challenges and being willing to explore and acquire new skills
- **Technical Aptitude and Digital Literacy:** Respondents stress the need for basic technical skills such as digital literacy, proficiency with numerical simulation tools, and the ability to work with AI or data analytics. Familiarity with emerging areas like heat pump technology and decarbonization strategies is also mentioned

## Question 3 continued:

- **Critical and Creative Thinking:** The ability to engage in problem-solving, systems thinking, and integrative thinking is emphasized. Employees should approach challenges holistically, considering innovative and interdisciplinary solutions
- **Communication and Collaboration Skills:** Effective collaboration, especially in-person, and communication skills are essential. With post-COVID challenges, there is a noted importance of retaining and improving interpersonal skills
- **Adaptability and Proactivity:** Employees should be adaptable, proactive, and have the capacity to change their mindset as technologies evolve. A desire for continuous self-improvement and the ability to learn from mentors are also seen as crucial traits

### Question 3 Key Takeaway

Overall, the responses indicate a need for a **balance** between **technical skills, adaptability** and a **proactive, lifelong learning mindset**.

## Question 4:

What can ASHRAE and other industry groups do to integrate new talent through onboarding and engagement?

### Responses:

#### General Themes

- Structured pathways and clear roadmaps
- Mentorship and peer support
- Training and educational support
- Engagement with local and underrepresented groups
- Communication and social media
- Supporting students and young members
- Onboarding programs

## ENGAGING TALENT BREAKOUT SESSION

### Breakout Discussion Summary

The discussions addressed how to onboard new employees, ideas on how companies could change to better improve engagement, and ASHRAE's contribution to improving engagement and career paths.



When new employees, especially those that are just starting their careers, start a job, it is important to make them feel welcome and to experience positive morale with the company. However, what seems to be happening most is that new employees end up doing low-level work and not using what they were trained to do, and they tend to be pigeonholed into one skill. This was attributed to companies not being mission-driven organizations. Numerous suggestions were made to avoid this and to create a positive morale experience for the employees.

One of the first recommendations is to follow through on the work assignment discussed when they were offered the position. For new hire's first two years of employment, it is important to deliver on the 'brand promise' made during the interview – is the organization set up to do that? Are professional opportunities available to help deliver on that promise? Or for career advancement?

Another is to connect how their work contributes to the greater mission. Another is to shift from describing work with a singular focus on a specific work assignment to a whole-building-system-focus that provides a greater perspective on how the work contributes to the success of a project.

It was recognized that students understand buildings and have bright ideas and want to contribute them. The industry messaging should address that understanding and need to contribute by engaging 'whole building system free-thinkers' and to get them excited to be a part of the industry.

Other practical applications suggested were providing rotational experiences in the job and the need for upscaling managers to recognize traits in their direct reports to provide incentives, how to get best practices from them and implement those practices.

Another approach is to expand the onboarding process to a company-wide



approach. Focusing on a beginning engineer, seasoned employees should be asked what they are doing to help or to address challenges experienced by the new engineer. As employees move up in the company, are they being asked to encourage or support others on their career path to do the same? Can new engineers who work on a project be given the opportunity to be reassigned to work on a new project for the purpose of realizing new possibilities that could be a better fit for their skills?

Wrap-around benefits are important to engagement and job satisfaction, especially when they are created with the employee's input. Childcare, transportation, remote working, professional development -- all contribute to creating a successful work/life balance for employees.

 The participants addressed what they considered the biggest engagement challenge – keeping mid-career people engaged. When these people leave with their expertise and networks, it is hard to bring in replacements. Attendees advocated constant succession planning for those behind mid-level employees. Likewise, having a career path for mid-career employees, stock option programs and/or an associate program can all help to retain those people.

Networking is also essential to connecting with the industry.

The conversation turned to ASHRAE on this topic. Many employers do not support attending ASHRAE events because they are afraid their employees will be hired away. It was felt that if you feel that way as an employer, you probably are not providing the opportunities to keep your employees engaged and employed with your firm. The consensus was that companies do not interact with local ASHRAE Chapters, And the observation was made that there is a drop-off in ASHRAE involvement, and the challenge is getting new people involved. It was suggested that ASHRAE change the business model to meet people where they are – what are people willing to contribute, what is the implication on the business. ASHRAE Chapters can be a resource for advancing careers. ASHRAE Student Branches are vital in developing success and engagement early on. Like company mentors, Student Branch Advisors are the key to a branch's success.

# Engaging Talent Breakout Session Key Takeaways

- **Connect to Mission and Culture:**
  - Integrate technical and mission-driven contexts to foster personal connections and a supportive company culture.
- **Revamp Onboarding and Development:**
  - Implement effective onboarding programs with clear career pathways, offering leadership training and mentorship opportunities.
- **Diversify Roles and Responsibilities:**
  - Provide variety in job roles to prevent pigeonholing, encourage participation in chapter events, and celebrate team successes.
- **Promote Work-Life Balance:**
  - Use technology to enhance communication and support a healthy work-life balance.
- **Align Education with Industry Needs:**
  - Strengthen partnerships with educational institutions to ensure practical experiences like internships and paid co-ops align with career skill requirements.

1.



# Retaining Talent Portion Of The Summit

## SURVEY RESULTS



### Question 1:

What does your organization do to maintain and retain the current workforce through upskilling and motivation?

#### Responses:

- **Performance Reviews** are the most commonly used method, with **~68%**
- **Teambuilding and Face-to-Face Interactions** rank second, also chosen by **~68%**
- **Ongoing Professional Development** is utilized by **~54%** to support and upskill employees
- **Clear Career Advancement Pathways and Promotion Opportunities** are provided by **46%**
- Annual Total Salary Reviews are implemented by **~43%**
- **Promote Industry Memberships & Support Certifications and Licensing** each received support from **39%**
- **Tuition Reimbursement** is offered by **~29%**, while **Wrap Around Services** (e.g., childcare and transportation benefits) are provided by **~18%**
- **Defined Bonus Structure** is used by **25%**

#### Question 1 Key Takeaway

The results show that many organizations commonly use strategies like **performance evaluations, team-building activities, professional development, and career advancement opportunities** to help upskill and retain their workforce.

### Question 2:

The most effective methods to maintain and retain the current workforce through upskilling and motivation?

#### Responses:

- **Ongoing Professional Development** is the most effective method chosen by **~66%**
- **Clear Career Advancement Pathways and Promotion Opportunities** are the second most effective approach selected by **55%**
- **Teambuilding and Face-to-Face Interactions** are also highly valued with **38%**
- **Support Certifications and Licensing** was highlighted by **~35%**
- **Annual Total Salary Reviews** were chosen by **~21%**
- **Promote Industry Memberships** received support from **17%**
- Less frequently selected methods include **Tuition Reimbursement** **~14%**, **Defined Bonus Structure** **10%** and **Wrap Around Services** (e.g., childcare and transportation benefits) **7%**
- **Performance Reviews** were the least favored with only **~4%**

#### Question 2 Key Takeaway

The findings emphasize that **professional development** and **clear career pathways** are perceived as the most impactful methods for workforce retention and motivation.

## Question 3:

What can ASHRAE and other industry groups do to maintain (and retain) the current workforce through upskilling and motivation?

### Responses:

#### General Themes

- Clear communication and messaging
- Training and development opportunities
- Mentorship and networking support
- Community engagement and partnerships
- Recognition and incentives
- Industry-Specific information and resources

## RETAINING TALENT BREAKOUT SESSION

### Breakout Discussion Summary

The participants addressed the marketplace pressures on retaining employees and identified steps that could be taken to improve retention of current employees.

The top concern was the salaries being offered by large companies to pull top talent away from smaller firms. The level of high salaries can be sustained by larger organizations because of systematic laying off people in other areas of the company. For smaller firms, there are many other marketplace issues affecting compensation, such as inflation, other business-related expenses and regulation, and other sectors that are hiring engineering talent, such as the financial industry and tech/software industries. The competition with other engineering firms for business means that there is not as much revenue available to compensate employees. Another concern is that the salaries of engineers as compared to other engineering careers, such as chemical engineers, have not kept pace as experience and tenure accumulate. The mechanical engineers' salary cannot continue as low as it is – every job has to be family-sustaining and upwardly moving.

Money matters – it may not be the most important thing, but it is important. A key to compensation is to figure out what can influence an employee. One approach is to do a culture/compensation survey right before budgeting.

After addressing the outside forces on compensation, the Summit attendees explored ways to retain existing employees. These centered on the person, such as employee mental health – defining sick days to include mental health days or identifying 'mental health days.' Providing opportunities to address employee concerns shows employers are dedicated to employee's well being.

There were numerous comments promoting direct communication with the employee. Asking direct questions of the employee is the best way to get meaningful feedback, and a mentorship program can be another outlet for employees to be heard. Leaders should help employees define 'what do you want to do?' It is important to help the employee see the impact of their work on the overall project as well as to promote a feeling of project ownership. Project feedback describing the success stories and professional growth



opportunities create an understanding of how the project went, which creates a positive work environment for the organization. Direct communication with employees is necessary to understand the evolution of an employee's professional growth needs and how those change over time. Soft skill development should address and complement those growth needs.

The discussion shifted from using engagement to retain employees to identifying other contributing factors.

Rewards and recognition were identified as very important, also, so that the employee feels acknowledged for the work that they have been doing. Examples include a rewards program that allocates points that can be redeemed for gifts or attending a conference or seminar. The group cautioned that the rewards should align with the company's mission and support the behavior for progressing in the position. Also, the rewards should be sustainable – pulling back a rewards program can be challenging.

It was recommended organizations try implementing other benefits that don't exist in other organizations, such as those that support a work/life balance, including parental leave and caregiver leave.

Also, 'initiatives' can play a positive role in retaining employees. This can include providing 'volunteer time off' of 40 hours a year to do things important to the employee.

In addition to initiatives, rewards and programs aimed at work/life balance and mental health, the attendees addressed upskilling and career paths as retention tools. There was recognition that the employee should have the motivation to learn whatever the new skill is needed for an assignment – there should be some level of initiative to be aware of how a field is evolving and how to stay relevant. Leadership needs to be alert to these efforts and changes in the field. Non-traditional career pathways can be intertwined with the engineering field, bringing forth skills that aren't predefined for a position but are flexible enough to provide multiple paths to get into that role. Resource planning is needed to help prevent employee burnout.

Performance reviews can be helpful in identifying and developing skills needed to progress in the organization. The focus should be more forward-looking, and the manager should work with the employee to develop the skill sets needed. An example was given how a company moved away from performance reviews and instead created a quarterly staff career development program. The program was helpful in identifying the skills the employee needed and to help advance their careers. A promotion system was created as well. There was no tie to salary. The organization reported the program was positive in retaining talent.

## Retaining Talent Breakout Session Key Takeaways

- **Start by understanding and communicating your WHY**
  - Create a supportive work environment centered around a strong mission, with realistic expectations to enhance retention.
- **Employee Ownership and Transparency:**
  - Foster a culture of ownership and transparency to build trust and engagement.
- **Career Growth and Development:**
  - Establish clear pathways for advancement, focusing on both technical and soft skills to support holistic employee development.
- **Feedback and Participation:**
  - Implement mechanisms for micro-feedback and involve employees in strategic planning, ensuring their voices are heard and valued.
- **Leadership Effectiveness:**
  - Clearly define leadership roles, promote effective communication, and empower employees to see the impact of their work.

# 2025-2028 Strategic Plan & Initiatives

## MISSION:

To serve humanity by advancing the arts and sciences of heating, ventilation, air conditioning, refrigeration and their allied fields.

## VISION:

A healthy and sustainable built environment for all.



## STRATEGIC GOALS

1

Position ASHRAE as the **global leader** in advanced solutions to improve indoor environmental quality (IEQ) and address climate change.

2

Pursue **impact-focused engagement** by targeting stakeholders to support a strong workforce and maximize utilization, adherence, and trust of ASHRAE's global expert resources.

3

Increase the **accessibility** of ASHRAE content, resources, and member opportunities.

## OBJECTIVES

- a. Lead the development of widely adopted standards to support indoor environmental quality, decarbonization, and resilience.
- b. Develop alliances and diverse working groups that position ASHRAE to lead and collaborate globally in identifying challenges, defining solutions, and developing approaches to address them.
- c. Develop resources based on member needs and industry trends.

- a. Tailor and target engagement and resources to ASHRAE members and defined key stakeholders.
- b. Provide guidance to targeted stakeholders on impactful ways to maximize the positive downstream effect of their engagement on the built environment.
- c. Empower professionals in their journey to maximize industry impact in support of ASHRAE's mission and vision.
- d. Pursue partnerships to amplify the impact of ASHRAE's mission and support the HVAC&R and built environment workforce.

- a. Identify and address structural, content, and financial barriers to access.
- b. Align communication and delivery methods and formats to enhance accessibility and effectiveness of content, resources, and volunteer opportunities.
- c. Strengthen communication channels with and through chapters and regions to empower contribution to the Society as thought partners in adapting resources to local context and needs.

# Shaping Tommorow's Global Built Environment Today

## KEY ENABLERS

- **Research:** The value of ASHRAE's resources is grounded in unbiased data, developed through rigorous research methods.
- **AI:** The use of AI enables ASHRAE to improve data collection, automate internal operations, and promote agility.
- **Global Network:** ASHRAE's global network convenes the industry to generate unparalleled knowledge and content.

## STRATEGIC INITIATIVES



### Healthy, Sustainable and Resilient Communities

Providing a healthy, productive and resilient indoor environment, while minimizing greenhouse gas emissions, is critical to today's built environment. Further, global stakeholders' leveraging of ASHRAE's standards and technical resources presents an opportunity for ASHRAE to solidify global leadership in supporting healthy, sustainable and resilient communities. ASHRAE prioritizes timely identification of industry trends, expedient content development, and forges key partnerships to advocate and collaborate with industry.



### Empowered Workforce

The development of a skilled, competent, and solutions-oriented workforce is critical to addressing the challenges facing the built environment and the HVAC&R industry, today and in the future. ASHRAE continues to provide educational and professional development resources. Our members and industry partners need these tools to implement key initiatives such as decarbonization, resiliency, and indoor environmental quality goals and policies. ASHRAE, with the support of our chapters and regions, partners with key industry stakeholders in tackling the unique workforce challenges facing the industry globally.



### Organizational Agility

ASHRAE's ability to serve communities, the industry, the current and future workforce, and provide value to its volunteer members, is dependent on forward-looking products, services, and solutions. ASHRAE will use emerging technologies to support the development of resources and knowledge flow between ASHRAE's chapters, regions, technical bodies, and the industry, harnessing organizational and operational efficiencies.



### Emerging Technologies

In today's rapidly evolving landscape, emerging technologies are revolutionizing the built environment and HVAC&R industry, expanding numerous career opportunities. By combining technological advancements such as AI with human creativity, both seasoned professionals and new talent can collaborate to drive industry-wide progress. Advanced automation and AI-enabled systems propel energy efficiency and smart buildings, enhance comfort and IEQ, improve operations and maintenance, and deliver holistic and sustainable solutions for industry professionals. ASHRAE engages in a thoughtful process to evaluate and prioritize opportunities to leverage new technologies.

## OUTCOMES

- ASHRAE's member and volunteer base maximizes the organization's reach, foresight, leadership position, and organizational knowledge.
- A broad group of stakeholders leverage ASHRAE's resources to make decisions and meet objectives that positively affect the environment.
- A viable, thriving industry makes a positive global impact.