



AGENDA - ASHRAE MEETING - Houston
TC 2.3 - Gaseous Air Contaminants/Removal Equipment
TC Meeting

Tuesday (6/26/18), 1:00 pm - 3:30 pm
George Brown Convention Center – Room 372CF

- 1. Call to Order**
 - a. *ASHRAE Code of Ethics*
 - i. The ASHRAE Code of Ethics is to be adhered to by those doing ASHRAE business whether or not they are an ASHRAE member. The Code of Ethics can be reviewed at the below link.
 - ii. <https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics>
 - b. *Introduction of guests and members.*
 - c. *Determination of Quorum.*
 - i. *Voting Members for this meeting: Charlene Bayer, Paula Levasseur, Sanjeev Hingorani, Kathleen Owen, Peter Freeman(NQM), Scott Sherwood, Chris Muller, Marwa Zaatari, Nick Agopian, Daniel Haas, Marilyn Listvan, Ashish Mathur, Brian Krafthefer, Paolo Tronville, Kevin Kwong, Chang Seo Lee (NQM)*
 - a. *14 Voting Members 2 NQM*
 - b. *> ½ Voting Members Present (8)*
 - d. *Chair's Report*

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 - e. *Reporting from ASHRAE liaisons.*
- 2. Review and Approval of previous meeting minutes from Chicago.**
- 3. Summary of Votes between meetings:**
 - a. *WS1780 – Test Method to evaluate cross contamination of gaseous contaminants within total energy recovery wheels. 10 yes 3 No CNV*
- 4. Committee Votes needed**
 - a. *TRP-1579*
 - b. *TRP-1720*
 - c. *RTAR: Evaluation of HVAC Ventilation Effectiveness in reducing Semi-Volatile organic compounds (SVOC'S) in indoor spaces*



5. Review of Action Items from Last Meeting

#	Action Item	Owner	Meeting Initiated	Update at Last Meeting	Status
1	Collection of TC member bibliography papers for website posting	Marilyn Listvan	Atlanta	3 years LinkedIn page ASHRAE TC2.3 outreach. Still collecting bibliography for TC2.3 website. Please send to Marilyn. Work in progress. Update: Marilyn: did not get any info since last meeting.	Ongoing
2	Development of a course on gas phase filtration to be part of ASHRAE supported classes and sent to chapters. Send the TC 2.4 presentation as an example	Paula Levasseur /Brian Krafthefer	Atlanta	Brian to send presentation TC2.4 as an example. Update: Barney and Chris want to put a course on air cleaning (half or full day course) Paula and Brian will work on the presentation.	Open
3	Start an email discussion between TC 2.3, TC 2.4 TC 2.9 & SSPC 145 Regarding starting an MTG to see how to use/test devices	Ashish Mathur	Las Vegas	Include 62.1 & EHC along with TC2.9 Update	Open
6	Start Twitter account	Marwa Zaatari	Long Beach	Update: Marwa set it up we need to review how and what to tweet	Open
7	Abstract for ASHRAE 125th anniversary: 2019-2020	Brian Gemma Barney?			Open

6. Subcommittee Reports

- a. *Handbook - Subcommittee Chair -- Brian Krafthefer*
- b. *Membership - Subcommittee Chair -- Matt Middlebrooks*
- c. *Planning - Subcommittee Chair -- Sanjeev Hingorani*
- d. *Professional Development Coordinator -- Barney Burroughs*
- e. *Program - Subcommittee Chair -- KJ Choi*



f. Professional Development Coordinator – Barney Burroughs

g. Publications - Subcommittee Chair -- Marilyn Listvan

h. Research - Subcommittee Chair -- Kathleen Owen

i. Standards - Subcommittee Chair -- OPEN
Appoint new chair – PL to run this meeting

j. Website - Subcommittee Chair -- Paula Levasseur

k. SPC145 – Committee Chair – Matt Middlebrook

7. Report from TC liaisons

8. New Business

9. Agenda suggestions for the Winter Meeting in Atlanta

10. Adjournment