

## ASHRAE TC 2.3 Planning Subcommittee Meeting Minutes

Tuesday, 27-January, 2017, 6:30 – 8:00 am

Long Beach Convention Center Long Beach Room 202C

Call to order and introductions/sign in at 6:41

Attendees:

Brian Krafthefer	Kevin Kwong	Matt Middlebrooks
Sanjeev Hingorani	Daniel Mason	Ashish Mathur
Charlene Bayer	KJ Choi	Marilyn Listvan
Kathleen Owen		

### Review Action Items

- Marilyn Listvan and Matt Middlebrooks will conceptualize a slide presentation on TC2.3 activities for presentation to Chapters. – new slide template on ASHRAE –
- KJ Choi mentioned an ASHRAE TC2.3 seminar “back to basics” that he will try to reclaim for the group- he sent it to Brian K , he will resend to the group. Still needs to be sent to the group – still not received.
- The entire group was tasked with reviewing the plan and trying to come up with some new research ideas for Long Beach – this will be tasked to the Research Subcommittee; E cigarettes: Marijauana, EHC has discussed both.-Kathleen will link them together. 62.1 Wayne Thompson 2.9, 2.4 2.1 testing of combination GPC 35. 2.9 forum : remote meeting:
- Stand alone room cleaner that combine various technologies: Multiple RTARS
- Chang Seo and Ashish Mathur will talk with TC2.1 to see how TC2.3 can work with them in the area of odor and gas-phase filtration. They are open to it but there is a conflict with the meetings. They have not edited the chapter on odors. Make contact with chair. Ashish to follow up with TC 2.1. There research subcommittee has gone virtual – they gave very little notice. Charlene will notify us of Research.
- Marilyn Listvan to find out if Journal will accept white papers. Gemma thought that they would. Still awaiting this. – Gemma thinks it is ok. Paula Send Chang Seo papers to Charlene
- Matt Middlebrooks volunteered to start an outline for how to choose a filter what information do you need. This would be a tool for the end user. A rough draft is attached for all to review. This may also be used for the handbook so input is welcome. Send email for input.
- The research roadmap was updated with active projects. Brian Krafthefer volunteered to update the power point presentation he had put together. Powerpoint is not completed but I have updated and attached the Research Chart .

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Revisit – How do we publicize TC 2.3

We need more presentations on the website for reference. Anyone who had previously presented at ASHRAE can send their presentation in for placement on the site. No Emails can be on them and we need written approval from the author to post. Both Chang-Seo and Kathleen sent presentations. 1 is ready to be uploaded the others had emails and those must be removed in order to post.

The discussion of a twitter account and/or a Facebook page was discussed. This would help bring 2.3 into the public arena with social media. This needs to be revisited. Paula will ask Sanjeev to send a questionnaire out to TC2.3 voting members to see if they feel this would be helpful – this was not completed – I will bring it up in the main meeting to see if we have a volunteer to start a twitter account.

Open discussion on having virtual meetings instead of meeting in person. Standards every other year. Handbook, cut to 1 hour:

Adjourn