

ASHRAE TC 2.3 Handbook Subcommittee Meeting Minutes
Monday, 24-June, 2019, 4:15 – 6:00 pm
Kansas City, MO 2212 KCCC

The meeting for chapter 11 of the Fundamentals Volume opened with a welcome and introduction of Attendees

Attendees:

Brian Krafthefer
Nick Agopian
Paula Levasseur
Peter Freeman
Jeffrey Roseberry
Caitlin Naske
Dan Haas

Victoria Binz
Sanjeev Hingran
Larry Sunshine
Michael Sherber
Marilyn Listvan
Gemma Kerr
Kevin Kwong

Actions from meeting.

- The chapter was divided up for work on the various sections.
 - Brian will add a section on acronyms.
 - Gemma volunteered to do the terminology section and Nick is to help.
 - Nick & Caitlin are to look into contaminants released by cannabis and e-cig and draft a part of the chapter.
 - Paula, Sanjeev, Caitlin, Dan, Nick & Brian to look into outdoor contaminants on the basis of Climate or Zone and adding fire smoke, volcanic emissions, and sand storms to the chapter.
 - Brian to find out from Heather (ASHRAE) what we need to do to get permission from authors for using their tables & figures and if she has contact information for them. Nick is to follow up with all authors to get permission to include their tables & figures in the chapter. Paula to ask Jim Rosenthal for guidance.
 - Sanjeev to contact Charlene Bayer & Jensen Zhang to review the section on Semi-volatile Organic compounds.
 - Brian to review all of the particulate section. Nick & Dan to provide assistance.
 - Nick and Dominic to provide input on proposition 65.
 - Brian & Caitlin to review the outdoor Air Contaminants by Source section.
 - Pete to update the Industrial Air Contaminants section.
 - Paula, Gemma, Caitlin & Sanjeev to review Indoor air contaminants section.
 - Gemma to look at Brandon's Purdue Univ. (RP-1734) work and see if we can input his findings into chapter.
 - Brian to review section on Flammable gases & vapors.
 - Brian to find out about Figure 4 update and will check with Brandon on possible figures to use.

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- Pete to review section on combustible dusts.
 - Brian & Marilyn to update section on radioactive air contaminates.
 - Marilyn to update the section on soil gases.
 - Marilyn, Sanjeev, Victoria, Brian & Jeff to update the old references.
 - Mike will review the index and keywords section.
 - Brian will send the latest revision of the chapter to all by first week in July.
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- Brian will set up a teleconference for the first week of September.

Meeting was adjourned.

DRAFT