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**TC/TG/MTG/TRG MINUTES COVER SHEET**

(Minutes of all Meetings are to be distributed to all persons listed below within 60 days following the meeting.)

TC/TG/MTG/TRG No. TC 7.7 DATE January 14, 2019

TC/TG/MTG/TRG TITLE TESTING AND BALANCING

DATE OF MEETING January 14, 2019 LOCATION: Pine Room, Omni

MEMBERS PRESENT	YEAR APPTD	MEMBERS ABSENT	YEAR APPTD	EX-OFFICIO MEMBERS AND ADDITIONAL ATTENDANCE
Tom Cappelin	2015	Mark Hegberg	2017	Justin Garner
Byron Hagan	2016	Richard Rose	2016	Frank Spevak
John Hamilton	2015			Gerald Kettler
Robert Moss	2017			Gus Faris
Donald Prather	2015			Jason Hauska
Tom Schlachter	2017			Michael Langton
				Shilei Ma
				Gaylon Richardson
				Larry Felker
				Goran Djordjevic
				Welsey Roberts
				Tiffany Suite
				Jeffrey Schools
				William Clayton
				Bruce Jacobs
				Steve Burns
				Yusuf Bhetasiwala
				Darryl DeAngelis

**DISTRIBUTION: All Members of TC/TG/MTG/TRG plus the following:**

TAC Section Head	Craig Messmer	<a href="mailto:craig@unicosystem.com">craig@unicosystem.com</a>
TAC Chair	Thomas Justice	<a href="mailto:justfilter@yahoo.com">justfilter@yahoo.com</a>
ALI / PDC Liaison	James W Bochat	<a href="mailto:jim.bochat@exconcepts.com">jim.bochat@exconcepts.com</a>
Chapter Tech Transfer Chair	David Ballard	<a href="mailto:daballard21@gmail.com">daballard21@gmail.com</a>
2019 HVAC Applications	Bryan Becker	<a href="mailto:beckerb@umkc.edu">beckerb@umkc.edu</a>
Research Liaison	Bill Murphy	
Standard Liaison	Rick Heiden	<a href="mailto:rheiden@trane.com">rheiden@trane.com</a>
Manager of Standards	Stephanie Reiniche	<a href="mailto:sreinichie@ashrae.org">sreinichie@ashrae.org</a>
Staff Liaison	Mike Vaughn	<a href="mailto:MORTS@ashrae.net">MORTS@ashrae.net</a>

Note: These draft minutes have not been approved and not the official, approved record until approved by the TC.

**MINUTES  
TC 7.7 TESTING AND BALANCING  
ANNUAL CONFERENCE  
MONDAY – January 14, 2019 (2:15 – 4:15 pm)**

**1. CALL TO ORDER**

Chairman Prather asked all guests to provide contact information on one of the sign-in sheet that was being passed around.

- Attendance: 6 of 9 voting members present – quorum is present
- Chairman reviewed the ASHRAE Code of Ethics

**2. INTRODUCTIONS**

Chairman Prather asked those attending to introduce themselves and identify the organization or company they represent.

**3. APPROVE MINUTES FROM LAST MEETING**

Minutes from the Chicago meeting were passed out. After a brief discussion, a motion to accept the minutes as presented was made by Mr. Schlachter and seconded by Mr. Moss. The motion was passed by committee consensus.

**4. RECOGNIZE LIAISONS**

Bill Murray, New Research Liaison introduced himself and offered to assist in RACs and RTARs

Craig Messmer, TAC Section Head, described the new direction for TCs and requested response to the TC consolidation structure within 30 days. All Committee/corresponding members should send their comments to TC 7.7 Chairman, Don Prather, at [Donald.prather@ACCA.org](mailto:Donald.prather@ACCA.org)  
See attached 'Reorganization Feedback Form'

**5. DISCUSS ISSUES FROM TC BREAKFAST**

Chairman Prather briefly covered the information provided at the TC Chairman's breakfast, (See attached handout).

## 6. SUBCOMITTEE REPORTS

### A. Handbook - Mark Hegberg

No update.

### B. Program - Tom Schlachter

- See attached Program Sub-Committee Report Handout

### C. Membership – Donald Prather

Chairman Prather reported current voting members are:

Thomas Cappelin, Byron Hagan, John Hamilton, Mark Hegberg, Robert Kelleher, Donald Prather (chair), Robert Moss (secretary), Richard Rose, and Thomas Schlachter (vice-Chair).

There are 4 voting members rolling off and there are 4 new voting members coming on at the next meeting.

### D. Research - Frank Spevak

- TC 7.7 is currently cosponsor, along with TC 5.3 of RP-1741, “Understanding Fan Coil Components and How They Relate to Energy Consumption and Energy Modeling”
- Mr. Tom Schlachter gave an update on Progress on RP-1741. Noted testing will likely take 6 more months.
- Mr. Faris suggested using special pubs to advocate research
- See attached Program Sub-Committee Report Handout
- Summary:
- 7 RTARs reviewed – 6 accepted with comments, 1 rejected
- 5 WS reviewed – 2 conditionally accepted, 3 returned to TC
- Reviewed 2 funded extension requests
- Reviewed contractor selection for one project
- Innovative Research Grants – reviewed pre-proposals and will be asking 4-5 to provide full proposals
- Homer Addams award nominations for a graduate student performing ASHRAE research are due
- Recipient of Service to ASHRAE Award is Jensen Zhang for work in TCs 2.3, 4.3 and 4.10

### E. Journal - Justin Garner

- Mr. Richardson suggested articles and seminars on the precision and accuracy of monometers and thermometers, sighting the misunderstanding and misuse of these instruments in the field.
- Mr. Garner made a similar case pic-valves.

### F. Standards

#### STD 111 - Gaylon Richardson

STD 111 expected to go to publication after this ASHRAE meeting

#### GPC 11 - Tom Schlachter

GPC 11 completed and published.

**G. Education – Mark Hegberg**  
No update

**H. Web Master – Don Prather**  
Mr. Prather reported that the web is up to date.

## **7. LIASON REPORTS FROM OTHER TC'S OR ORGANIZATIONS**

### **TC 1.2 Instruments & Measurements - Frank Spevak**

- Mr. Spevak noted that the entire series of Standards 41.x series has been updated at this time. The most recent update was Standard 41.2.

### **TC 1.4 Control Theory & Application -Mark Hegberg**

- No update

### **TC 5.2 Duct Design – Gus Faris**

- Standard 215-2018 -- Method of Test to Determine Leakage of Operating HVAC Air Distribution Systems (ANSI Approved) is published.

### **TC 5.3 Room Air Distribution - Byron Hagan & Gus Farr**

- Addition of Air Curtains has been approved

### **TC 5.6 Control of Fire & Smoke - Gerald Kettler**

- Nothing new to report

### **TC 6.1 Hydronic & Steam Heating Equipment & Systems – Mark Hegberg**

- No Update

### **TC 7.9 Building Commissioning- Justin Garner**

- SPCC 300 'Commissioning Process of Buildings and Systems' will now cover commissioning of existing buildings.

### **TC 9.10 Laboratory Systems – Gaylon Richardson**

- Added testing for cross flow
- Presentations on modeling

### **AABC – Gaylon Richardson**

- Nothing to report

### **NEBB – Jeff Schools**

- Annual meeting next April
- TAB committee rewriting training program

**NBC- Steve Burns**

- Annual conference April 4-6 , 2019
- NBC is expanding it's options for class room training for recertification.
- NBC will be releasing it's updated procedural standards in 2019.
- NBC is updated / rewriting its course material for TAB Supervisor.

**SMACNA – No liaison**

**ACCA – Don Prather**

- New ACCA CEO, Barton James

**TABB – John Hamilton**

- Now has 22 certified TABB labs
- Several new ANSI certified TABB standards

**8. OLD BUISNESS**

- No old Business was discussed.

**9. NEW BUISNESS**

- Larry Felker asked if Smoke Damper testing falls under TC 7.7 and asked for assistance in promoting this testing

**10. ADJOURN**

Motion to adjourn was made @ 4:15pm by Mr. Richardson, second by Mr. Moss and accepted by committee consensus.

**NEXT MEETING:**

**Kansas City, MO**

**Monday, June 24, 2019**

**2:15 – 4:15 pm**