1. **Welcome**: Introductions

2. **Roll Call**
   
   a. Review of Membership and Leadership Positions (Secretary, Subcommittees, Subcommittee Chairs, Voting Members)

3. **Approval of Minutes from 2020 Annual Conference in Atlanta (Basecamp)**

4. **Review Action Items from 2019 Winter Conference in Atlanta (open action items in table below)**

<table>
<thead>
<tr>
<th>Responsible Member</th>
<th>Description</th>
<th>Due Date</th>
<th>Completion Date</th>
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<tbody>
<tr>
<td>Lindsey King</td>
<td>Reserve Orlando room locations</td>
<td></td>
<td>Completed</td>
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| Mike Galler or someone else? | 2 website action items:  
   1. Post section announcements on web site from subcommittee reports  
   2. Find previous minutes to update new website | Continuing | 1 month after mtg. |
5. **Subcommittee Reports:**
   
a. Emerging Applications: Anthony Fontanini  
b. Programs: Mike Galler  
c. Research: Todd Gottshall  
d. Handbook: Krishnan Gowri  
e. Standards: Steven Rosen  
f. Cybersecurity: Mike Galler

6. **YEA update:** Dave Branson or Lindsey King

7. **Chair’s Report:**

8. **Liaison Reports**

9. **Old Business**

10. **New Business**
   
a. ASHRAE Journal article for the 125th anniversary  
b. Discuss update to TC 1.5 Title-Purpose-Scope (TPS). **It was rejected by TAC in May 2019.** During the 2019 Winter Meeting, we voted to rename TC 1.5 to “Emerging Technology Applications”. We also voted on the following updated scope:

   “TC 1.5 is concerned with determination of emerging technology and digital applications to the design and optimization of refrigeration, heating, and air-conditioning systems, equipment and components thereof; and with programs for all such uses.”

   We need to revisit this.

   Regarding the title, RAC suggested this: Some suggestions came up using the word “Computer” back in the title somehow, or use “IT” applications, etc.

   Regarding the scope: The scope is also becoming short and needs some revisions. The current scope says “computer applications” and you proposed “software applications” instead. Is that really correct? It seems using computer applications is more appropriate because it covers everything related to computer, including software, drone systems, etc.

   c. Dinner Plans

11. **Next Meeting Times:** ASHRAE Annual Conference, June 29, 2020 – Austin, TX

12. **Adjournment**