Meeting called to order by Galler

Introduction: Voting members: Galler, Zhou, Rosen, Billedeaux, Bourassa present (5/8 quorum reached)

Attendee list: Xiaohui Zhou, Walter Grondzik, Norm Bourassa, David Griffin, Stephen Roth, Raj Setty, Rob Hitchcock, David Bornside, Art Giesler, RLI, Steve Rosen, Mike Galler, Dave Branson, Ron Nelson, Bruce Billedeaux, Mike Pouchak, Tim Dwyer

Review of meeting agenda: No change.

Approval of Montreal minutes: Billedeaux propose. Steve Rosen second. All present voting members vote “yes”. Meeting minutes passed.

Action items:
- Reserve room locations: Galler: done.
- Chair write letter to TAC: Pouchak: done.

Dave Branson: Problem with room assignment for project 1468 – different locations at the same time.

Dave made a motion: Chair to write a letter to Judy Marshall making her aware of the situation and put in place a mechanism to prevent it happens again.


Zhou: move, Bourassa second: 5-0, chair voting.

New research RTAR: Steve Roth leading, title tbd. April 14th deadline.

New research RTAR: Mike Pouchak “HVAC System Performance and Thermal Comfort Control using Work & Data Exchange Processes” – reduce scope of work based on previous comments. Will finish RTAR and advance to the next stage in 6-months. Pouchak to send rough draft to Art Giesler, Billedeaux will help on the RTAR.

Rob Hitchcock: TC 7.3 O&M research project use cases?

Art Giesler: Research backlog gone. Encourage RTAR and Work Statement, but many existing RTAR and WS are returned with comments. Existing 5 or 6 URPs – need to follow ASHRAE guideline on URPs. 4 to 5 criteria to prioritize the WS that have been approved.

Steve Rosen: 2015 handbook will be reviewed in San Antonio meeting. How many people use online version of handbook or handbook+ online? Members think it is needed to update incrementally for the online versions.

Billedeaux: More interaction on review process? Has been ~250 subscribers. New subscribers get one year free. Online version and online+ version are different.


Rosen: Meeting on the BIM MTG is cancelled.

Emerging applications: Bourassa: Zhou finished updating the subcommittee scope of work and updated the website. Comments welcome though. Two authors were not present on RTARs that need to be modified.

New business:

- Network security issue from news articles on SCADA systems. Idea on topic as future programs - network based hardware security (controllers crash by pinging too frequently) what are the current security standards? What are the threats? What are the solutions? Examples of control security issues are discussed.
**Web services API for ASHRAE**: methodology for how ASHRAE is delivering content in the digital world. Handbook may be an example. May be a big revenue source for ASHRAE. Market research? JFK idea:

**Applications for Field Work**: Kennedy proposed.

**Use Ping-Pong ball and some kind of GPS to track airflow?** Grondzak proposed.

**Program**: Seminar 41 TC 4.1 – 3:15-4:45 tomorrow *load on the move – mobile apps*

San Antonio: 2/13 deadline for programs. 3/16: notification. 5/4: Presentations upload.

2. Charlie Culp: Emerging BIM Apps Outside Standard AE practice” - San Antonio or future?
3. John Crosby: “Why Can’t We All Get Along?”
5. iPhone app on Nest.com a potential speaker from APPLE for future seminars.
6. Ecofactor innovated thermostat.
7. Optimize HVAC – drop the seminar.
8. What they are doing now? Who is doing what?

Roth: Will write a Technical Journal article about GPC 20.


**T&P**: Branson- Had a successful meeting.


**GPC 20**: Members are writing article for ASHRAE Journal, seminar, RTAR for developing five use cases for demonstrating GPC 20.

**Dinner plans**: Giordano’s.

**Announcements**:

- Re-branding of ASHRAE. Action: website update on ASHRAE logo.
- TC9.9 Donald Lee receives High Tower Award.
- Sunday afternoon mixer with YEA.
- Everybody check their information on website.
- TC member cannot speak before outside group unless TC members vote. Discuss with this topic.
- Welcome new members.
- CEC propose technical program changes.

**Meeting Adjourned** at 9:00