

**ASHRAE Technical Committee 4.3: Ventilation Requirements & Infiltration  
2003 ANNUAL MEETING AGENDA**

Monday, June 30, 2003, 4:15-6:30 pm  
Kansas City Westin Crown Center, Washington 3

**1. Self Introductions**

Craig Wray, TC 4.3 Chair, called the meeting to order at 4:18 p.m.

The following were in attendance:

<b>First</b>	<b>Last</b>	<b>Affiliation</b>	<b>Email</b>
<b>Voting Members</b>			
Alex	Boome	Alexander Boome Consulting Engineering Ltd.	<a href="mailto:aboome@abceltd.com">aboome@abceltd.com</a>
Steve	Emmerich	NIST	<a href="mailto:steven.emmerich@nist.gov">steven.emmerich@nist.gov</a>
Joseph	Lstiburek	Building Science Corp	<a href="mailto:joe@building-science.com">joe@building-science.com</a>
Art	McIvor	CRS Ind. Inc.	<a href="mailto:artmcivor2@aol.com">artmcivor2@aol.com</a>
Jim	Reardon	National Research Council Canada	<a href="mailto:James.Reardon@nrc.gc.ca">James.Reardon@nrc.gc.ca</a>
Brian	Rock	University of Kansas	<a href="mailto:hvacman@ku.edu">hvacman@ku.edu</a>
Steve	Taylor	Taylor Engineering	<a href="mailto:staylor@taylor-engineering.com">staylor@taylor-engineering.com</a>
Theresa	Weston	DuPont	<a href="mailto:theresa.a.weston@usa.dupont.com">theresa.a.weston@usa.dupont.com</a>
Craig	Wray	LBNL	<a href="mailto:CPWray@lbl.gov">CPWray@lbl.gov</a>
Jensen	Zhang	Syracuse University	<a href="mailto:JSZhang@syr.edu">JSZhang@syr.edu</a>
<b>Corresponding Member</b>			
John	Carter	CPP	<a href="mailto:jcarter@CPPWIND.com">jcarter@CPPWIND.com</a>
Yan	Chen	Purdue University	<a href="mailto:yanchen@ecn.purdue.edu">yanchen@ecn.purdue.edu</a>
Dianne	Griffiths	Steven Winter Associates	<a href="mailto:dgrif@swinter.com">dgrif@swinter.com</a>
Mario	Medina	University of Kansas	<a href="mailto:mmedina@ku.edu">mmedina@ku.edu</a>
Mark	Modera	Carrier-Aeroseal	<a href="mailto:mark.modera@aeroseal.com">mark.modera@aeroseal.com</a>
Paul	Pinkston	Tek-Air	<a href="mailto:p.pinkston@tek-air.com">p.pinkston@tek-air.com</a>
Max	Sherman	LBNL	<a href="mailto:MHSherman@lbl.gov">MHSherman@lbl.gov</a>
Iain	Walker	LBNL	<a href="mailto:iswalker@lbl.gov">iswalker@lbl.gov</a>
<b>Others</b>			
George	Carscallen	ASHRAE Hdbk Liaison 2005 Fund	<a href="mailto:gfcars@gwal.com">gfcars@gwal.com</a>
Jan	Kosny	ORNL	<a href="mailto:kyo@ornl.gov">kyo@ornl.gov</a>
Louis	Lazure	IRSST	<a href="mailto:lazure.louis@irsst.qc.ca">lazure.louis@irsst.qc.ca</a>
Bill	Murphy	University of Kentucky	<a href="mailto:wmurphy@engr.uky.edu">wmurphy@engr.uky.edu</a>
John	Olert	ASHRAE Special Publications	<a href="mailto:olerteng@comcast.net">olerteng@comcast.net</a>
Anil	Parekh	Natural Resources Canada	<a href="mailto:aparekh@nrcan.gc.ca">aparekh@nrcan.gc.ca</a>
Andy	Persily	NIST	<a href="mailto:andyp@nist.gov">andyp@nist.gov</a>
Larry	Schoen	Schoen Eng.	<a href="mailto:Larry@SchoenEngineering.com">Larry@SchoenEngineering.com</a>
Elia	Sterling	Theodor Sterling Associates	<a href="mailto:elia@sterlingiaq.com">elia@sterlingiaq.com</a>
Kim	Thompson	RWDI	<a href="mailto:kt@rwdi.com">kt@rwdi.com</a>
Cory	Weiss	Effikal Int'l	<a href="mailto:coryw@effikal.com">coryw@effikal.com</a>

**2. Attendance & Quorum Check**

Voting members for this meeting: Boome, Emmerich, Lstiburek, McIvor, ~~Petersen~~, ~~Rateliff~~, Reardon, Rock, Taylor, Weston, Wray, Zhang, ~~Feustel~~ (IM), ~~Olesen~~ (IM) (not present)

10 Voting Members were present; quorum was established.

### 3. Approval of Chicago Meeting Minutes (posted on TC web pages)

Minutes from the last meeting were distributed and reviewed.

The minutes were approved: 8-0-0 (Rock and Zhang not present for vote)

### 4. Announcements & Liaisons

- Society liaisons (TAC, RAC, Handbook, etc.)
  - Handbook.
    - George Carscallen attended Handbook subcommittee meeting and main meeting. He reminded us to follow the Handbook reviser's guide when editing the Handbook chapters. Submission date to ASHRAE HQ is March 15, 2004 for the 2005 Fundamentals' chapters. He would like progress report.
    - Handbook revisions: Bill Murphy suggested we develop ideas for long-term approach to revise chapters accentuating designer perspective for 2009 Handbook. Wray suggested research project or forum to develop road map. (See program below.)
- Section 4 Meeting Announcements
  - TC chair's breakfast:
    - Handbook guide available soon. Roadmap for Handbook (committee led by Mark Hegberg) not yet articulated.
    - TC Chairs and Vice-Chairs must go to TC chairs training. Subjects will vary.
    - ETS guide must be approved by this TC. PMS reviewed outline and will meet Tuesday July 1 with author (Rock).
    - Position document on mold being developed. TG 9 Mold and Moisture in Buildings is now a TC and may become cognizant for the position paper; TC 4.3 is already a cognizant TC. Lew Harriman developed TPS, not yet approved. Walker and Wray critiqued – not enough on health. Lstiburek is on Ron Bailey's TC 1.12 and will report to TC on their activities. Lstiburek will be TC's liaison to white paper committee.
- ASHRAE Learning Institute (*Boome*)
  - Boome: ALI would like 30 or more short courses per year. Existing ones are old; they are actively looking for ideas. Wray asked if ALI would find out what ASHRAE members would like from this TC. Boome to take that request back to ALI.
  - Peterson submitted short course (Evaluating and Designing Exhaust Systems to Avoid Fume Reentry and Adverse Health Effects) to CDC. Approval pending.
- EHC: Environmental Health Committee (*Cardenal*)
  - Cardenal not present
- ARTI: Air-Conditioning & Refrigeration Technology Institute (*Emmerich*)
  - Emmerich reported to Research Subcommittee. See Research Subcommittee Report.

## 5. Subcommittee Reports

- Research (*Reardon*): See Research Subcommittee Report
  - Research plan approved (Reardon): 8-0-0 CNV
  - No cost extension to 9/1/2003 approved for 1169-RP to revise report (Reardon/McIvor): 8-0-0 CNV.
  - Zhang: No progress on hot humid climate issues. Perhaps a forum should be held on specific needs. Murphy: Thailand chapter has been asked for ideas.
  - Bids received for “The Effect of Ganging on Pollutant Dispersion from Building Exhaust Stacks.” Reviewed by Chen and Ratcliff. (Kato did not receive package, no response from Wilson.) TC met in executive session, selected a bidder. Motion to recommend that contract be awarded to selected bidder (Boome/Weston). 7-0-0 CNV.
- Program (*Weston*):
  - Motion to post “How much outdoor air do you need and why?” on TC 4.3 website: 7-0-1 CNV.
  - Current and future program status:

Meeting	Program	Title	Chair	Rank	Due Date	Comments
June 2003 Kansas City	Forum	What's Needed in an ASHRAE ETS Design Guide	Brian Rock			
June 2003 Kansas City	Seminar	How much outdoor air do you need and why?	Larry Schoen			co-sponsor with 62
January 2004 Anaheim	Seminar	Exhaust and Intake Design Issues	Ron Petersen	1	8/8/2003	Did not make Kansas City Program. Co-sponsor with 5.6 / 9.10?
January 2004 Anaheim	Seminar	Residential Ventilation - How Much and Why: Control of Pollutants, Moisture, ...	Dianne Griffiths	2	8/8/2003	
January 2004 Anaheim	Forum	What Should be in the 62.2P Companion Guideline?	Steve Emmerich	3	8/8/2003	
January 2004 Anaheim	Forum	What is needed to make the Handbooks More Designer-Friendly?	Craig Wray	4	8/8/2003	Co-sponsors: TAC and Handbook
June 2004 Nashville	Seminar	What Should be in the 62.2P Companion Guideline?	Steve Emmerich		2/14/2004	Proposed
June 2004 Nashville	Seminar	Evaluation of CFD for modeling external and internal flows	Ron Petersen		2/14/2004	co-sponsor 9.10? / 5.6?

Meeting	Program	Title	Chair	Rank	Due Date	Comments
January 2005 Orlando	Symposium	Air Leakage performance for non-Residential Buildings	Anil Parekh		Draft: 9/26/03 final: 2/14/2004	Co-sponsor with 90.1
January 2005 Orlando	Symposium	Design for ETS. in Hospitality Facilities	Art McIvor / Elia Sterling		8/6/2004	
January 2005 Orlando	Forum	What's needed in the Ventilation and Infiltration Chapter ?	Iain Walker		8/6/2004	
June 2005 Denver	Symposium	Airflow Around Buildings	Glenn Schuyler		–	

- Handbook (*Carter*):
  - *Airflow around Buildings* (Peterson) and *Ventilation Requirements and Infiltration* (Walker) edits are complete for 2005 Fundamentals for January. Only minor edits expected to be made to these chapters.
  - *Building Air Intake & Exhaust Design* (Carter) will be edited for 2008 Applications volume to include more examples and electronic content like equation solvers.
- Standards (*Emmerich*):
 

TC 4.3 is the cognizant TC for:

  - 62-2001/SSPC 62.1, Ventilation for/and Acceptable Indoor Air Quality (in Commercial, Institutional, and High-Rise Residential Buildings)
    - Five addenda (62-g, h, n, x, ae) approved for publication by StdC. Will be voted on by the BoD Thursday.
    - Users' manual approved by oversight committee. Bid this summer.
    - Persily term as chair is now complete. Dave Butler is new chair.
  - SPC 62.2P, Ventilation and Acceptable IAQ in Low-Rise Residential Buildings
    - Approved for publication by StdC. Will be voted on by the BOD Thursday.
    - Will become an SSPC. Call for members going out this summer.
  - 119-1988 (RA94), Air Leakage Performance for Detached Single-Family Residential Buildings
    - Lstiburek did not submit slate to SPLS. Next submission deadline for Tech weekend approval is in September.
  - 136-1993 (RA01), Method of Determining Air Change Rates in Detached Dwellings
    - May be combined with 119.
  - SPC 161P (CoC, TC 9.3 is Lead), Air Quality Within Commercial Aircraft
    - Still battling over ventilation rates.

Others of interest:

- 129-2002 (TC 5.3), Measuring Air Change Effectiveness
- SPC 152P (TC 6.3), MOT ... Residential Thermal Distribution Systems
  - Vote for publication at this meeting by letter ballot required.
  - To be on agenda for StdC and BoD in January 2004.
- SPC 171
  - Chapters in draft
  - Earliest estimate for 1<sup>st</sup> public review is in January
- 90.1
  - Possible air tightness requirements for commercial buildings. Emmerich will be working on it with SSPC 90.1.

#### ETS Design Guide

- Forum held at this meeting
- Completion scheduled before January meeting
- TC will have approval authority before publication
- Honors (*Cardenal*):
  - Not present.

### **6. Old Business**

- Technical Bulletins/FAQs (*McIvor*)
  - Corrected FAQs have been passed on to TAC. Not yet posted.
  - McIvor to email FAQs to Reardon for distribution

### **7. New Business**

- 2003-2004 Roster Changes
  - Reardon – Chair
  - Taylor – Vice Chair/Secretary
  - Carter – Handbook Subcommittee Chair
  - Cardenal – Honors Subcommittee Chair
  - Emmerich – Standards Subcommittee Chair
  - Rock – Webmaster
  - Walker – Research Subcommittee Chair
  - Weston – Program Subcommittee Chair
  - Rolling On as Voting Member: Carter, Medina, Modera, Walker
  - Rolling On as International Member: Liddament
  - Rolling Off to Corresponding Member: Feustel, Peterson, Ratcliff, Rock, Taylor, Weston, Wray

- New Corresponding Members: Musser, Wilcox
- TAC revisions
  - Motion: Move TC 4.3 to Section 5.0 (Ventilation and Air Distribution) to become TC 5.12 (Taylor/Rock). 7-0-1 CNV.
- Committee reorganization
  - Communication subcommittee suggested. Perhaps Program becomes Communications. Issue to be considered for next meeting.

**8. Adjourned.** 6:45 PM

**9. Next meeting**

- Next meeting: January 26, 2004, ASHRAE Winter Meeting, Marriott Hotel, Anaheim, California