



Shaping Tomorrow's
Built Environment Today

1791 Tullie Circle, NE · Atlanta, Georgia 30329-2305 · Phone: 404.636.8400 · Fax: 404.321.5478 · www.ashrae.org

Agenda

ASHRAE 2019 Semi-Annual Conference
Kansas City, Mo.

TC 1.6 Terminology

Monday June 24, 2019 8-11 AM

ASHRAE TC 1.6 Main Meeting

1. **Call to Order**
2. **Welcome – Introductions of Guests**
3. **Roll Call**
4. **Ethics Review**
5. **Review of Agenda**
6. **Approval of Minutes from:**
 - a. Atlanta Jan 2019
7. **Chair's Report:**
 - a. *TC Breakfast Update (Brian Holcomb)*
 - b. How to join TC 1.6
 - c. Update on TC reorganization plans
8. **Vice-Chair's Report - Kyle**
9. **Secretary Report**
 - a. TC leaders, transition at this meeting, confirm roles for next year
10. **Subcommittee Reports:**
 - a. ASHRAE Working File and Terminology Online Update - Hallstrom
 - i. Energy Efficiency Definition, Current process discussion
 - b. Handbook – Bruce
 - c. Standards – Roger – Efforts to change Stds Development
 - d. Program - Future Meetings Plans
 - e. Web Page, BaseCamp 3 Sites (Main committee, working file and SME sites) – Rex Camit
 - f. Research – Jaap
 - g. Rational SI-IP Units Spreadsheet Project – Birol
11. **Liaison Reports**
 - a. MTG: ACH – Roger
 - b. Update on IIR input to harmonize with ASHRAE – Art
12. **Old Business**



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13. New Business

- a. ASHRAE request to write a Journal Article – Art

14. TC Leadership Change: Brian Holcomb. Chair

15. Next Meeting Times:

Feb 3, 2020 Orlando, Fla.

June 29, 2020 Austin, Texas

16. Adjourn



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Workshop 6 Houston Texas

I've finally listened to the Session from June about terms and definition authoring, and consolidated a list of attendee recommendations as I interpreted them.

From here we'll need to add any additional best practice points and wrangle about the ones that are here.

Consolidated recommendations:

1. Be aware of the existence of the ASHRAE working file resource.
2. Be aware of the existence of related Non-ASHRAE including international standards that do or may have the same term defined. This is critical when another body's work is referred to in the standard in any way.
3. Can this definition be consistent across standards generally? Broader terms are more likely to be candidates for harmonization.
4. Does this definition bear on a contract or governmental compliance requirement? If so, increase the scrutiny within and outside of ASHRAE for definitional conflicts
5. Use caution referring to other standards unless a definition changing over time is the point of the reference.
 - a. Example: Standard 170 referring to the FGI standard on definition of a Procedure room may have serious consequences on mechanical design requirements.
 - b. Example: Standard 90.1 reference to one or more registers of historic places is necessary unless ASHRAE wants to be in the business of deciding what it "historic."
6. Contact and collaborate with bodies that are writing related or similar standards, and attempt to work out the common definitions. This should be preferred over having a competing definition.
7. Consider whether the authoring body does not contain the expertise or regulatory authority to settle on a definition. This may call for a reference instead of an authored definition.
8. When using a non-ASHRAE definition, always check to see if a definition has a registered copyright. If so, engage the copyright holder about its use.
9. Significant digits is a case by case basis up to the authors, who should consider the impact of that decision in the process.
 - a. Example: Standard 90.1 may refer to 80% rather than 80.0% efficiency; without the additional digit, 79.5% may be or become contractually/legally acceptable.
10. Rational conversions: reach out to international members if possible.

[see general notes from the Q&A session, below my signature line]



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Ongoing efforts

Commissioning (Roger) Internal

2.3/2.4 filtration (Carolyn) Internal

IIR – ASHRAE refrigeration terms (Art, Van Baxter) External

Hospital Terms (Roger) Internal

There were a couple of comments related to the need for training, so there seems to be a demand for this best practices list, along with the need to reach all TCs with that best practice guide and awareness of the working file.

Art, have you been asked off the attendee list to send that file out a few times?

By the way, copied on this are people who I believe were in attendance so they can correct this and comment; if there are others to copy feel free.

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