

AGENDA

ASHRAE TC 7.3

Operation and Maintenance Management

Tuesday, January 23, 2018
1:00 pm to 3:30 pm Central Time
Palmer House, Floor 3, Room Salon 2
and Teleconference
Chicago, IL, USA

Committee Scope: Technical Committee 7.3 Operation and Maintenance Management is concerned with providing general guidance in the area of operation, maintenance and commissioning of air-conditioning, heating, ventilating and refrigeration systems.

Item	Topic	Facilitator	Allotted Time (Minutes)
1	Call to Order, Self-Introductions, and Commitment to the ASHRAE Code of Ethics <i>In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, integrity and respect for others, and we shall avoid all real or perceived conflicts of interests. (See full Code of Ethics: https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics.)</i>	John Constantinide	5
2	Voting Member Role Call	David Norvell	2
3	Approval of Chicago Agenda and Long Beach Meeting Minutes	John Constantinide	3
4	Announcements and Guest Presentations	John Constantinide	5
5	Reports (Key Points) 1. <u>Subcommittees</u> a. Research b. Handbook c. Education & Training d. Program e. Standards	Michael Bobker Sonya Pouncy Mina Agarabi Robyn Ellis Steven Sill	5 5 5 5 5

6	Old Business 1. Publication and Education Council, Functional Planning Subcommittee, MBO #2 (See Addendum A for details.)	John Constantinide	5
7	New Business 1. <u>Subcommittee Needs & Requests</u> a. Education & Training b. Handbook c. Program d. Standards e. Research 2. Closed Session Items and Votes	Mina Agarabi Sonya Pouncy Robyn Ellis Steven Sill Michael Bobker John Constantinide	5 5 5 5 5 5
8	Announcement of Next Meeting	John Constantinide	1
9	Adjournment		