



TC 7.3 Operations and Maintenance Management

Program Sub-Committee Meeting Minutes
Monday, January 14, 2018, Atlanta, Georgia
Program 3:15PM to 4:15PM M4, North Tower

Mina Agarabi, TC 7.3 Program Sub-Committee Chair

Attendees: Robyn Ellis, Steven Sill, Orvil Dillenbeck, Davidge Warfield, Mina Agarabi, Sonya Pouncy, Michael Brambley, Cedric Trueman

Minutes:

- 1. Introductions**
- 2. Approval of the Atlanta Agenda**—*Approved (moved by Mina, seconded by Robyn)*
- 3. Atlanta, January 2018: TC 7.3**

Sunday, January 13, 2018 8 a.m.

- *Workshop 1: Construction, Operation and Maintenance of High Performance Systems of Large Central Plants and Distribution Systems*
- *Track: Construction, Operation, and Maintenance of High Performance Systems*
- *Location: GWCC, Building A, A405*
- *Chair: Sonya Pouncy*

Monday, January 14, 2018 2:15pm

Seminar 39: How Revisions to ASHRAE Standard 180 will Help Improve Maintenance Services

- *Track: Construction, Operation, and Maintenance of High Performance Systems*
- *Location: GWCC, 3rd Floor, Building B, B313a*
- *Chair: Glenn Friedman, P.E*

Seminar 40: Update on Global Policies and Programs for Best Use of Refrigerants

Location: GWCC, 3rd Floor, Building B, B313b

Track: Refrigeration

Chair: Yunho Hwang, Ph.D.

Monday, January 14, 2018 8am

Seminar 44: How was that Supposed to Work Again? The Importance of Documented and Understandable Sequences of Operation throughout the Life Cycle of a High Performance Building

Location: GWCC, 4th Floor, Building A, A404

Track: Construction, Operation, and Maintenance of High Performance Systems

Chair: Mina Agarabi

4. Announcements

ASHRAE Announces Extended Abstract Option for 2019 Annual Conference Research Summit Track

[Extended abstract submissions are open here.](#)

For the first time, ASHRAE is making available to authors an extended abstract option for the 2019 Annual Conference Research Summit track only.

“Extended Abstracts accepted for the Research Summit could lead to publication in Science and Technology for the Built Environment, ASHRAE’s research journal,” said Carrie Anne Monplaisir, conference chair. “Authors may receive an invitation to submit a full-length paper for the journal.”

Accepted extended abstracts will be presented orally at the 2019 Annual Conference, published in ASHRAE Transactions and indexed in major search engines.

Extended Abstracts Fast Facts

- Available only for the Research Summit track presented at ASHRAE’s annual conferences beginning with 2019 conference

- Subject matter must be appropriate for the Research Summit track.
- Three pages in length (maximum length, including figures and references)
- Extended abstracts will undergo one round of single blind review with two reviewers.
- Extended abstracts will be due Feb. 8.
- Authors of accepted extended abstracts would bring their latest research for an oral presentation at the conference.

5. Upcoming 2018 conferences, tracks and due dates: Kansas City, MO (Summer 2019).

Please note Seminar submissions for Kansas City are due soon: February 8th 2019.

6. Program Planning and Idea Log -See *handout*. *Logs will be updated subsequently based on meeting discussion.*

7. New Program ideas (as well as returning program ideas)

Potential for Kansas City:

1. Robyn suggests OSHA, life safety- standard 15 has a seminar tomorrow try and meet the chair
2. Sonya- emergency operations of buildings- track 5
3. System and O&M manual- professional development or Cx track team up with Walter- Steve will help flesh out the idea.
 - Case studies on following ASHRAE guidelines and assembling manuals
 - Best practices
4. Orville- blurb on Guideline 32 and need another speaker to do a case study or owner perspective try for Track 3- Optimization of HVACR
5. Davide- suggests Match your staff to the operational requirements of the building Track: Optimization of HVAC&R
6. Orville-cheap bldg. but well maintained for high end but poorly maintained discuss- Forum
7. John C. is interested in a Seminar on BuildingEQ based on 60 submissions recently submitted in his Region.
8. John C. related W-2016-3 to edits to CH36 of the ASHRAE Applications Handbook regarding Energy & Water Use & Management.
9. Awareness of and training on ASHRAE standards such as Guideline 32, standard 180, etc. was discussed as it relates to both Program & Education.
10. For Orlando: Orville- seminar on benchmarking O&M practices in Track: High efficiency design and operation

8. Opportunities for Program through partnerships with other TC's

TC 1.4, 7.9, 1.7

9. New Business

10. Adjourn –*Approved*