



MINUTES

NOMINATING COMMITTEE MEETING

**PEACHTREE CORNERS, GA
November 8-9, 2024**

Note: These draft minutes have not been approved and are not the official record until approved by the Nominating Committee.

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November 8-9, 2024

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PRINCIPAL APPROVED MOTIONS

Nominating Committee Meeting

November 8-9, 2024

No. - Pg.	Motion
1 – 3	The report of the Process Improvement Subcommittee be accepted as presented.
2 – 3	The Nominating Committee recommends to the Board of Directors that the paragraph below from the Nominating Committee Manual of Procedures (8.2.2.2) be added to the Rules of the Board under 2.415.003.1 General Requirements. <i>Executive session protocols shall be considered enforced for any candidate consideration discussions between current nominating committee members during, or after, formal Nominating Committee meetings. Such discussions held at the discretion of the members shall be done in a confidential manner and not enjoin any other non-members in the discussion.</i>
3 – 4	The Process Improvement Subcommittee recommends to the Nominating Committee that ASHRAE Staff develop a method to produce and update a (document/web link) that has information for Society Committees. This information would include what the committee does and the potential time commitment required to serve on that committee.
4 – 4	That MOTION 3 be postponed until the Nominating Committee reconvenes on Saturday, November 9, 2024.
5 – 5	The open session minutes from the June 23, 2024, Nominating Committee meeting be approved.



MINUTES

NOMINATING COMMITTEE MEETING

November 8-9, 2024

MEMBERS PRESENT:

Farooq Mehboob, Chair
Ginger Scoggins, Vice Chair
Richard Vehlow, Region I Member
Chris Phelan, Region I Alternate
Isabelle Lavoie, Region II Member
Nicolas Lemire, Region II Alternate
Jim Grant, Region III Member
Roger Jones, Region III Alternate
Jimmy Leonida, Region IV Member
Charlie Curlin, Region IV Alternate
Stephen Ehrman, Region V Member
Bradley White, Region V Alternate
Mark Miller, Region VI Member
Daniel Chudecke, Region VI Alternate
Kay Thrasher, Region VII Member
Grant Page, Region VII Alternate
Chris Ahne, Region VIII Member
Bill Simpson, Region VIII Alternate
Jessica Renner, Region IX Member
Kevin Amende, Region IX Alternate
Marites Calad, Region X Member
Cynthia Moreno, Region X Alternate
Greg Fluter, Region XI Member
Louise McKenzie, Region XI Alternate
Timothy Theriault, Region XII Member
Javier Korenko, Region XII Alternate*
Tracy Pang, Region XIII Member
Jojo Castro, Region XIII Alternate

Bratislav Blagojevic, Region XIV Member
Marko Ignjatovic, Region XIV Alternate
Krishnan Viswanath, Region XV Member
Sandesh Bhure, Region XV Alternate
Abbas Sajid, RAL Member
Mohamed Alagraa, RAL Alternate
Costas Balaras, BOD-Elected Member
Robin Bryant, BOD-Elected Member
Chris Gray, BOD-Elected Member
Sheila Hayter, BOD-Elected Member*
Tom Lawrence, BOD-Elected Member
Dunstan Macauley, BOD-Elected Member
Adeeba Mehboob, BOD-Elected Member
Mick Schwedler, BOD-Elected Member
Pat Graef, BOD-Elected Alternate
Bill Klock, BOD-Elected Alternate
Jennifer Leach, BOD-Elected Alternate*
Karine Leblanc, BOD-Elected Alternate
Lee Millies, BOD-Elected Alternate
Bjarne Olesen, BOD-Elected Alternate
Steven Sill, BOD-Elected Alternate
Ashok Virmani, BOD-Elected Alternate*

*Virtual Attendee

STAFF PRESENT:

Candace Denton, Sr. Manager - Board Services
Chandrias Jolly, Manager - Board Services

CALL TO ORDER

The meeting was called to order at 1:00 pm on November 8, 2024.

VALUE STATEMENT

Mr. Mehboob read the value statement and advised that the full code of ethics, core values and diversity statements were available online.

Mr. Mehboob acknowledged the loss of Presidential Member Dick Hayter and the committee observed a moment of silence.

ROLL CALL/INTRODUCTIONS

Members introduced themselves; members and staff were in attendance as noted above.

CONFIDENTIALITY

Mr. Mehboob reminded the committee that executive session discussions are to remain in executive session; executive session discussions cannot be disclosed ever. He advised that a violation of executive session is a violation of the Society's ethics policy.

REVIEW OF MEETING AGENDA

Mr. Mehboob reviewed the meeting agenda. *Subcommittee Reports* were moved to be immediately after *Review of Action Items*. There were no other changes or additions.

REVIEW OF ACTION ITEMS

It was reported that both open action items were complete.

SUBCOMMITTEE REPORTS**PROCESS IMPROVEMENT**

Mr. Schwedler reported on behalf of the subcommittee. The full report was attached to the agenda.

He reported that the subcommittee discussed whether there should be changes to the procedures to allow discussions from one Nominating Committee to the next. He reported that after significant discussion, the subcommittee is not proposing any changes to how the Nominating Committee currently treats executive session.

It was asked how information from one executive session can be revisited if something were discussed that would disqualify a nominee in future years. Mr. Schwedler reported that this scenario was discussed. He reported that repeating information from a previous executive session (with no first hand knowledge) would be considered here say; and per the ROB, there would be no allowance for that discussion.

Mr. Schwedler was asked and he confirmed that discussion of a nominee's previous nomination are not allowed, per the rules.

Mr. Balaras expressed concern with the different levels of importance of what has been discussed. He suggested that it was the Nominating Committee's responsibility to bring information to the attention of subsequent Nominating Committees. He suggested that the matter should be seriously reconsidered.

Ms. Scoggins moved and Ms. Bryant seconded that

1. The report of the Process Improvement Subcommittee be accepted as presented.

There was discussion of the motion. A summary of that discussion is below:

Spoke in favor of the motion. Serve on the subcommittee and one of the comments from the group's discussions was that guidelines needn't be written in legalese or be overly restrictive.

Spoke against the motion. One of the most valuable things that members bring to the room is legacy knowledge and to not consider information that someone has is negligent. Suggested that executive sessions be viewed as a continuance.

It was stated that there is a definition of executive session in the ROB and if the same people are not in the room, that information cannot be discussed. If a nominee is in violation of the ASHRAE Code of Ethics, there is a process for that. Suggested that Nominating not change the definition of executive session.

Spoke in favor of the motion. Stated that if a member did not directly participate in an event it is hearsay. Expressed concern over the "telephone game" – don't believe it is fair to the candidate for a story to be retold by some who was not there.

Spoke against the motion. Suggested that there were differences in terms of importance. For important issues that have been discussed and were interpreted as important violations, it must be brought to the attention of the new body. Stated that this topic deserves proper consideration to safeguard against very important negative concerns or issues.

Spoke against the motion. Suggested that the larger issue was with offenses or events that are not part of an official record and the desire for the committee to still have knowledge of that event; this is understandable as there are events that are difficult to get entered into the record. Situations like that present a power disparity that is a longstanding problem; suggested that this could be an opportunity to speak for those who cannot speak for themselves.

Spoke in favor of the motion. Stated that there were valid points for and against.

MOTION 1 PASSED (17:6:2, CNV).

Mr. Schwedler moved that

2. The Nominating Committee recommends to the Board of Directors that the paragraph below from the Nominating Committee Manual of Procedures (8.2.2.2) be added to the Rules of the Board under 2.415.003.1 General Requirements.

Executive session protocols shall be considered enforced for any candidate consideration discussions between current nominating committee members during, or after, formal Nominating Committee meetings. Such discussions held at the discretion of the members

shall be done in a confidential manner and not enjoin any other non-members in the discussion.

Mr. Schwedler provided background on the motion. He reported that Nominating Committee members are allowed to have discussions outside of the room but that guidance is not included in the ROB.

He reported that as long as members are in a private place and only members or alternates of the Nominating Committee, who were present during executive session, are in attendance discussion of executive session items is allowed.

MOTION 2 PASSED (Unanimous Vote, CNV).

Mr. Schwedler moved that

3. The Process Improvement Subcommittee recommends to the Nominating Committee that ASHRAE Staff develop a method to produce and update a (document/web link) that has information for Society Committees. This information would include what the committee does and the potential time commitment required to serve on that committee.

Mr. Schwedler provided background on the motion. He reported that the intent behind the motion is for IT staff to develop an automated process to pull together current committee requirements and time commitments.

It was stated that there may be a disconnect as this information is currently available online. Mr. Schwedler responded that the consensus of the subcommittee was that it would assist members at the CRC if all of the information was in one place.

It was reported that the intent of the motion is that the compilation be done for regional and Society positions.

Mr. Mehboob stated that motions of this magnitude require a fiscal and staff impact.

It was moved and seconded that

4. MOTION 3 be postponed until the Nominating Committee reconvenes on Saturday, November 9, 2024.

MOTION 4 PASSED (Unanimous Vote, CNV).

Mr. Schwedler reported that the subcommittee was requesting that members email three ideas for how to effectively engage and educate Regional Delegates and Alternates to Mark Miller.

He reported that many Chapter Delegates and Alternates are relatively new to Society's nominating process and Regional Nominating Members and Alternates have different methods to inform and assist delegates/alternates with the CRC caucus process.

He stated that members are doing great work in different regions and that information doesn't always cross pollinate.

APPROVAL OF MINUTES

Mr. Viswanath moved and Ms. Scoggins seconded that

5. The open session minutes from the June 23, 2024, Nominating Committee meeting be approved.

MOTION 5 PASSED (Unanimous Vote, CNV).

EXECUTIVE SESSION

Executive session was called at 1:38 pm.

Open session reconvened at 11:52 am on November 9, 2024.

OLD BUSINESS**DISCUSSION OF POSTPONED MOTION**

Motion 3 was brought back to the floor.

Mr. Schwedler presented additional background, staff impact, and fiscal impact on the motion. The information was shown on the screen and is included in ATTACHMENT A.

MOTION 3 PASSED (Unanimous Vote, CNV).

Mr. Schwedler reported that there were several questions regarding the subcommittee's request to members and additional guidance would be sent soon from Mr. Miller.

ADJOURNMENT

The meeting adjourned without objection at 11:54 am on November 9, 2024.



Farooq Mehboob, Chair

ATTACHMENTS:

A. Process Improvement Subcommittee Revised Motion

Motion 2: Committee Document

Recommend to the Nominating Committee that ASHRAE Staff develop a method to produce and update a (document/web link) that has information for Society Committees. This information would include what the committee does and the potential time commitment required to serve on that committee.

Revised Background:

Regional Nominating is tasked with nominating potential committee members. The first question asked is ‘what committees are there, what do they do and how much time does it take?’. In the past, this document has been developed each year by each regional nominating member and requires going to each committee’s web page, downloading their committee description and compiling them into one document to send out. If this is done as a committee function instead of individual members, the process is streamlined, volunteer time is reduced in each of our sixteen regions, and better information is made available to potential committee members. Additionally, this document could be referenced when the email is provided to the general membership asking them to nominate themselves or others for positions.

The “ASHRAE Staff” in the motion is not meant to imply that Nominating Committee staff should perform this function. The goal of the motion is that an *automated* process be developed to annually generate these materials so that neither ASHRAE Nominating Committee staff nor other staff need to manually perform the task. A possible Committee to refer to is Communications.

Sample pdfs of these materials are attached.

Estimated cost (two to four weeks IIT time): \$5,000-\$10,000

Subcommittee Vote: 4-0-0 CNV