



**Global Technical Interaction Committee
Draft Meeting Minutes
Virtual**

Tuesday, 22 August 2023
8:00 AM – 11:00 AM EDT
12:00 PM – 3:00 PM UTC

Meeting Best Practices Reminders

- A. Please turn on your camera when you wish to speak during the meeting. Leave your camera on until called on.
- B. When not talking please turn your camera off.
- C. Please mute your line when not speaking.
- D. If you aren't able to turn on camera and wish to speak, please send a note in the chat.

ATTENDANCE

	<u>Voting Members</u>			<u>Voting Members Cont.</u>	
1	Oludare Soluade (Chair)	X	14	Jaap Hogeling (Consultant)	X
2	Ashish Rakheja (Vice Chair/Coordinating Officer)	X	15	Eleazar Rivera (Consultant)	X
3	Jon Rajala (U.S. TAG to ISO/TC 142 Chair)	X		<u>Non-Voting Members/Guests</u>	
4	Douglas Fick (Standards Committee Vice Chair)	X		Susanna Hanson (Ex-Officio)	X
5	Kevin Mercer (Technical Activities Committee Vice Chair)			Ryan Shanley (Staff Liaison)	X
6	Steven Bushby (U.S. TAG to ISO/TC 205 Chair)	X		Stephanie Reiniche (Staff Liaison)	
7	Drake Erbe (U.S. TAG to ISO/TC 163 Chair)	X			
8	Thiam Leong (T.L.) Chen	X			
9	Hassan Younes	X			
10	Fabio Clavijo	X			
11	Cheng Wee Leong	X			
12	Jyotrimay Mathur	X			
13	George Pantelidis	X			

1. Call to Order/Code of Ethics – The meeting was called to order at 8:01 AM EDT (12:01 PM UTC).

- A. Commitment to the ASHRAE Code of Ethics – *In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, 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>.)*
- B. [ASHRAE Core Values](#) - Please review prior to meeting.

2. Welcome

3. Review Of Agenda – The agenda was adopted as presented.

4. Committee Orientation (Review of ROB, MOP, Reference Manual)

A Basecamp site has been established for the standing committee; all members have been sent invitations to join the site. A toolkit prepared by ISI Task Group 3, “Outreach to Project Committees” has been posted on the GTIC Basecamp site for the committee’s reference and use. An MBO will be established to define how to measure an outside focus vs. inside focus for the committee.

A discussion was held on how to gather information on current issues at Chapter Regional Conferences (CRCs) and how the GTIC can benefit individual regions, including how to represent Region-At-Large (RAL) and use the technical resources of RAL to benefit the entirety of ASHRAE as a society. It can be difficult to get information from chapters on how ASHRAE technical resources can be tailored for increased adoption in their regions. It was suggested that ASHRAE building energy labeling might be very useful to share with chapters. Announcement of the establishment of the GTIC has been included in director’s updates given at CRCs; there has been interest in learning more about the purpose and activities of the committee.

It was reported that some technical committees (TCs) are establishing dedicated subcommittees with an international focus. It is desired to establish communications paths with project committees (PCs) to encourage and assist them in considering global issues as they develop and revise standards and guidelines. A mechanism is also needed to communicate with SPLS liaisons on topics relevant to their PCs.

Communications with chapters, TCs, and PCs should be a major focus of the GTIC for the current society year.

5. Establishment of Subcommittees and Membership Assignments

A mechanism is needed for recruitment of outside members to GTIC subcommittees. Task group members from the International Standards Interaction Task Force may be interested in serving on the corresponding subcommittees under GTIC. GTIC members were requested to review the draft ASHRAE Journal article prepared by the ISI Task Group 3, “Outreach to Project Committees” and provide comment.

- A. Region and Chapters Interactions Subcommittee – Cheng Wee Leong, Jyotirmay Mathur, Fabio Clavijo, T.L. Chen, Eleazar Rivera, Hassan Younes, Ashish Rakheja
- B. Technical Committees Interactions Subcommittee – Kevin Mercer (chair), Drake Erbe, Jon Rajala, Olu Soluade
- C. Project Committees Interactions Subcommittee – Doug Fick (chair), Steve Bushby, Drake Erbe, George Pantelidis

6. Preparation of MBOs

- A. Adoption of the Manual of Procedures (MOP) Reference Manual – It has been requested that committee members share comments on the draft Reference Manual, with the aim to adopt the Reference Manual during the 19 September meeting.
- B. Establishment of Communications Paths to TAC (Technical Activities Committee) and Standards Committee
- C. Establishment of GTIC Subcommittees (Selection of Chairs and Vice-Chairs) – Selection of chairs and vice chairs planned to be completed during 19 September meeting. The subcommittees will also be tasked with developing their own MBOs.

A question was raised about if the committee can suggest Presidential Award of Excellence (PAOE) points as an incentive to attract members. Dennis Knight as Society President-Elect will be consulted as to what preferred activities might be included.

GTIC members have been asked to present an issue in their area of focus with which GTIC can assist (e.g., a standard that can be modified or promoted, technical expertise needed, etc.)

7. Establishment of Meeting Schedule

- It was determined that the GTIC would hold monthly virtual meetings on the third Tuesday of the month from 8:00 AM to 11:00 AM Eastern Time, beginning Tuesday, 19 September 2023.
- A time for a hybrid meeting during the 2024 Winter Conference in Chicago will be set by the next virtual meeting (19 September 2023). A placeholder meeting time will be submitted to ensure that meeting room space will be available.

8. Adjournment – The meeting was adjourned at 10:01 AM EDT (2:01 PM UTC).