



Shaping Tomorrow's  
Built Environment Today

**MINUTES**

**GOVERNMENT AFFAIRS COMMITTEE**

**FRIDAY, MAY 17, 2024  
2:00 PM – 3:00 PM EDT  
~VIRTUAL / ONLINE~**

**Minutes approved June 21, 2024**

**Attendance**

**Members Present**

Robert Hoadley, Chair  
Sheila Hayter, Vice Chair  
Bassel Anbari  
Chris Phelan  
Tim Wentz  
Andy Persily  
Artorius Reyes  
Mike Genin  
RJ Hartman  
Beth Tomlinson  
Douglas Cage  
Tracey Jumper  
Geoffrey Jenks  
Ioan Dobosi  
Bryan Holcomb

**Members Absent**

Jason Alphonso  
Mike Wolf  
Will Fisher  
Weston Hockaday  
Louis Van Belle  
Peter Koneck-Wilwerding  
Eleazar Rivera  
Tim Theriault  
Albert Sin  
Sonya Pouncy  
Bill McQuade  
Ahmed Bolbol\*

**Guests**

None

**Staff**

Alice Yates  
Emily Porcari  
Jason Davidson  
Chris Miller

1. Call to Order, Welcome, and Roll Call - Rob Hoadley called the meeting to order at 2:02 p.m. EDT and welcomed the members. Attendance was taken (see above) and a quorum was present.
2. ASHRAE Value Statement – Hoadley read the value statement and referenced the hyperlinks.

**ASHRAE Value Statement**

*In 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 shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.*

**Code of Ethics** - <https://www.ashrae.org/about/governance/code-of-ethics>

**Core Values** - <https://www.ashrae.org/about/ashrae-s-core-values>

**Diversity Statement** - <https://www.ashrae.org/about/diversity-equity-and-inclusion-dei>

3. Review of Agenda – Hoadley reviewed the agenda; no changes were made.
4. PPSC Report - Beth Tomlinson reported that the GAC Policy and Programs Subcommittee approved the eleven (11) PPIBs listed below. All were approved unanimously, except Building Benchmarking and Resiliency in Built Environment, which had one abstention each. The rationale for those abstentions were, respectively, for deleting Building EQ and because the attendee had joined the meeting late.

- a. Proposed PPIBs for SY24-25 (see Basecamp) – Hoadley asked if the 11 PPIBs could be approved by unanimous consent. Yates asked on behalf of Eleazar Rivera (who was unable to attend) that Building Energy Benchmarking be removed from the group; Persily asked that ETS/ENDS be removed.

**MOTION:** To approve the PPIBs listed below. Motion made by Tomlinson.

- i. Building Decarbonization
- ii. Climate Change and the Built Environment
- iii. Consensus Standards - Expert Solutions to Meet Global Needs
- iv. Indoor Air Quality
- v. Refrigerants and Their Responsible Use
- vi. Resiliency in the Built Environment
- vii. STEM Education & Workforce
- viii. Indoor Carbon Dioxide
- ix. Wildfires and Indoor Environmental Health (**new**)

**MOTION PASSED:** Approved by Voice Vote (CNV). No objections.

**MOTION:** To approve the Building Energy Benchmarking PPIBs. Motion made by Tomlinson.

**MOTION TO AMEND:** To modify the Building Benchmarking PPIB to restore the language about Building EQ in the PPIB. Motion made by Tomlinson and Seconded by Doug Cage.

**AMENDMENT PASSED:** Approved by Voice Vote (CNV). No objections.

**MOTION:** To approve the Building Energy Benchmarking PPIBs as amended. Motion made by Hoadley.

**MOTION PASSED:** Approved by Voice Vote (CNV). No objections.

**MOTION:** To approve the Environmental Tobacco Smoke and Electronic Nicotine Delivery Systems (ETS/ENDS) PPIB. Motion made by Tomlinson.

**MOTION TO AMEND:** To modify the ETS/ENDS PPIB such that the last 3 bullets in the document read as shown below. Motion made by Persily and seconded by Tomlinson.

- That building design practitioners work with their clients to define their intent, where smoking and ENDS use is still permitted, for addressing exposure in their facilities and educate and inform their clients of the limits of engineering controls in regard to both ETS and ENDS.
- That multifamily buildings have complete bans on tobacco smoking and ENDS inside and nearby in order to protect nonsmoking adults and children.
- That further research be conducted by cognizant health authorities on the health effects of involuntary exposure in the indoor environment from smoking cannabis, and using hookahs and ENDS. Pending the outcome of that research, cannabis and hookah smoking should be managed the same as recommended herein for ETS and ENDS.

**AMENDMENT PASSED:** Approved by Voice Vote (CNV). No objections.

**MOTION:** To approve the ETS/ENDS PPIBs as amended. Motion made by Hoadley.

- b. SMEs for GOEs Pilot Program (see Attachments) – Tomlinson reviewed the detailed description of the program, along with the language for the application.

**MOTION:** To approve the details of the SMEs for GOEs Pilot Program. Motion made by Tomlinson. (Because the program was approved previously, we do not include any fiscal or staff impacts.)

**MOTION PASSED:** Approved by Voice Vote (CNV). No objections.

14. Other Business – Hoadley asked if there was any other business, and there was none.
15. Review of New Action Items added at this meeting – Hoadley stated that there are no new action items from this meeting.

16. Next Meetings – Hoadley reviewed the schedule of next meetings, and encouraged members to attend the training.

**GAC Training for Incoming SY24-25 Members** (and encouraging **all** GAC members to attend):

**Thursday, May 30**

**9:00 a.m. – 10:30 a.m. EDT**

**GAC Meeting at the Annual Conference**

**Friday, June 21**

**1:30 p.m. – 5:30 p.m. EDT**

**JW Marriott Indianapolis – Room White River B (1)**

17. Adjourn – Hoadley adjourned the meeting at 2:36 p.m. EDT.

*Minutes Respectfully Submitted by Alice Yates, Staff Liaison.*

## **ASHRAE SMEs for GOEs Program**

This program would identify and recruit Subject Matter Experts (SME) within ASHRAE who can communicate technical information effectively to government officials and policymakers. The program would establish a pool of SMEs with specific expertise who would be able to provide technical support and information for government briefings, legislative testimony, and/or responses to government requests for information. SMEs will be sources of technical support for local to global level government affairs work.

The objective of this program would be to have a vetted list of SMEs for government interaction so that responses to government officials could be provided in a timely manner, which can be especially important when legislation or regulations are moving quickly. This program would support ASHRAE's mission of advancing the sciences of HVAC&R to serve humanity and promote a sustainable world.

### Application Process for Selecting SMEs

A rolling application process will be established, with applicants evaluated on a quarterly basis.

- Criteria for selecting SMEs: Individuals selected for this program will:
  - Have a deep technical understanding of certain subject(s) related to HVACR and the built environment;
  - Have experience communicating technical information to government officials and/or the public;
  - Be able to communicate technical information in an easy-to-understand manner; and
  - Be willing to travel to attend government meetings.
- Process for Applying: Applicants will apply through an on-line portal to be housed on the ASHRAE Government Affairs website.
- Marketing and Communication: A marketing and communications plan will be developed to spread awareness about this program, including through Chapter Notes and communication with Tech Council and the entities that report to Tech Council (directly or indirectly). We will work to have GAC Leadership included on Tech agendas to share briefly about the program during conferences. We will encourage applicants from around the world. Having geographically proximate experts for government outreach will be encouraged to save on transportation expenses.

### Applicant Evaluation Process

1. Applications will be compiled by the Government Affairs staff who will make initial recommendations and submit the full package on a quarterly basis to the GAC through an "SMEs for GOEs Task Team."

2. Applicants will be evaluated on the criteria listed above.
3. Applicants will be contacted within 6 months and informed whether:
  - They have been selected for the program;
  - Additional information is needed for consideration; or
  - They were not selected for the program.
4. Applicants will also be reminded that even if they are selected for the program, their service will depend upon the needs and requests from government as well as their geographic proximity.
5. Applicants will be informed that if they are requested to participate in a GOE as an SME, a quick response will be required. After the GOE, the SME is required to submit a written report on the meeting/event. Reports shall be emailed to [GovAffairs@ashrae.org](mailto:GovAffairs@ashrae.org)

#### SME Review Process

If an applicant is selected for the program, the SME will have a 3-year term on the program. A re-application process is required to maintain status in the program. The “SMEs for GOEs Task Team” will review the performance of SMEs on an annual basis, which will include the following factors for consideration:

- Quality of reports submitted after conducting events;
- Feedback reported by the chapter or member requesting the SME; and
- Feedback (if any) reported from the government entity.

#### Pilot Program Review

Staff will collect feedback and prepare a draft report with a summary of feedback and recommendations for improvement on an annual basis for consideration by the PPSC. The will report findings to the GAC on an annual basis that includes recommendations for improvement, the program’s impact, and whether or not it should continue as an ongoing program.

## ASHRAE SMEs for GOEs Pilot Program

The ASHRAE Government Affairs Committee (GAC) has developed a new pilot program which we hope you will apply to!

This program supports ASHRAE Government Outreach Events (GOEs) by identifying appropriate Subject Matter Experts (SME) within ASHRAE who can communicate technical information effectively to government officials and policymakers. We are working to establish a pool of SMEs with specific expertise who would be able to provide technical support and information for government briefings, legislative testimony, and/or responses to government requests for information. SMEs will be sources of technical support for local to global level government affairs work.

The objective of this program is to have a vetted list of SMEs for government interaction so that responses to government officials can be provided in a timely manner, which is especially important when legislation or regulations are moving quickly. If selected for the program and if matched with a government need, ASHRAE will provide transportation funding. This program would support ASHRAE's mission of advancing the sciences of HVAC&R to serve humanity and promote a sustainable world.

We hope you will apply if you:

- Have a deep technical understanding of certain subject(s) related to HVACR and the built environment;
- Have experience communicating technical information to government officials and/or the public;
- Are able to communicate technical information in an easy-to-understand manner; and
- Are willing to travel (as your schedule allows) to attend government meetings.

If you meet those criteria, [APPLY HERE](#).

The GAC will receive applications on a rolling basis and will review applications quarterly. You will be notified within 6 months of receiving your application of GAC's decision on whether to include you in the program. If you are selected, you will have a 3-year term on the program, and a re-application process will be required to maintain your status. If you have any questions, please contact [GovAffairs@ashrae.org](mailto:GovAffairs@ashrae.org). Thanks!

**Commented [BT1]:** AKP: Not everyone can do all 3 of these. Specifically, feds are constrained on testimony. Do you intend to require all 3?

**Commented [YA2R1]:** Addressed.

**Commented [BT3]:** AKP: I'm all for timely, but will this list really get you there?

**Commented [YA4R3]:** Yes, it should - AFTER THE APPLICATION PROCESS moves forward. Having the list should be helpful.

**Commented [YA5R3]:** Also, since this is a PILOT program, we will be able to evaluate whether this program makes the responses more timely.

**Commented [AY6]:** We will provide a hyperlink to the ASHRAE transportation policy .

**Commented [AY7]:** We will have a hyperlink to the application portal

**Commented [AY8]:** I think we need this amount of time for the review process to work.

## APPLICATION: SMEs FOR GOE PROGRAM

Name:

Member Number:

**Commented [AV9]:** I will check with the staff liaison for DLs to find out if they ask for the Member Number

Chapter (if applicable):

Region:

Subject Matter Expertise:

What is your ability and flexibility to travel?

Describe your technical qualifications:

Describe your experience communicating technical information to non-technical audiences:

Please share any references who can speak to your expertise and experience (*Optional*):

Please share any additional information to support your application:

[Click Here to Submit your Application](#)