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MINUTES

GOVERNMENT AFFAIRS COMMITTEE

WEDNESDAY, OCTOBER 30, 2019
9:30 AM – 11:00 AM EDT

GO-TO MEETING

Note: These minutes were approved by the Government Affairs Committee on February 1, 2020.

ATTENDANCE

MEMBERS PRESENT:

Walid Chakroun, Chair
Terry Townsend, Vice Chair
Chris Gray
Larry Fisher
Sheila Hayter
Bill McQuade
Ross Montgomery
Andy Manos
Matt Jesson
Ryan Williams
Chad Smith
Andrea Phillips
Colin Laisure-Pool
Daryl Collerman
Stephen Gill
Gian Modgil
Roger Jones
Dunstan Macauley
Mick Schwedler

MEMBERS ABSENT:

Larry Fisher
Eduardo Conghos
Michael Bilderbeck
Kinga Porst Hydras
Rob Hoadley
Tim Ashby
Sam Hui

GUESTS PRESENT:

David Underwood, Building EQ Committee
Doug Cochrane, Building EQ Committee
Eric Werling, Residential Building Committee



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STAFF PRESENT: Alice Yates
Jeremy Pollack
Caroline Sevier
Lilas Pratt, Building EQ Committee

WELCOME, CALL TO ORDER AND ROLL CALL

Walid Chakroun called the meeting to order at 9:30 a.m. EDT and welcomed the members. A quorum was present. Mr. Chakroun read the summary of the ASHRAE Code of Ethics.

In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, integrity and respect for others, and we shall avoid conflicts of interests, and behavior that is discriminatory and/or harassing. (See full Code of Ethics: <https://www.ashrae.org/about/governance/code-of-ethics>)

REVIEW OF AGENDA

The agenda was accepted as written.

APPROVAL OF MINUTES FROM JUNE 22, 2019 MEETING

MOTION: To approve the minutes of June 22, 2019 as written.

Motion made by Chad Smith and seconded by Ross Montgomery.

MOTION PASSED: APPROVED BY VOICE VOTE (CNV).

SUMMARY OF KANSAS CITY ANNUAL MEETING

Mr. Chakroun asked staff Alice Yates to provide a summary of activity that occurred at the meetings of the Members Council and Board of Directors in Kansas City pertinent to the GAC. Ms. Yates reported the following:

1. Members Council and ExCom approved the Public Policy Priorities for SY19-20.
2. ExCom approved the 10 PPIBs; they have been formatted by Marketing, and are available on the GAC Government Affairs Website.
3. Members Council and the BOD approved the purchase of software to aid with state and building code-tracking; the cost of this software was offset by the cost of the in-person planning retreat. The name of this software is FiscalNote.
4. Revisions to the approval process for the PPPs was approved by Members Council, with amendment. That change will go to the SRC and will likely be taken up by the BOD at their November meeting.



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REVIEW OF ACTION ITEMS

Staff Alice Yates reported that there are two Action Items, with one that is ongoing. The Action Items Summary Table can be found in Attachment A.

SUBCOMMITTEE REPORTS AND MBO UPDATES

The Subcommittee Chairs delivered reports, and provided status updates on their assigned MBOs. A table summarizing the MBO Status Updates can be found in Attachment B.

Executive Subcommittee

Mr. Chakroun reported that the subcommittee met on September 11; at that time, all of the subcommittees presented on their plans for the Society Year, and several other items were discussed, which are summarized below:

- An exchange of letters occurred between former GAC Chair David Underwood and the Executive Committee concerning working with staff in the Brussels and Dubai offices. Those letters are provided in Attachment C.
- An award or recognition in honor of Dave Palty was discussed; it was determined that it would be best for GAC to honor Dave by contributing to the scholarship fund established in his name by Region X.
- There was extensive discussion concerning when and how chapters may send letters concerning legislation, regulations, and policy, and whether and when they can do so without seeking Society approval. This matter is being further explored, and a proposal will be presented in Orlando.
- The Executive Subcommittee approved a recommendation by Steve Comstock concerning EU industry classifications (see background information in Attachment D.)

MOTION: That GAC recommend that ASHRAE support the new classification for refrigeration, air conditioning and heat pump (RACHP) contractors, which will better define this economic activity, and enable better targeting for training on the new generation of refrigerants, as well as other workforce development issues.

Motion made by Stephen Gill and seconded by Roger Jones.

AMENDMENT: That the motion be amended such that ASHRAE “endorse” rather than “support” the new classification.

The amendment was accepted by unanimous consent.

REVISED MOTION: That GAC recommend that ASHRAE endorse the new classification for refrigeration, air conditioning and heat pump (RACHP) contractors,



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which will better define this economic activity, and enable better targeting for training on the new generation of refrigerants, as well as other workforce development issues. commend that ASHRAE support the new classification for refrigeration, air conditioning and heat pump (RACHP) contractors, which will better define this

MOTION PASSED: APPROVED BY VOICE VOTE (CNV).

MBO Report

Mr. Chakroun also reported on the MBOs assigned to the Executive Subcommittee:

MBO #4: Build bridges with intergovernmental organizations to introduce them to ASHRAE as the leading source for technical HVACR information.

ASHRAE was involved with Climate Week in New York with UNEP; Dunstan Macauley will report more on these activities later in the meeting.

Mr. Chakroun met with staff in the UNEP DC office in September.

ASHRAE is signing a new MOU with UNEP; there will be more opportunities for collaboration.

MBO #5: Provide support to chapters outside North America utilizing both the Government Affairs Office in Washington and the Global Training Center in Dubai and the ASHRAE staff office in Europe.

The subcommittee is working closely with Steve Comstock to streamline efforts. More work needs to be done and will be reported further in Orlando.

Policy and Programs Subcommittee

Mr. Gill explained that the subcommittee got off to a slow start due to some unfortunate circumstances. However, a meeting has been scheduled for November, and the subcommittee will be active in the coming months.

Member Mobilization Subcommittee

Mr. Smith reported that the subcommittee has been very busy and is doing excellent work. Thus far, they have held 2 meetings. Mr. Smith provided updates on each of the MBOs assigned to this committee.



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MBO #1: Contact at least one government entity and collaborate with at least one aligned organization in each region to help in successful government outreach. (In cooperation with the Global Affairs Subcommittee)

Several government outreach days have been planned or held (see Attachment E for a summary of days planned and held, and the goals for the GAC).

MBO #2: Develop more efficient processes to enable sharing of resources and information with ASHRAE grassroots members to support the Public Policy Priorities and inform government officials in every region across the globe.

Staff Caroline Sevier has updated the Outreach Reporting Form, which is now available online. Mr. Smith reported that this form was one of the biggest issues with reporting; now reporting will be consistent and thorough reports will be provided because the online form won't allow for submission unless a response has been entered for every question. RVCs need to remind their Chapter Chairs to use the form.

With respect to updated webpages, the subcommittee will present recommendations at Orlando. The implementation timeline is unclear, as the government affairs site was already recently updated, and there are many other demands of the web team.

MBO #6: Develop and implement programs to promote awareness and use of Building EQ (in cooperation with the Building EQ Committee)

Mr. Smith reported that the subcommittee is working with Lilas to put together talking points which can be used for the government audience.

MBO #8: Expand Government Outreach Days/DOTH including development of new training materials to include documents, videos and case studies, and extend to Federal Congressional outreach. Work on model Outreach day including materials specifically targeting outside North America Chapters. (In cooperation with the Global Affairs Subcommittee)

Mr. Smith reported that Ryan and Chad are working on these tools, including providing a summary sheet of helpful tips and tools, as well as updating the video.

Mr. Smith reported the subcommittee is also working on better defining and differentiating government outreach events, as some are comprised of multiple meetings, and some are just a single meeting with a single government official. Mr. Smith explained that the GAC wants to accurately portray our advocacy efforts to Society.

MBO #9: Develop tool to quickly respond to inquiries to better serve the ASHRAE Members.



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Mr. Smith reported that Sheila is taking the lead on this MBO with Lorraine. (Lorraine has resigned from the GAC, and Mr. Smith is considering another member to help Sheila with this MBO.) In particular, they want to develop a clearer approach for chapters to respond quickly to legislation and regulations without having to go through multiple levels of review.

Global Affairs Subcommittee

Mr. Conghos was not present at the meeting, but staff liaison Jeremy Pollack provided a report on the MBO status.

MBO #1: Contact at least one government entity and collaborate with at least one aligned organization in each region to help in successful government outreach. (In cooperation with the Member Mobilization Subcommittee)

Mr. Pollack reported the subcommittee is developing a chart with key themes for each of the regions. The chart was also created to include other organizations that ASHRAE should collaborate with and a list of events ASHRAE can participate in.

MBO #7: Develop implementation plan for promoting ASHRAE standards for use in the residential market. For the international audience, promote the *customized* version of 90.2 to be used in different part of the world. Examples: Kuwait and Saudi Arabia .(In cooperation with the Policy and Programs Subcommittee)

Mr. Pollack reported that Mr. Chakroun provided a great report about success in Kuwait relative to Standard 90.2; this is a good example for other geographic areas to follow.

MBO #8: Expand Government Outreach Days/DOTH including development of new training materials to include documents, videos and case studies, and extend to Federal Congressional outreach. Work on model Outreach day including materials specifically targeting outside North America Chapters. (In cooperation with the Member Mobilization Subcommittee)

Government Outreach Days have expanded internationally; India has already held a number of these events.

The subcommittee also has a presentation to help guide an international government outreach day, and the presentation should be distributed to the full committee later this year.



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Rules Subcommittee

Mr. Townsend reported the subcommittee hasn't received any inquiries or requests. Mr. Chakroun encouraged GAC members to contact Mr. Townsend if you have anything the Rules Subcommittee should work on.

Nominating Subcommittee (Ms. Hayter)

Ms. Hayter stated that there is nothing to report at this time; she is gathering materials for the meeting in Orlando.

EX-O REPORT

Mr. Macauley stated that there was nothing to report at this time.

COMMUNICATIONS REPORT

Mr. Jones reported that the next GAC Quarterly Report will be out next week; this report will be sent to all of the GAC members.

REPORTS FROM COMMITTEE LIAISONS

Residential Committee

Residential Building Committee liaison Paul Francisco was unavailable for this meeting, but provided a report via email, which staff member Alice Yates read:

- External Activities subcommittee
 - Near completion on developing a questionnaire to use for asking external stakeholders about what they see as gaps and needs
 - Developing a value proposition for ASHRAE to consider having a booth at residential-themed conferences
- Internal Activities subcommittee
 - Establish approach for reviewing/developing ASHRAE residential research projects
 - Coordinate dissemination of residential content to members through programs, ASHRAE Journal columns, and through chapters
 - Explore how to make residential content easier to focus in on within the Handbook

Building EQ Committee

Mr. Underwood reported that the talking points and PowerPoint presentation the Building EQ Committee is compiling for government outreach efforts needs to be further shortened; however, these should be available by the Winter Meeting in Orlando. Mr. Underwood further reported that a Spanish translation is under development.

YEA Committee

No YEA Committee Liaison was present at the meeting.



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Student Activities

Mr. Oliver, who is the Student Activities Liaison to the GAC, was unable to attend this meeting but provided a report to Jeremy Pollack, who reported:

- ASHRAE is no longer providing funding for Discover E or Solar Decathlon as a standing committee. But, the committee is still promoting the activities through their student activities chairs. This year, the Solar Decathlon Build Challenge is in June 2020, and will be in Washington DC. The committee may be contacting staff in the DC office to request that they volunteer at this event.
- The committee is also willing to promote the WISE internship through the committee's RVCs and Student Activities chairs, as well as in their newsletter.

REPORTS FROM REGIONAL VICE CHAIRS

The RVCs provided their reports

Region I

Mr. Manos reported that Government Outreach Days are planned for NJ (December), MA, and NY (June). The region is also working with local utilities on Building EQ.

Region II

Mr. Hoadley was not present.

Region III

Ms. Porst Hydras was not present.

Region IV

Mr. Ashby was not present.

Region V

The Region V RVC position is vacant.

Region VI

Mr. Jesson reported the region is working on planning multiple government outreach days. The region has chapter chairs in every region except one. Outreach days are scheduled for Iowa and Minnesota, and planning is taking place for Missouri, Illinois, and Wisconsin. For chapters in states where their legislatures are not in session, Mr. Jesson is working with the chapter chairs to plan outreach events with city councils and local government energy managers.

Region VII

Mr. Williams was on the call but did not have a report.



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Region VIII

Mr. Smith reported that the region has held planning meetings with 14 of his 15 chapters. Oklahoma is planning its day in the spring; Texas is not in session this year, so they are focusing on Federal Congressional and local outreach; Arkansas is planning its first outreach event in the spring; the Mexican chapter is making plans. Mr. Smith also reported that Oklahoma is very busy as the I-Codes are being updated. ASHRAE is speaking in support of updated energy codes. The goal is for legislation to be reach for the 2020 legislation session, and Oklahoma is hoping to hold their outreach day at the same time as the legislation is being considered.

Region IX

Ms. Phillips reported that she has held planning calls with 70% of the chapter chairs. The region has 7 chapters planning some type of government outreach in the fall or the spring. She is also working with Region VI to plan a Missouri outreach day. El Paso is planning a local outreach day.

Region X

Mr. Laisure-Pool reported that a lot of activity is taking place in his region: California has an outreach day planned for April 2, and Arizona has an outreach day planned for April 9. Nevada is not in session this year, so won't have an outreach day. Hawaii has adopted an updated energy code; CA is banning natural gas and moving to electrification. Arizona is working with utilities on Building EQ, and with data centers to introduce them to Standard 90.4. Chapters are asking for ASHRAE's position on many issues.

Region XI

Mr. Collerman has been involved with numerous outreach activities, including in Vancouver to share information about Standard 188 to address legionella risks.

Region XII

Mr. Conghos was not present.

Region XIII

Mr. Hui was not present.

Region XIV

Mr. Gill reported that at the Region XIV CRC, it was discovered the region is engaged in numerous government outreach activities, but they haven't been recognized as such. Mr. Gill is planning a Government Outreach Day in April in Brussels. Mr. Gill submitted his plan for spending the \$2,000 in international outreach to help support this outreach event.

Region at Large

Mr. Modgil reported on a number of outreach efforts including in Goa (Standard 188) and in Delhi (signing an MOU to promote Building EQ). The RAL has conducted several Government



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Outreach Events, and these have been reported in the Government Affairs Updates. ASHRAE member have been invited to work on a UN effort, and Mr. Modgil is planning to go to Cairo, and will be holding a meeting with the Bureau of Energy Efficiency, and will present on Standards 90.1 and 90.2.

Mr. Schwedler also reported on government outreach activities in the region, as he was invited to be the senior officer in Jordan at the CRC, and was able to also attend the codes meeting & seminars prior to the CRC. Attending these meetings were people from the Jordanian government and code officials, as well as the Arab Code officials. The message presented from ASHRAE was to not start from scratch, and to use ASHRAE's standards and the expertise of ASHRAE volunteer members.

OTHER BUSINESS

Indoor Environmental Quality – Global Alliance

Mr. Chakroun added another topic to Other Business, and reported that the Indoor Environmental Quality – Global Alliance has been officially incorporated as a legal entity, and includes ASHRAE as a founding member. The incorporation took place at a ceremony in Belgium.

Business Cards for GAC Members (Mr. Chakroun)

Mr. Chakroun reported that business cards for GAC members have been designed. These cards will be general in nature, and will not list each individual member. However, because of the government outreach with which members engage, it is important that ASHRAE members have some type of card to leave with official contact information. Mr. Chakroun showed the card online and members provided comments: remove the DC address, add the website, add the country code (for international access); list the other ASHRAE offices.

Action Item: Ms. Yates will work with the Marketing Department to make these changes and another draft will be shared. **DUE DATE:** Winter Meeting

Climate Week in New York City and related work with UNEP (Mr. Macauley)

Mr. Macauley reported that he presented before UNEP during Climate Week in New York City in September. ASHRAE was invited by the Kigali Cooling Coalition. Mr. Macauley reported that this event provided a great opportunity for ASHRAE members to showcase what ASHRAE is doing internationally with respect to cooling technologies in terms of climate change. ASHRAE can provide valuable insights and Mr. Macauley wants more members to participate and offers opportunities for GAC.

Process for Chapter Government Engagement

Mr. Chakroun stated that this conversation will be postponed to Orlando.



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NEXT COMMITTEE MEETING

Mr. Chakroun announced the next full committee meeting will be held at the winter meeting in Orlando:

**ASHRAE WINTER MEETING
SATURDAY, FEBRUARY 1
8:00 A.M. – 12:15 P.M.
ORLANDO, FLORIDA
- ROOM TBD -**

ADJOURN

Mr. Chakroun adjourned the meeting at 11:01 a.m. (EDT).

Respectfully submitted,
Alice M. Yates, Staff Liaison



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DRAFT MINUTES

GOVERNMENT AFFAIRS COMMITTEE

**SATURDAY, JUNE 22, 2019
8:00 AM – 12:30 PM CDT**

MARRIOTT-EAST (LOBBY, ROOSEVELT)

**MARRIOTT DOWNTOWN
200 W 12TH STREET
KANSAS CITY, MISSOURI**

These draft minutes have not been approved and are not the official, approved record until approved by this committee.

ATTENDANCE

MEMBERS PRESENT: David Underwood, Chair
Jim Arnold
Dave Palty
Chad Smith
Terry Townsend
Robin Bryant
Mohamad Hosni
William McQuade
Andrew Manos
R. Tim Ashby
Matthew Jesson
Ryan Williams
Jessica Errett
Jeff Hurd
Eduardo Conghos
Sam Hui
Stephen Gill
Maged Hashem
Michael Bilderbeck
Robert Hoadley

Roger Jones
Dunstan Macauley III
Chris Gray
Larry Fisher
Ross Montgomery
Andrea Phillips
Colin Laisure-Pool
Daryl Collerman
G.C. Modgril
Kinga Porst Hydras

MEMBERS ABSENT:

Walid Chakroun
Charles Gullede
Darryl Boyce
Shelia Hayter
Lorraine Kapka
Mick Schwedler

GUESTS PRESENT:

Doug Cochrane
William Klock
Madison Schultz
Rob Craddock
Theresa Weston
Nanette Lockwood
Aaron Gunzner
Charles Hon
Donald Brandt
Arturo Thur de Koos
Esteban Baccini
Bill Artis
Cameron Crandall
Casper Briggs
Olu Solaade
Dan Nall
Helen Walter - Terrinoni
Marites Calad
Bratislav Blatiojevic
Elise Backstrom
Ayman Eltalouney
Paul Karrer

STAFF PRESENT:

Alice Yates
Jeremy Pollack
Caroline Sevier
Anne Wilson

CALL TO ORDER, WELCOME AND ROLL CALL

Chair David Underwood called the meeting to order at 8:04 a.m. CDT. After welcoming the members, the Chair asked Ms. Yates to conduct a roll call. A quorum was present. Mr. Underwood introduced Ms. Sevier, the new Manager of State and Local Affairs for ASHRAE.

ASHRAE CODE OF ETHICS

Mr. Underwood read a summary of the ASHRAE Code of Ethics and referred to the URL of the full statement.

REVIEW OF AGENDA

The Agenda was accepted as written.

APPROVAL OF MINUTES

MOTION #1: To approve the minutes of the January 12, 2019 as written.

Motion made by Ms. Bryant and seconded by Mr. Palty

MOTION #1 PASSED: Unanimously by voice vote, CNV.

UPDATE ON ACTION ITEMS

There was a brief discussion of the Action Items, including those not completed that are listed below. The Action Items Status Table is provided as Attachment A.

Action Item #3: Compile lessons learned from GAC members regarding what has been helpful for engaging Chapter Chairs, and for getting members to serve in the GAC Chair positions. This item will be carried forward into the new society year.

Action Item #12: Evaluate naming a GAC liaison to the YEA Committee. This will be Mr. Chakroun's appointment to make for SY19-20, and hence will be carried forward into the new society year.

REPORT FROM THE ASHRAE GOVERNMENT AFFAIRS OFFICE

Ms. Yates, Mr. Pollack, and Ms. Sevier presented the ASHRAE Government Affairs Office report. The slide deck for the report is provided as Attachment B.

YEAR-END SUBCOMMITTEE AND MBO STATUS REPORTS

The Subcommittees reported for the end of the year, including the status of the MBOs to which they were assigned. The MBO status summary is provided as Attachment C.

Executive Subcommittee

Mr. Underwood reported on the Executive Subcommittee. He summarized the four-hour Executive Subcommittee Planning Meeting, which took place over two days. While the consensus was that an in-person planning meeting would have been greatly preferred and more effective, the 2-day set of planning meetings accomplished the main objectives of developing draft public policy priorities and providing input for the MBOs for the upcoming society year.

The Executive Subcommittee also determined there is a need for a clear framework to distribute the \$2,000 that is available for purposes of reimbursing transportation expenses for members to conduct Government Outreach Days in regions with chapters outside of the U.S. This finding was communicated to the Rules Subcommittee, who may present a motion concerning on this topic.

PPP Approval Process

The Executive Subcommittee also recommends a streamlined process for approving the Public Policy Priorities (PPPs). Currently, the PPPs need to be approved by both Members Council and ExCom, and there is no clarity regarding sequencing or coordination for these approvals.

MOTION #2: That GAC recommend that Members Council approve revisions to ROB, 2.402.003, Operations, as shown below:

2.402.003.3 The Committee annually will seek input from members **and the Executive Committee** on issues to be addressed. The Committee annually will develop a list of proposed public policy priorities addressing significant current issues and will submit it to Members Council **and ExCom** for approval.

Motion made by Mr. Townsend and seconded by Mr. Conghos.

MOTION #2 PASSED BY VOICE VOTE

Background

The Rules of the Board were written with the requirement that the Public Policy Priorities get approved by Members Council and by ExCom at the time that DRCs sat on Members Council. Because DRCs are Society Directors, they would be able to provide guidance knowing the broader Society's goals and priorities. Now that DRCs do not sit on Members Council, this reason for Council approval is no longer valid. Further, this change will streamline the process and will eliminate some confusion and complications associated with the dual approval process. This change is also consistent with the new Strategic Plan concerning "Organizational Streamlining."

Policy and Programs Subcommittee

Mr. Palty presented a summary of the subcommittee's activities during the Society Year. The subcommittee focused on updating the PPIBs and reviewing the PAOEs. Mr. Palty's full presentation is provided as Attachment D.

Member Mobilization Subcommittee

Mr. Arnold summarized the activities of the Member Mobilization Subcommittee. Its key activity has been the Government Outreach Day program, which has been incredibly successful: For the 2018-2019 Society Year, 29 Government Outreach Days were held, which is nearly double that of last year, when 16 were held. Mr. Arnold's full presentation is provided as Attachment E.

Mr. Arnold recognized Mr. Smith as the incoming chair of the subcommittee, who stated that there needs to be better information dissemination to GAC members on key policy and code issues. He recommended the use of a new software tool for accomplishing that purpose. A background summary report on this software is provided as Attachment F.

MOTION #2: That the Government Affairs Office use the bill tracking and legislative management software FiscalNote, as a replacement to BillTrack 50, at a cost of \$24,000 annually.

Motion made by Ms. Errett and seconded by Mr. Hurd

MOTION #2 PASSED BY VOICE VOTE

Global Affairs Subcommittee

Mr. Conghos summarized the activity of his subcommittee, which is in its first year. The subcommittee revised its description in the MOP and developed a list of lessons learned to apply to global government outreach. Mr. Conghos' full presentation is provided as Attachment G.

Rules Subcommittee

Mr. Townsend reported for Mr. Chakroun on the work of the Rules Subcommittee.

MOP Rules Subcommittee Membership Revisions

Mr. Townsend reported that the Rules Subcommittee recommended changes to the membership of the Rules Subcommittee, and that the GAC MOP should be changed to reflect those recommendations.

Background: Currently the GAC Rules Subcommittee only consists of three members, however it is tasked with the evaluation of all of the GAC's key documents. Allowing for additional members to sit on the Rules Subcommittee, if needed, will allow for a more manageable work load for members.

MOTION #3: To approve the changes to the Rules Subcommittee in the GAC MOP as shown below.

e. Rules

1. The Vice Chair of GAC will be the chair of this Subcommittee.
2. Membership of the Subcommittee will be the GAC Vice Chair, the Communication Coordinator, ~~and~~ the Members Council Representative, and if needed up to one additional member from the Executive Subcommittee. Need for the additional subcommittee member shall be determined by the Chair of the Rules Subcommittee.
3. Responsibilities of this Subcommittee is to conduct an annual review of the MOP, and ROB, the Resource Manual, and Section 2.5 of the Manual of Chapter Operations.

Motion made by Mr. Hosni and seconded by Mr. Williams.

MOTION #3 PASSED by voice vote, CNV

MOP Nominating Subcommittee Membership Revisions

Mr. Townsend reported that the Rules Subcommittee recommended changes to the membership of the Nominating Subcommittee, and that the GAC MOP should be changed to reflect those recommendations.

Background: As currently structured, members of the GAC Nominating Subcommittee may be considered for positions that the GAC Nominating Subcommittee is charged with providing candidates for, and restructuring the subcommittee in the way proposed above will address that issue.

MOTION #4: To approve the changes to the Nominating Subcommittee in the GAC MOP as shown below.

f. Nominating

1. Membership of this Subcommittee shall be the Chair, Vice Chair, a Presidential Member, the Communication Coordinator, the GAC ExO, and up to one additional member, if needed. Need for an additional subcommittee member or members shall be determined by the GAC Chair. ~~from the Executive Subcommittee the chairs of the other standing Subcommittees~~

Motion made by Ms. Bryant and seconded by Mr. Smith

MOTION #4 PASSED by Voice Vote, CNV

Funding for Government Outreach Days for Chapters Outside the U.S.

Mr. Townsend reported that the Rules Subcommittee, upon recommendation from the Executive Subcommittee, recommends that a clear framework be established to distribute

the \$2,000 that is available for purposes of reimbursing transportation expenses for members to conduct Government Outreach Days in regions with chapters outside of the U.S.

Background: A motion was approved at the 2018 Winter meeting in Chicago that provides \$2,000 to each region with chapters outside of the U.S. for “transportation expenses in coordinating Day on the Hill (DOTH) activities.” A total of \$14,000 was approved.

MOTION #5: Each Government Affairs Committee Regional Vice Chair (with chapters outside of the United States) shall have available \$2000.00 U.S. for purposes of reimbursing transportation expenses for all members of their region in coordinating activities that result in conducting Government Outreach Day (aka Day on the Hill (DOTH)) activities for each Society Year. The expenses must be approved in writing by that Regional Vice Chair’s Director and Regional Chair and said written approval shall be submitted to the Finance Committee. In addition, the Regional Vice Chair shall create a plan for spending the \$2000 within the first quarter of the Society Year. That plan shall be submitted to that Regional Vice Chair’s Director and Regional Chair, no later than September 30 of each Society Year. This procedure shall be incorporated into the GAC Resource Manual.

Motion made by Mr. Palty and seconded by Mr. Jones.

MOTION #5 PASSED: 18-1-0 CNV

Nominating Subcommittee

Mr. Townsend presented a report of his subcommittee’s activities (included as Attachment H), which included a recommendation to change the membership of the subcommittee and an expansion of its duties. These recommendations were forwarded to the Rules Subcommittee for consideration to be incorporated into the MOP. The subcommittee also provided recommendations for the chairs of the GAC subcommittees for the next society year to Mr. Chakroun.

MAPS Ad-Hoc Subcommittee

Mr. Ashby summarized the final report produced by this subcommittee (included as Attachment I). The main conclusion is that the MAPS subcommittee should dissolve, and its wealth of information should be shared with Members Council, in particular with the Members Council Ad-Hoc Committee that has been formed to evaluate chapter and regional boundaries. Mr. Chakroun has communicated that he agrees with this recommendation and will not have a MAPS ad-hoc subcommittee in SY2019-2020.

UPDATED AND NEW PUBLIC POLICY ISSUE BRIEFS

Mr. Palty reported that the Policy and Programs Subcommittee updated the 8 existing (but expired) PPIBs, and also created 2 additional PPIBs. The new and updated PPIBs are provided as Attachment J.

MOTION #6: To approve the 10 PPIBs.

Motion made by Mr. Smith and seconded by Mr. Hoadley

MOTION #6 PASSED BY VOICE VOTE, CNV

PUBLIC POLICY PRIORITIES FOR SY2019-2020

Mr. Townsend reported on behalf of Mr. Chakroun that proposed Public Policy Priorities were developed for SY2019-2020. These were developed using input from the Executive Subcommittee at its 2-day planning meetings. The proposed PPPs are similar to SY2018-2019, but with some changes to their focus. They are included as Attachment K.

MOTION #7: To approve the Public Policy Priorities for SY2019-2020 as proposed by Mr. Chakroun.

Motion made by Mr. Conghos and seconded by Ms. Errett.

MOTION #7 PASSED BY VOICE VOTE, CNV

DISCUSSION OF MBOS FOR SY2019-2020

Mr. Townsend on behalf of Mr. Chakroun described the 9 MBOs, along with their Subcommittee assignments for SY2019-2020. These are included as Attachment L.

EX-O REPORT

Mr. Macauley gave the ExO Report from the BOD. The full presentation is included as Attachment M.

REPORTS FROM COMMITTEE LIAISONS

Liaisons from other ASHRAE Committees provided reports to the GAC.

Building EQ Committee

Mr. Cochrane and Mr. Kloch provided a report from the Building EQ Committee.

Residential Committee

Ms. Weston provided a report from the Residential Committee.

YEA Committee

Ms. Schultz provided a report from the YEA Committee.

Student Activities

Mr. Oliver provided a report from the Student Activities Committee.

GUEST INTRODUCTIONS

Guests were recognized from the following organizations:

- **UNEP:** Mr. Ayman Eltalouny, International Partnerships Coordinator for the OzonAction Programme reported on the work ASHRAE and UNEP are doing together, focused on refrigerant management for developing countries.
- **AIA:** Mr. Paul Karrer, Senior Manager of Building Codes and Mr. Dan Nall, were recognized as AIA representatives. GAC members expressed the desire for a stronger relationship with AIA at the global level (outside of the U.S. level).
- **AHRI:** Ms. Helen Walter-Terrinoni, Vice President of Regulatory Affairs, was recognized, and reported on the work that AHRI is doing with the new generation of refrigerants. She explained that AHRI would be happy to support the GAC's efforts as the committee shares information on standards regarding responsible refrigerant management with code officials and other government representatives.

REPORTS FROM REGIONAL VICE CHAIRS

The RVCs gave their reports, which are provided within Attachment N.

Region I

Mr. Manos reported for Region I.

Region II

Mr. Hoadley reported for Region II.

Region III

Ms. Porst Hydras was not present and did not have a report.

Region IV

Mr. Ashby reported for Region IV.

Region V

Mr. Arnold reported for Region V.

Region VI

Mr. Jesson reported for Region VI.

Region VII

Mr. Williams reported for Region VII.

Region VIII

Mr. Smith reported for Region VIII.

Region IX

Ms. Errett reported for Region IX.

Region X

Mr. Palty reported for Region X.

Region XI

Mr. Hurd reported for Region XI.

Region XII

Mr. Conghos reported for Region XII.

Region XIII

Mr. Hui reported for Region XIII.

Region XIV

Mr. Gill reported for Region XIV.

Region at Large

Mr. Hashem reported for the Region at Large.

OTHER REPORTS

Communications Coordinator Report

Mr. Jones provided a report concerning his activity as Communications Coordinator for the GAC, with quarterly reports provided to the GAC members this year.

Marketing Department

Ms. Wilson presented a summary of the Marketing Department's activities in support of the GAC, identified some ideas for additional resources, and solicited recommendations for additional marketing materials from the GAC. The Marketing Department's report is provided as Attachment O.

RECOGNITION OF OUTGOING GAC MEMBERS

Mr. Underwood distributed Certificates of Recognition to outgoing Committee members and thanked them for their service.

REMARKS FROM OUTGOING CHAIR AND PASSING OF GAVEL

Mr. Underwood made comments of thanks to the members of the Committee for their help in his work with this Committee.

REMARKS FROM INCOMING CHAIR

Mr. Townsend took the gavel as the new Vice Chair of the GAC; Mr. Chakroun was not present and could not physically accept the gavel. Mr. Townsend read a statement from Mr. Chakroun (which is also included as Attachment P). Mr. Chakroun also made a few comments over speaker phone about initiatives for the coming year.

OTHER BUSINESS

Mr. Townsend for Mr. Chakroun provided subcommittee assignments for SY19-20. (Provided as Attachment Q.) Mr. Townsend also stated that he wants to establish mentors for the new members.

NEXT COMMITTEE MEETING

Mr. Townsend stated that Mr. Chakroun will plan the next committee meeting, and it will likely be in September.

ADJOURN

Mr. Underwood thanked the members and adjourned the meeting at 12:27 p.m. CDT.

Respectfully submitted,

Alice Yates, Staff Liaison



ACTION ITEMS
GOVERNMENT AFFAIRS COMMITTEE

Last Updated: October 28, 2019

#	Action	Assigned To	Due Date	Status	C/O
1	Compile lessons learned from GAC members regarding what has been helpful for engaging Chapter Chairs, and for getting members to serve in the GAC Chair positions.	Chad Smith (Member Mobilization)	Next Committee Meeting	Work is ongoing.	O
2	Evaluate naming a GAC liaison to the YEA Committee.	Walid Chakroun	Next GAC meeting	This will be Walid's appointment to make for SY19-20. June 12, 2019 -Appointment letter sent to Sheila Hayter. June 13, 2019 – Hayter accepted.	C

**GAC MBOS
SY2019 - 2020**

Last Updated: October 28, 2019

MBO	Subcommittee Assigned	Status
<p>1. Contact at least one government entity and collaborate with at least one aligned organization in each region to help in successful government outreach.</p>	<p>Member Mobilization and Global Affairs</p>	<p>Mr. Collerman and Mr. Conghos are in the process of splitting up the regions and developing lists of organizations and government entities within each region. Meetings will be scheduled soon.</p> <p>A chart has also been created for the Global Affairs Subcommittee to track potential organizations for outreach and to track events in each region/country. The subcommittee has begun identifying key terms/hot topics that can help guide which groups would be most effective to align with.</p>
<p>2. Develop more efficient processes to enable sharing of resources and information with ASHRAE grassroots members to support the Public Policy Priorities and inform government officials in every region across the globe.</p>	<p>Member Mobilization</p>	<p>The subcommittee has approved a new Government Outreach Day Reporting Form, which includes a section to describe what topics were discussed during those meetings. This information will be uploaded to FiscalNote to provide a robust database of all Government Outreach Day meetings. Additionally, to make it easier for volunteers to fill out the Reporting Form; the new form is a webform located on the Government Affairs Advocacy Toolkit webpage.</p> <p>Mr. Collerman and Mr. Jesson are also working closely with Mr. Smith and Mr. Williams to update the webpage, creating sections that are internally focused and externally focused. The updated webpage should be complete by the Winter Meeting.</p>
<p>3. Identify areas for which ASHRAE can lead proactively in the future.</p>	<p>Policy & Programs</p>	<p>The Policy & Programs subcommittee will discuss at their meeting in November.</p>
<p>4. Build bridges with intergovernmental organizations to introduce them to ASHRAE as the leading source for technical HVACR information.</p>	<p>Executive Subcommittee</p>	<p>UNEP Meeting in September in Washington, DC (Walid Chakroun participated).</p> <p>UNEP will report on its work at the GAC meeting in Orlando.</p> <p>Other meetings being planned (e.g. World Bank, UNIDO) – will be discussed at next Executive Subcommittee meeting on Nov. 13.</p>

MBO	Subcommittee Assigned	Status
<p>5. Provide support to chapters outside North America utilizing both the Government Affairs Office in Washington and the Global Training Center in Dubai and the ASHRAE staff office in Europe.</p>	<p>Executive Subcommittee</p>	<p>Conference call arranged with Steve Comstock; coordination on government outreach will occur through Region XIV and RAL RVC, and/or Washington, DC office.</p> <p>Working on a roadmap to better support chapters outside North America.</p>
<p>6. Develop and implement programs to promote awareness and use of Building EQ (in cooperation with the Building EQ Committee)</p>	<p>Member Mobilization</p>	<p>The subcommittee developed and sent out a survey to GAC members seeking input from members on areas where energy benchmarking legislation has been implemented, if Building EQ or Standard 211 were considered, and why. Six GAC members responded to the survey with input from their local chapters.</p> <p>Mr. Townsend and Mr. Laisure-Pool are now working directly with the Building EQ Committee to develop a presentation and talking points that can be used with government officials.</p>
<p>7. Develop implementation plan for promoting ASHRAE standards for use in the residential market. For the international audience, promote the <i>customized</i> version of 90.2 to be used in different part of the world. Examples: Kuwait and Saudi Arabia.</p>	<p>Policy & Programs and Global Affairs</p>	<p>Mr. Modgil has been assigned this MBO and will report back at the next Global Affairs Subcommittee meeting. Mr. Modgil is planning to meet with ministers to promote Standard 90.2 (including through a customized version) and Standard 188 on Legionella.</p> <p>Development of a more detailed implementation plan and/or countries to target will be discussed during the next meetings of both subcommittees.</p> <p>Based on feedback from Mr. Modgil and Mr Chakroun, PPSC will work to provide any support needed for this outreach.</p>

MBO	Subcommittee Assigned	Status
<p>8. Expand Government Outreach Days/DOTH including development of new training materials to include documents, videos and case studies, and extend to Federal Congressional outreach. Work on model Outreach day including materials specifically targeting outside North America Chapters.</p>	<p>Member Mobilization and Global Affairs</p>	<p>Mr. Williams and Mr. Smith are currently undergoing an assessment of what materials are needed and are collaborating with Mr. Collerman and Mr. Jesson on website edits.</p> <p>Mr. Williams and Mr. Smith are also updating the <i>Developing a Successful Hill Day</i> document and plan to have it approved at the Winter Meeting.</p> <p>Next, Mr. Smith and Mr. Williams are looking into what footage would be best for an updated Government Outreach Day video.</p> <p>Finally, Mr. Smith and Mr. Williams intend to have a new plan approved during the Winter Meeting about how different Government Outreach Days are counted. The new structure would be implemented during the 20 – 21 Society Year.</p> <p>Government Outreach Days have already expanded internationally this year. To support those efforts, the Global Affairs Subcommittee has created a training/presentation that can be used around the world. Incorporated in this presentation is a list of strategies, talking points, and success stories. The presentation is almost finalized and will be officially reviewed before a plan is created for distributing this to ASHRAE members.</p> <p>A chart has been created for the Global Affairs Subcommittee to help identify opportunities in each region. This chart will also help identify what materials are needed for successful outreach, and also increase reporting.</p>
<p>9. Develop tool to quickly respond to inquiries to better serve the ASHRAE Members.</p>	<p>Member Mobilization</p>	<p>The subcommittee has ensured that GovAffairs@ashrae.org is better profiled on the website. Additionally, all inquiries to the inbox receive a response from ASHRAE staff. A slight uptick in emails to the inbox have resulted since the more prominent placement on the webpage.</p> <p>Additionally, the language on the webpage was changed from “What Grinds My Gears” to “Take Action.”</p>



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David T. Underwood, P. Eng
Presidential Member
Society President 2015-2016

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May 20, 2019

Dear Members of the ASHRAE Executive Subcommittee:

This month, the Executive Subcommittee of the ASHRAE Government Affairs Committee (GAC) held two sessions of its planning meeting for the upcoming Society Year 2019-2020. One of the key areas of focus for the upcoming year will be an increased emphasis on global outreach, to government officials outside the U.S. and Canada. The GAC would like to leverage the resources of ASHRAE staff located in Brussels and Dubai in its government outreach activities.

As you are aware, our volunteer members are the foundation of ASHRAE's government outreach efforts and are our best advocates. However, the staff in Brussels and Dubai could serve vital purposes to assist the GAC. More specifically, we are asking GAC to:

- Coordinate with the office in Europe to identify issues before the European Commission that are related to ASHRAE fields of interest;
- Identify with the office in Europe positions of other organizations in ASHRAE's fields of interest to enable coordinated responses when appropriate to proposed actions by the European Commission;
- Support educational opportunities organized by the Dubai Training Center that relate to standards and guidelines to encourage participation by government officials;
- Coordinate with the Dubai Training Center participation in Middle East governmental events related to adoption of standards, development of regulations, and availability of training for the purpose of encouraging reference to and use of ASHRAE resources.

We ask for your support to encourage an effective working relationship among these entities, and to provide the necessary resources to ensure for effective implementation. Please do not hesitate to contact me if you have any questions. Thank you.

Sincerely,

David T. Underwood, P. Eng
Chair, Government Affairs Committee

cc: Walid Chakroun, GAC Vice Chair
Terry Townsend, Incoming GAC Vice Chair



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August 2, 2019

Mr. T. David Underwood, P. Eng
100 Lakeshore Rd. E, Apt. 607
Oakville, ON
L6J 6M9 CANADA

Dear David:

Thank you for your May 20 letter to ExCom regarding GAC's interest in leveraging the resources of ASHRAE staff located in Brussels and Dubai with its government outreach activities. Your letter was discussed by ExCom on Wednesday, June 26.

We recognize that the ASHRAE Government Affairs Committee (GAC) wants to increase its emphasis on global outreach to government officials outside the U.S. and Canada. We support that goal.

Staff in Brussels and Dubai already have a full work-load, and we do not want to take away from work already assigned to them. In Brussels, Steve Comstock has served in a number of ways to help with governmental outreach. To the extent that he can continue to do so, we support Steve's government outreach work. Steve has been, and will continue to, share information concerning his government outreach activities with the GAC through the Government Affairs Office in DC. However, we do not want any of Steve's government outreach work to come at the expense of his primary duties in Brussels.

We look forward to supporting the GAC in this Society Year 2019-2020, and we would welcome any additional ideas to further global government outreach. Thank you again for contacting ExCom about this important matter.

Sincerely,

Darryl K. Boyce, P.Eng.,
President

cc: Walid Chakroun, GAC Chair
Terry Townsend, GAC Vice Chair

ASHRAE POSITION ON EU INDUSTRIAL CLASSIFICATIONS

Background:

The statistical classification of economic activities in the EU is called “NACE” (it’s from a French term “*Nomenclature statistique des activités économiques dans la Communauté européenne.*”) This is similar to the SIC or NAICS in the U.S. The list of NACE codes is under review in Europe, which typically is only done once every 10 years.

AREA, the European association of refrigeration, air conditioning and heat pump (RACHP) contractors, wants to get a new NACE code specifically dedicated to their profession. Currently, RACHP contractors are classified under the NACE code 43.22 - Plumbing, heat and air conditioning installation. This code puts together a variety of different professions: plumbers, sanitary, gas, oil, solar equipment installers, RACHP contractors.

Reclassifying RACHP contractors under a stand-alone category would be important for **training** opportunities (potentially provided in conjunction with ASHRAE for handling A2L refrigerants), as this group of contractors have a unique feature in that they deal with refrigerants.

By reclassifying these contractors, it will be easier to target this group, as well as provide for proper evaluation of the size of this industry, which is estimated to represent more than 50,000 companies employing 200,000 people in the EU.

Recommendation:

ASHRAE should support the new classification for RACHP contractors, which will better define this economic activity, and enable better targeting for training on the new generation of refrigerants, as well as other workforce development issues.

Recommended Next Steps/Process:

If the GAC approves this position, it should also be approved by the ASHRAE President. This is slightly different from a letter, but we are under time constraints as the reclassification of NACE codes are currently underway, and it would suggest that this position is similar to a letter statement.

Government Outreach Day – Progress Chart

	GOAL	SCHEDULED	PLANNED	COMPLETED	DELTA
CITY/LOCAL	10	3	1	5	-1
STATE	20	6	12	0	-2
FEDERAL	10	0	2	3	-5
GLOBAL	5	1	1	2	-1
TOTAL	45	10	16	10	-9

**As of November 11, 2019*



ASHRAE Government Affairs Committee

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