

**Young Engineers in ASHRAE Committee  
Minutes 2023 Annual Conference (Tampa)  
24 June 2023 8 am -3 pm EDT  
Saturday, June 24, 2023**

8:00 AM | (UTC-04:00) Eastern Time (US & Canada)

More ways to join:

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**AGENDA**

- |            |  |                       |
|------------|--|-----------------------|
| <b>I.</b>  | <b><u>Call to Order (Madison)</u></b>  | <b>08:00 (5 mins)</b> |
|            | a. Review of Agenda  |                       |
|            | i. Any additions? No   |                       |
|            | b. Virtual Meeting Etiquette:  |                       |
|            | i. Sign in to Zoom: <i>Reg XX – Name</i>   |                       |
|            | ii. Camera on when possible and professional   |                       |
|            | iii. Please remain muted when not speaking   |                       |
|            | iv. Use the chat feature when items are not time sensitive   |                       |
|            | 1. Assign advocate   |                       |
|            | v. Etiquette and Tips from ASHRAE’s Communication Committee can be found <a href="#">here</a>  |                       |
|            | c. Hybrid Meeting Etiquette:   |                       |
|            | i. Speak into the microphone to ensure virtual meeting attendees can hear  |                       |
|            | ii. Avoid side conversations that will compromise virtual audio  |                       |
|            | iii. Take turns when speaking to ensure audio clarity  |                       |
| <b>II.</b> | <b><u>ASHRAE Code of Ethics Commitment (Madison)</u></b>   | <b>08:05 (1 min)</b>  |
|            | 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. |                       |

(Code of Ethics: <https://www.ashrae.org/about/governance/code-of-ethics>) (Core Values: <https://www.ashrae.org/about/ashrae-s-core-values>)

- III. ASHRAE Simplified Rules of Order- Quick Reference -**ATTACHMENT A**
- IV. Role call (Jeanette) 08:06 (10 min)
- V. Meeting Minute Approval (Madison) 08:16 (4 mins)
  - a. 2023 Winter Meeting (Atlanta) – **ATTACHMENT B**
  - b. 30 March 2023 YEA Committee Meeting – Motion Voting – **ATTACHMENT C**
  - c. 25 May 2023 Pre-Conference Call – **ATTACHMENT D**
  - d. [Approval of all meeting minutes motioned by Baki and seconded by Drew](#)
  - e. [Minutes for all meetings approved unanimously](#)
- VI. Team Building (Bruno) 08:20 (30 mins)
  - a. Group 4 was the winner of the Dinosaur team building challenge
- VII. YEA Individual Award of Excellence (Madison) 08:50 (5 mins)
  - a. Jeanette Hay, Personal Development, Region VIII, Monterrey Chapter
  - b. Elise Backstrom, Professional Development, Region X, Central Arizona Chapter
  - c. Christine Smith, Outreach, Region III, Lehigh Valley Chapter
- VIII. Coordinating Officer and Board Ex-Officio (Ron) 08:55 (10 mins)
  - a. Ex-O presentation via PPT also on Basecamp
  - b. ASHRAE now has letters of appreciation to employers supporting your ASHRAE involvement
  - c. Nominations are needed for good people to roll on to committees/talk to Ron or YEA ExCom
  - d. DE&I is a board level committee
  - e. Decarbonization-Task Force for building Decarbonization (TFBD) has been approved in Toronto to implement strategy, direction and successful products
  - f. First standard is on Aerosols
  - g. They meet tomorrow at 8am
  - h. GAC-100 plus events planned/held
  - i. Government Outreach event is the new name that replaced G.O.D
  - j. Standard 241: Control of Infectious Aerosols was just approved in the last 100 days
  - k. World Refrigeration Day -June 26, 2023-raises awareness to refrigeration and hvac
- IX. Motions (Madison) 09:15 (10 mins)
  - a. YEA Committee
    - i. Honor Ralph Kison (Madison, Carrie Anne) – **ATTACHMENT E**
      - 1. Motioned by Carrie Anne and seconded by Madison
      - 2. MOTION PASSED: 16-0-1 CV
      - 3. Will request that Members Council refer the motion to H&A
    - ii. Discounted registration at Conferences for TC members (Elise, Chris, Liz)
    - iii. Discounted registration for YLI at developing economies rates (Carrie Anne, Ron, Jeanette, Madison)
  - b. Referred
    - i. CRC Motion 17 from Region X, San Jose Chapter:
      - 1. That during ASHRAE Society Year 2022-2023, a method be established and implemented to provide the ability for ASHRAE members seeking mentorship to discover mentors via an online database with other ASHRAE members willing to be mentors by matching certain criteria indicated by

- both the mentee and the mentor via online application forms.
- 2. STATUS: At College of Fellows for review
- 3. Discussion: No further action at this time will be following up next society year
  - a. Loss funding from COF
  - b. Look at setting a pilot program at the regional or chapter level
  - c. Host a meet your RVC at the CRCs
- ii. CRC Motion 26 from Region XII, Brazil Chapter:
  - 1. That the YEA Committee set PAOE item YEA12 to have each YEA scholarship applicant be worth 25 points with a 200 maximum point threshold, effective July 1, 2023.
  - 2. STATUS: At YEA Committee for review
  - 3. Need to vote
  - 4. Currently PAOE points for YEA12 are 100 points for nominations (no maximum)
  - 5. Discussion: YEA12 was reviewed and changed
    - a. Some PAOE points do not have maximums so the idea to change the points is to put a cap
    - b. Limiting the number of PAOE points may help to get more qualified applications to review
    - c. Each application was worth 50 points and YEA would like to change this in the 23-24 year to keep the maximum high
    - d. Motion to edit the
- iii. CRC Motion 50 from RAL, Lebanese Chapter:
  - 1. That cost of ASHRAE Standards for Young Engineers be reduced by 50% for YEA members for ASHRAE Standards (Soft Copy); especially for engineers who are not part of a big organization (over 100 employees)
  - 2. STATUS: At Finance Committee for review
  - 3. DISCUSSION: just an FYI for YEA Committee
    - a. Want to make services more accessible

**X. Liaison Updates (Madison) 09:25 (15 mins)**

- a. Liaison Update from SA – (Keiron) (SA-Jared Larson)
  - 1. No updates
- b. Liaison Update from CTTC – (Paul) (Rhiannon Masterson – Staff)
- c. Liaison Update from TC – (Liz) (Steve Hammerling – Staff)
  - i. Open to have a YEA TC liaison
  - ii. Encourage YEA to pick a TC to attend
- d. Liaison Update from MP – (Paul) (MP-Jonathan Smith)
  - i. CL report: MP Goal 6% only achieve 3.8 % change to regular member.
  - ii. Dues paying members decreased 19%
  - iii. Motions full dues paying members international-will work with Paul after the meeting
  - iv. DE&I motion-MP does not have specific numbers but want to know how to promote
  - v. DE&I and YEA- Marie will get with MP after meeting to discuss
  - vi. Waiting for new liaison of MP to be selected

- e. Liaison Update from TEC – (Kim) (Kim/Karen Murray – Staff)
    - i. Vanessa is the new liaison
  - f. Liaison Update from CEC – (Joshua) (Tony Giometti – Staff)
    - i. Concerned with the age of the people coming to the conference.
    - ii. Need YEA to push for more YEA members to attend the Annual and Winter as well as the Topical Conferences
  - g. Liaison Update from RP – (Lukas) (Julia Mumford – Staff)
    - i. RP is has raised \$9031 last year/ \$14,000
  - h. Liaison Update from GAC- (Paul) (GAC-Colin Laisure-Pool)
    - i. 130 GAC events planned for the year
    - ii. Would like to get more engineers in the room to make changes.
    - iii. ASHRAE Caricom did a GAC outreach event
  - i. Liaison Update from H&A- (Emmy Sherrif) (H&A-Alyse Falconer)
    - i. Emmy will be the new liaison effective 23-24
  - j. Liaison Update from BEQ – (Keiron) (BEQ – John Constantidine)
    - i. Green Globes for New Construction 2021 (NC21) has adopted ASHRAE Building EQ as design for international projects to evaluate building energy performance
    - ii. The Green Building Initiative’s Green Globe rating systems for new construction and existing buildings added alternate pathways for ASHRAE Building EQ as an alternative to Energy Star
    - iii. Distinguished Lecturers available for training for chapters and committees on BEQ
  - k. Liaison Update from DEI – (Madison/Alekhyia)
    - i. Every chapter has 2 ambassadors
    - ii. New liaisons will be Marie and Baki
    - iii. ASHRAE Staff has developed calendars to avoid conflict
- XI.** CIBSE Report (Jake) 09:40 (5 mins)
- a. Sundara Gurushev is the new co-CIBSE liaison
- XII.** Ad Hoc: Decarb Challenge Fund (Zach) 09:45 (5 mins)
- a. \$50,000 to be approved by the board at this conference
  - b. Award will be between \$1000-\$10,000
  - c. Applications will be open July 1<sup>st</sup> to November 30<sup>th</sup>
  - d. Ginger will announces at the Presidential speech
  - e. Please keep all Decarb Challenge information confidential until officially approved by the BOD at this meeting
  - f. Zach Alderman is the consultant heading this challenge for the next year
- XIII.** Request from Planning Committee (Madison) 09:50 (5 mins)
- a. Brainstorming on where we think ASHRAE Society will be heading in the next 1, 3, 5, 10, 20 years
1. Stephanie Kunkel is the Chair of Planning
- b. Form Ad Hoc
  - c. Volunteers: Joshua, Emmy, Elise Kiland, Chris, Ben Oliver, Liz
  - d. Elise Kiland will be the Chair
  - e. Liaison: Madison Schultz
- XIV.** BREAK 09:55 (10 mins)
- XV.** Regional Updates/RVC Pecha Kucha 10:05 (82 mins)

- a. Region I: Elizabeth Jedrlinic
  - i. Consist of 13 chapters/largest is Boston and NYC
  - ii. 22% of region I is YEA
  - iii. Challenges:
    - 1. CRC attendance only 5 chapters came
    - 2. RVC Planning/Engagement/ Sparse communication with YCCs
    - 3. Regional vs Committee expectations
    - 4. YCCs missing CRC
  - iv. Goals for next year:
    - 1. setup calls for other RVCs;
    - 2. visit at least 2 more chapters;
    - 3. teach new RVC
- b. Region II: Alekhya Kaianathbhatta
  - i. Incoming Region II-Ben Oliver
  - ii. Attending Regional planning meeting/President training
  - iii. Toronto is the largest chapter/Windsor is the smallest
  - iv. YCC Communication-work on improving
  - v. Region II has Scholarships available for YLWs/YLI and Winter and Annual Conference
  - vi. Challenges:
    - 1. No reply to emails-cc chapter president to get response
- c. Region III: Carrie Anne Monplaisir
  - i. Incoming Region III-Tyler Berry
  - ii. Membership is going up since the pandemic
  - iii. Looking to increase the \$1000 scholarship for the Region III
  - iv. Challenges:
    - 1. CRC Workshop attendance
    - 2. Getting YCC for chapters
- d. Region IV: Kim Pierson (Ben Bingham)
  - i. Not available
- e. Region V: Paul Fernandez
  - i. Goal:
    - 1. Want to increase Region V attendance at YEA events in the 23-24 year
  - ii. Challenges:
    - 1. Communications to YCC: Emails
    - 2. Poor attendance for monthly meetings
    - 3. Chapters w/o YCCs
    - 4. Low to no participation in YLWs, CRC, LeaDRS
- f. Region VI: Drew Samuels
  - i. Approval of an Annual scholarship of \$1500 to send YEA members to YLWs/YLIs
  - ii. Challenge:
    - 1. Only 3-4 chapters attend the monthly chapters
    - 2. Smaller chapters participations
    - 3. Lack of engagement
- g. Region VII: Robert Hangen
  - i. Incoming RVC for Region 7 is Blake Forsythe
  - ii. AIA did a joint event with East TN and Memphis chapters
  - iii. High Notes:

- 1. Membership has increased by about 15%
    - iv. Challenges:
      - 1. YCC communication has been sparse
      - 2. Regional communication is occasional
      - 3. 5 YCC chair positions vacant
      - 4. Challenge communicating with chapter
  - h. Region VIII: Marisa Kamstra
    - i. Challenges:
      - 1. Communication with chapters especially with CIQ updates
      - 2. Getting better CRC attendance
  - i. Region IX: Marie Grace VanderVliet
    - i. Two scholarships for YLWs and LeaDRS
    - ii. Looking to pre-planning chapter visits for 23-24
    - iii. Challenges:
      - 1. traveling for chapter visits and events
      - 2. low participation on monthly calls
  - j. Region X: Elise Kiland
    - i. Challenges:
      - 1. Three chapters loss over 10% membership
      - 2. Unresponsive YCCs
  - k. Region XI: Cailin Noll
    - i. Region XI will now sponsor one person to attend a YLW
    - ii. Challenges:
      - 1. Low CRC attendance by YCCs
      - 2. YCC transfer of information
      - 3. Inactive chapters
      - 4. Volunteer burnout
      - 5. Lack of Employer support
  - l. Region XII: Keiron Dharmanash Nanan
    - i. Challenges:
      - 1. YCC communication
  - m. Region XIII: Lukas Chak Mou Lam
    - i. Challenges:
      - 1. Language barriers
      - 2. COVID restrictions limited a lot of activities/engagement
  - n. Region XIV: Joshua Vasudevan
    - i. Challenges:
      - 1. YCCs unaware of who and what the RVC does
      - 2. Smaller chapters struggling
      - 3. Cannot gain and/or retain members
      - 4. Sponsorship for YLI and LeaDRS
  - o. RAL: Eman Mamdouh Abu-Taleb (not available)
- XVI.** Brainstorming in Breakout Groups and Present 11:27 (25 mins)
- XVII.** LUNCH BREAK 11:52 (58 mins)
- a. Grab food to-go for a working lunch
- XVIII.** YEA-Related Meetings and Events during the Conference (Madison) 12:50 (5 mins)
- a. Please note that room assignments may change, so please check the schedule (either in your printed program or the ASHRAE 365 app) to confirm a meeting's location.

b. Overview of the YEA-related meetings during the conference:

Date	Time (EDT)	Meeting	Location	Attendance
Friday 23 June	8am-12pm	Finance Committee	Tampa Marriott Waterside, Meeting Room 10 (3)	Encouraged
Friday 23 June	6-6:30pm	Leadership U Meet & Greet	JW Marriott Tampa, Westshore (3)	Encouraged
<b>Friday 23 June</b>	<b>7-9pm</b>	<b>Committee Dinner</b>	<b>Spain Restaurant &amp; Toma Bar</b>	<b>Required</b>
<b>Saturday 24 June</b>	<b>8am-3pm</b>	<b>Committee Meeting</b>	<b>Tampa Marriott Waterside, Meeting Room 12 (3)</b>	<b>Required</b>
Sunday 25 June	10:30am-12pm	College of Fellows Meeting	Tampa Marriott Waterside, Meeting Room 12 (3)	Encouraged
<b>Sunday 25 June</b>	<b>4-6pm</b>	<b>YEA Hospitality Reception</b>	<b>Tampa Marriott Waterside, Terrace Room</b>	<b>Strongly Encouraged</b>
Tuesday 27 June	8:15am-12pm	Members Council	Tampa Marriott Waterside, Florida Salon V (2)	Encouraged
Wednesday 28 June	9:30am-11:00am	Leadership U and LeaDRS Wrap-Up Breakfast	JW Marriott Tampa, Adamo (3)	Encouraged

c. Overview of conference sessions that are either presented or sponsored by YEA:

Date	Time	Presentation	Location
Sunday 25 June	8-9am	Seminar 1: Introducing Standard EP653: HVAC for Indoor Plant Environments without Sunlight	JW Marriott Tampa Water Street, Tampa Bay
Sunday 25 June	9:45-10:45am	Seminar 6: ASHRAE Conference Crash Course	JW Marriott Tampa Water Street, Tampa
Monday 26 June	9:45-10:45am	Seminar 30: Workplace Retention in a Post Pandemic Global Economy	JW Marriott Tampa Water Street, Tampa Bay
Tuesday 27 June	1:30-3pm	Panel 5: LIVESTREAM: YEA Mentorship Panel Discussion with College of Fellows	JW Marriott Tampa Water Street, Tampa Bay

**XIX.** Review of 2022/2023 MBOs (Madison) 13:00 (30 mins)

a. **ATTACHMENT F**

b. Item 18- Grading rubric was developed and used for the first time by the Professional

**XX.** Executive Session (Madison) 13:30 (10 mins)

**XXI.** New Business (Baki) 13:40 (2 mins)

a. Incoming YEA Executive Committee

i. Branislav (Baki) Cvijetinovic– Chair

ii. Bruno Martinez – Senior Vice Chair

iii. Elise Kiland – Junior Vice Chair

b. Subcommittee Organization for 2023/2024 13:42 (5 mins)

Professional Development		Personal Development		Outreach Development	
Chair	Region I Elizabeth Jedrlinic	Chair	Region XI Callin Noll	Chair	Region VIII Marisa Kamstra
	Consultant Zach Alderman		At Large Member Chris Kriebs		At Large Member Chris Kriebs
	Consultant Madison Schultz		Region IX Marie Grace VanderVliet		CIBSE Consultant Jake Lenahan
	Region XIII Chak Mou (Lukas) Lam		Region XII Keiron Dharmanash Nanan		Region VI Drew Samuels
	Region V Paul Fernandez		Region III Tyler Berry		At Large Member Eman (Emmy) Sharif Mohommad
	At Large Member Eman (Emmy) Sharif Mohommad		Region II Benjamin Oliver		Region XIV Joshua Vasudevan
	RAL Money Khanna		Region VII Blake Forsythe		Region X Elise Backstrom
	Region IV Ben Bingham				

- c. WhatsApp Groups 13:47 (2 mins)
- i. Committee and Subcommittees
  - ii. Will be updated with the incoming RVCs
- d. MBOs for 2023/2024 13:49 (26 mins)
- i. **ATTACHMENT G**
  - ii. Item# 8- moved the goal from 1000 to 1200 social media followers
    1. Elise Backstrom will be taking on managing social media
- e. MOP 14:15 (30 mins)
- i. **ATTACHMENT H**
  - ii. Ad hoc committee set up and reviewed the MOP and updated it
  - iii. Amendment to change section 6.2 item e: change the wording non-voting to Voting member Motioned: Madison/ Seconded: Marisa
  - iv. Vote: 15-0-0 CNV
  - v. The Amended Motion-add item L to section 6.2 of YEA MOP to the duties of the chair to
  - vi. Motioned: Drew/ seconded: Chris
- XXII.** Next Meetings (Madison) 14:45 (5 mins)
- a. YLI in Galway – 11-13 August 2023
  - b. YLW Fall in Chicago – 27-29 October 2023
  - c. Winter Meeting – 20 January 2024 in Chicago
- XXIII.** Adjournment (Madison) 14:50 (0 mins)
- XXIV.** SubCommittee Sessions 14:50 (10 mins)