

**Young Engineers in ASHRAE Committee Minutes
2024 Winter Conference, Chicago, IL
Saturday 20 January 2024, 8:00am-3:00pm CST**

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Minutes

(times are listed in 24-hour format, CST)

- | | | |
|-------------|--|----------------|
| I. | <u>Call to Order (Baki)</u> | 08:00 (5 mins) |
| | a. Review of Agenda | |
| | b. Hybrid Meeting Meeting Etiquette: | |
| | i. Sign in to Zoom: <i>Reg XX – Name</i> | |
| | ii. Virtual attendees: | |
| | 1. Camera on when possible and professional | |
| | 2. Please remain muted when not speaking | |
| | 3. Use hand raising feature | |
| | a. Jr. Vice Chair (Elise) to advocate in the room | |
| | iii. Etiquette and Tips from ASHRAE’s Communication Committee can be found here . | |
| | iv. Raise hand. Wait to be recognized by Chair. | |
| | 1. Be inclusive, please limit sidebar conversations. | |
| | v. Utilizing Simplified Rules of Orders (ATTACHMENT A) | |
| | c. ASHRAE Code of Ethics Commitment | |
| | i. <i>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.</i> | |
| | ii. (Code of Ethics: https://www.ashrae.org/about/governance/code-of-ethics) | |
| | iii. (Core Values: https://www.ashrae.org/about/ashrae-s-core-values) | |
| II. | <u>2023-2024 Roster Role Call (Jeanette)</u> | 08:05 (5 mins) |
| III. | <u>Approval of Minutes from the 2023 Annual Meeting – Tampa (Baki)</u> | 08:10 (1 min) |
| | a. ATTACHMENT B | |

- b. Motion to approve Paul F and second Marisa
- c. Vote pass unanimously
- IV. Group Photo 08:11 (15 mins)**
- V. Introductions (Baki) 08:26 (9 mins)**
 - a. ExCom
 - i. Highlight of the year
 - b. New RVCs
 - i. What has been the most surprising or unexpected part of your first year?
 - ii. Ben Oliver-Region II
 - iii. Tyler Berry- Region III
 - iv. Ben Bingham-Region IV
 - v. Blake Forsythe-Region VII
 - vi. Elise Backstrom-Region X
 - vii. Money Khanna-RAL
 - viii. Eman Sherif Mohamed-Member-at-Large
 - c. Visitors
- VI. Team Building (Elise, Baki, Bruno) 08:35 (35 mins)**
- a. Story Telling Competition
- VII. Coordinating Officer and Board Ex-Officio (Ron) 09:10 (15 mins)**
 - a. Ex-O presentation via PPT also on Basecamp
 - b. DEI section by Mindy Gulati at the conference-2024 Chicago
 - c. Government Outreach Day formerly Day on the Hill to get ASHRAE more involved.
 - i. GAC goal is to do 100 outreach days
 - ii. encourage meetings with your senator and/or congress member
 - d. ASHRAE Research requests funds for the better of the organization
 - e. Building Decarb Task Force will be changing soon based on new information being developed and provided
 - f. ASHRAE Tech Portal: has been updated to give more accurate information and convenient.
 - g. AHR Expo will kick off Monday in Chicago at McCormick Place
 - h. See Ron or Baki for ways to stay involved in ASHRAE
 - i. TC involvement is improving among YEA members
 - j. Media Inquiries-all must go through Ginger Scoggins
- VIII. Liaison Updates (Baki) 09:25 (15 mins)**
 - a. Liaison Update from CEC – (Joshua) CEC – Tony Giometti
 - i. Smartstart had 8 people last winter conference 2023
 - ii. 673 YEA Members at the 2023 Atlanta Conference about 20% of total conference attendee
 - iii. 370 at the 2023 Annual conference
 - b. Liaison Update from CTTC – (Paul) CTTC – Rhiannon Masterson
 - i. CTTC is looking at YEA to be more involved across the chapter level and looking to diversify with more women
 - ii. Looking to strategize to have more inclusion of diversity in programs offered to society and YEA
 - iii. Increase the numbers on YEA for DLs
 - c. Liaison Update from GAC – (Paul) GAC – Jacob Carson
 - i. Goal of 100 outreach days for the year
 - ii. Tracking about 100 bills currently that may be aligned with ASHRAE interest

- iii. Looking for ASHRAE members to that can help push the bill along in their state
 - iv. Looking for more YEA involvement
- d. Liaison Update from H&A – () H&A – Alyse Falconer
 - i. YEA Individual Award of Excellence will now be given out at the Plenary starting the 2024 Annual Conference- Indianapolis
 - ii. Ben Bingham will be the H&A liaison
- e. Liaison Update from MP – (Paul) MP – Fiona McCarty
 - i. MP Survey- please have YEA members participate so they will be adjusting the age brackets
 - ii. Request feedback on the MP Survey
 - iii. MP is looking at YEA and retention relationships and how to keep YEA involved and DEI initiatives
 - iv. Look at meeting up to attend local PRIDE parades at the Annual Conferences
- f. Liaison Update from RP – (Lukas) RP – Julia Mumford
 - i. No update
- g. Liaison Update from SA – (Keiron) SA – Shaun Nienhueser
 - i. Student/YEA Mixer is on Sunday this Conference from 1-3pm
- h. Liaison Update from TC/TAC – (Liz) TC – Kevin Marple
 - i. Working on gathering data on YCCs/YEA involved in TCs
 - ii. If you join a TC, you need to be a corresponding member after 2 years you will be dropped from the TC
 - iii. Work with the chairs to make the TCs more welcoming to new members
 - iv. In the future want to make the process automated to move Provisional Members to Corresponding members
 - v. Send interested YEA members to TC 1.4 doe more beginner information
- i. Liaison Update from TEC – () TEC – Karen Murray
 - i. Certifications is interested in putting on a webinar
- j. Liaison Update from BeQ – (Keiron) BeQ – John Constantinide
 - i. BEQ is no longer a standing committee
 - ii. Energy Genius Award being reviewed and developed
- k. Liaison Update from DEI – (Marie/Baki)
 - i. There is a Forum at 9:45 Monday at this conference
 - ii. DEI consultant at this conference to get more information on ways to help increase diversity
- l. Liaison Update from Social Media-Internal– (Lukas)
 - i. None at this time

IX. Ad Hoc Updates (Baki)

09:40 (5 mins)

- a. Decarb Challenge (Zach)
 - i. We received 43 total applications
 1. 8 COF helped with the grading in addition to YEA committee members
 2. 9 top candidates that won and will receive the award/funding
 3. Board approved additional funds in the amount of amount \$15000.00 extra plus the original \$50,000
 4. Every region submitted applications except Europe
- b. Planning Committee Ad Hoc (Elise K./Madison)
 - i. ASHRAE is in the process of updating their Strategic Plan for the next 15-30 years
 - ii. A mind map was created by YEA and the INI subcommittee

- iii. A lot of interest in a Shadow Program/mentoring program with in ASHRAE
- iv. Strategic Planning Consultant here at the conference to get more ideas

X. CIBSE Report (Jake/Sundara/Erato) 09:45 (5 mins)

CIBSE Global Chair-Erato

YEA is trying to set up meetings with Fiona Cousins to see how CIBSE and YEA can work together on future events

Baki attended the CIBSE /YEN Gala in Glasgow in November 2023 and CIBSE would like to continue to have YEA members to attend this event

CIBSE is interested in doing more joint events

CIBSE Conference is looking to plan another event in the future maybe Austraila or another location- Last one was in Malaysia which Vanessa Friedberg attended

CIBSE Global Meetings looking for YEA members who may want to join to speak (always on line monthly or bi-monthly)

XI. Motions (Baki) 09:50 (20 mins)

- a. Motion #1- ASHRAE to accept international currencies from five countries**
- b. Update: Draft of this motion was sent to the Finance committee and it was advised that it is too expensive for ASHRAE to do at this time
- c. Looking in to getting this motion passed to another avenue or group because it is still deemed an important issue for several international members
- d. Look at collaborating with the Planning Committee to see if YEA can get this motion passed another way
- e. There is a lot of rules and regulations to set this up/ ASHRAE would have to setup a physical location in the country that the currencies is in and at this time ASHRAE cannot do
- f. Cryptocurrency has not been discussed with finance committee at this time.
- g. Motion #2- Topical Conferences Funding for the 2024-2025 Society Year and possibly beyond**
- h. Currently reviewing the budget from the past topical conference to see how much to request and who to request it from.
- i. Aiming to present to Finance Committee for their March 2024 meeting

XII. BREAK 10:10 (20 mins)

XIII. Subcommittee Updates (Baki) 10:30 (45 mins)

- a. Professional Development (Liz)
 - i. Anything additional from the pre-conference call
 - 1. Shifting the Annual Conference Presentation like Pyschometrics
 - a. Put on more topics that are helpful to YEA members (presenter does not have to be YEA)
 - 2. Personal would like to coordinate with Professional to put on future webinars
 - ii. Top 3 Highlights of the year so far
 - 1. Successful topical conference
 - 2. Successful attendance record for monthly meetings
 - 3. Great job with the grading and reviewing of awards
 - iii. Challenge of the year so far
 - 1. Time zones difference
 - 2. Getting to know each other
 - iv. Thing you need help with
 - 1. Nothing at this time

2. The HVAC design scholarship could use more help from people outside of the US
 3. Region XII have had workshops on how to fill out the application
 4. Revamping grading rubric for some of the awards and the HVAC Scholarship
- b. Personal Development (Cailin)
- i. Anything additional from the pre-conference call
 1. YEA Membership related to the ASHRAE membership is down and we need to look at ways to increase YEA membership
 - ii. Top 3 Highlights of the year so far
 1. 2023 Fall Chicago when really well
 2. Mentor -Mentee workshop with happened Monday at the 2024 Winter Conference
 3. 2024 YLW 2.0 in Park City, Utah registration is open.
 - iii. Challenge of the year so far
 1. 2024 Spring Mexico City is struggling to fill spots/ registration closes February 1st
 - iv. Thing you need help with
 1. Coming up with funds to create scholarships for more people to attend
 2. Look at offering a discounted rate for individuals that don't need to stay in the hotel
 3. Look at earmarking Full Circle donation to YEA Endowment
 4. Look to see if another region can provide funds to another region
 5. Have RVC to make a motion to their region to send more people to YLWs and YLIs
- c. Outreach (Marisa)
- i. Anything additional from the pre-conference call
 1. Up to 944 Instagram followers
 2. Look into having a YLI 2.0 aboard
 3. Looking at collaboration opportunities with other organizations
 - ii. Top 3 Highlights of the year so far
 1. YLI 2023 Galway was successful
 2. YLI 2024 Singapore-registration is open now until April 17, 2024
 - iii. Challenge of the year so far
 1. Redrafting currency motion
 2. Reconnecting with CIBSE and AIA
 3. Finding time zones for everyone to meet
 - iv. Thing you need help with
 1. Help with promoting events
- XIV.** 2024-2025 PAOE Points (Bruno) 11:15 (20 mins)
- a. PAOE Recommendations
 - b. Approved the referred motion from Brazil
- XV.** LUNCH BREAK 11:35 (35 mins)
- XVI.** Meetings and Events 12:05(5 mins)
- a. Please note that room assignments may change, so please check the schedule in the ASHRAE 365 App.

Date	Time	Meeting	Location	Attendance
Friday 19 January	6-6:30pm	Leadership U Meet and Greet	Marriott Marquis, Geography (2)	Encouraged
Friday 19 January	7-9pm	Committee Dinner	Pizano's Pizza- 2106 S. Indiana Chicago, IL 60616	Required
Saturday 20 January	8am-3pm	Committee Meeting	Marriott Marquis, Journalism (2)	Required
Sunday 21 January	9:30-11:30	ASHRAE/AHRI Joint Exposition Policy Committee	Marriott Marquis Chicago, Henry Clarke (3)	Encouraged
Sunday 21 January	10:30am- 12pm	ASHRAE College of Fellows Meeting	Marriott Marquis,, Daniel Burnham AB (3)	Encouraged
Sunday 21 January	2-3:30pm	Student/YEA Mixer	McCormick Place West, W183ab (1)	Recommended
Sunday 21 January	4-6pm	YEA Hospitality Reception	Marriott Marquis, Grand Horizon B (4)	Recommended
Tuesday 23 January	8:15am- 12pm	Members Council	Marriott Marquis, Grand Horizon C (4)	Encouraged
Wednesday 24 January	9:30- 11:00am	Leadership U Wrap-Up Breakfast	Marriott Marquis, Culture (2)	Encouraged

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

Date	Time	Presentation	Location
Sunday, 21 January	9:45 AM – 10:45 AM	Seminar 5: ASHRAE Conference Crash Course	Marriott Marquis, 2nd flr, Great Lakes B
Monday 22 January	8-9:30 AM	Seminar 20: Best Practices of the Mentor- Mentee Relationship	Marriott Marquis, 2nd flr, Great Lakes C

- XVII.** MBOs 12:10 (30 mins)
- a. Review of Progress to Date
 - b. Update on Basecamp
- XVIII.** Executive Session (Baki) 12:40 (5 mins)
- a. YEA Award of Individual Excellence
 - i. Vote: 20-0-0, passed unanimously, CV
- XIX.** New Business (Baki) 12:45 (10 mins)
- i) Mentorship Program Revamp
 - (1) Upcoming meeting with AIRAH in February 2024
 - (2) Liz, Cailin, Paul, Erato (CIBSE) would like to be on the call
 - ii) Incident Report Contacts (ASHRAE365 App)

- (1) Want to make sure everyone is comfortable to using the Contacts in the app to make all incidents know so that ASHRAE can address them accordingly
- (2) If you see something say something even if it is not happening to you directly
- iii) Handbook Training
 - (1) Sunday @ 8am at the 2024 Winter Conference
 - (2) Handbook Committee is asking for YEA members to be Handbook subcommittee chairs
- iv) Future Strategic Planning for ASHRAE (**ATTACHMENT C**)
 - (1) CTTC would like to provide more value to YEA members by getting the DLs more involved and would like to know how they can make the process better
 - (a) DL coaching program could possibly be established
 - (i) Info sessions already in place and they happen twice a year currently and they are promoted on the ASHRAE.org website
 - (ii) There is an option to customize the current program
 - (iii) YEA would like to have the opportunity to sit down with a DL or CTTC to figure out where to go/what to do to get started
 - (b) Possibility of creating a How to Become a DL brochure
 - (2) MBOs should be able to be linked to one of the Strategic Planning goals

XX. Announcements (Baki) 12:55 (5 mins)

- a. Reminder to send CRC YEA workshop sign-in sheet to Jeanette
 - i. Awaiting Spring 2024: Regions VI, VIII, & XI
 - ii. Missing from Fall 2023: Regions I, VII, RAL
- b. Upcoming Events
 - i. Leadership U
 - 1. 2024 Annual Conference-Indianapolis
 - 2. Applications open January 20th- March 20th, 2024
 - ii. YLW 1.0
 - 1. 22-24 March 2024
 - 2. Mexico City, Mexico
 - 3. Registration Open until February 1st
 - iii. YLW 2.0
 - 1. 3-5 May 2024
 - 2. Park City, Utah
 - 3. Registration open January 15th -March 17th, 2024
 - iv. YLI 2024
 - 1. 18-20 October 2024
 - 2. Singapore, Singapore
 - 3. Registration opened January 17th -April 17th, 2024
- c. Submit sessions for Annual Conference 2024 (Indianapolis) by Monday, February 26, 2024
- d. ITMA is accepting applications for a scholarship

XXI. Next Meeting (Baki) 13:00 (1 min)

- a. Annual Meeting (Indianapolis) – Saturday 22 June 2024, 8am-3pm CST

XXII. Adjournment (Baki) 13:01 (1 min)

XXIII. Sub-Committee Break-Out Sessions 13:02 (78 mins)