

**AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING
ENGINEERS, INC.
1791 Tullie Circle, NE / Atlanta, GA 30329
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TC/TG/TRG MINUTES COVER SHEET

(Minutes of all TC/TG/TRG Meetings are to be distributed to all persons listed below within 60 days following the meeting.)

TC/TG/TRG NO. TC 1.12

TC/TG/TRG TITLE Moisture Management in Buildings

DATE OF MEETING Jan 27, 2007 LOCATION Dallas

MEMBERS PRESENT	YEAR APPTD	MEMBERS ABSENT	YEAR APPTD	EX-OFFICIO MEMBERS
Neil Leslie	2006?	Ron Bailey	2005	
Jeff Traylor	2003	Bede Wellford	2004	
Achilles Karagiozis	2004	Andre O Desjarlais	2005	
Paul Shipp	2004	Charles Dorgan	2002	
Lewis Harriman	2003	Leonard Damiano	2005	
Hartwig Kunzel	2002			
John Murphy	2002			
Mike Hayes	2004			
Ray Patenaude	2003			
Carl Lawson	2005			
Elia Sterling	2004			
CORRESPONDING MEMBERS PRESENT		CORRESPONDING MEMBERS ABSENT		ADDITIONAL ATTENDANCE
Hollace Bailey	2004	Mary Scoggins	2005	Alex McGowan
Elizabeth Jones	2005	Mark Lentz	2005	Bruce Lindsay
Alberto Sanchez	2005	Doug Abramson	2002	Mark M. Anderson
Rod Lewis	2006?	Charles Culp	2002	Boualem Ouazia
Anton TenWolde	2006?	Chad Dorgan	2005	Wahid Maref
Larry Elkin	2006?	Stephen Barefoot	2004	Douglas Kosar
Andras Holm	2006?	Lou Kelter	2004	Tom Ferdelman
		Mikael Salonvaara	2002	Wane Baker
		Gil Avery	2003	Holcombe Kelley
				Sam Glass
				Steve Hay
				John Davis

DISTRIBUTION

All Members of TC/TG/TRG plus the following:

TAC Section Head:	Charles Wilkin
TAC Chair:	Patricia Graef
All Committee Liaisons As Shown On TC/TG/TRG Rosters:	
Manager Of Standards Manager Of Research & Technical Services	Claire Ramspeck Mike Vaughn

TC 1.12- Moisture Management in Buildings – Dallas Jan 27, 2007

1. Call to Order – Self Introductions
 - a. Check for Quorum - 11 voting members out of 16
 - b. We have 1 international member – Harwig Kunzel
2. Approval of the Agenda
3. Approval of the minutes of the Quebec City Meeting were distributed to members and approved with the correction to the date and city.
4. Announcements and Chairman’s Report –
 - a) Speakers now only get the day of their talk paid
 - b) Goals and Objectives for TC 1.12 for the coming year
 - a. Carl has put them together
 - b. Passed them out and reviewed them briefly (6th year of our committee)
 - c. Committee should review and prepare ideas to complete
 - c) ASHRAE position paper on Minimizing Indoor Mold Problems through Management of Moisture in Building Systems –that members of our committee wrote .(<http://www.ashrae.org/publications/detail/4300>) needs to be reviewed for up to date information in the table at the end of the document. Ray Patenuade to volunteer to start checking the references listed in there.
 - d) 2 programs going on here – see the Programs Committee list below for details
5. Chuck Wilkins – from TAC
 - a. Hot and Humid Climates design guide, special pubs – Lew will be author/ editor for ASHRAE - project monitoring committee has been set up.
 - i. Lew is looking for info to include...
 - ii. Aggressive schedule - 2 phases,
 1. Interim guide ready for sale by this time next year (need approved, reviewed text done by Aug. 2007)
 2. Final guide ready 2 years from now (need approved, reviewed text done by Aug. 2008)
 - iii. Expected length of final document – 500 pgs.
 - iv. Comes out of Terry Townsend’s practice and his trips as president to Far East and Middle East... Hot and Humid is a major climate zone that requires guidance – lots of new buildings with AC going up in this climate zone
 - v. Co-publishers – Elsevier (will pay for publishing) – not enough funding available from ASHRAE, so Lew got co-sponsors to help fund it already –Still looking to get additional funding from DOE if possible (Pacific Rim areas)
 - vi. Lew is working on an outline currently (revised from his current) will be in English and SI units. English translation to start – then...?potential for translation
 - vii. Project committee members – some are funders of the project – could they provide info to Lew? (contributors)

6. Sub-Committee Reports

Program	Carl Lawson	Neil Leslie - New chair
Handbook	Lew Harriman	Holly Bailey - New chair
Membership		Paul Ship – New chair
International Member		
Web Master	John Murphy	

Research	Elizabeth Jones	
Journals and Insights	Larry Elkin	
Building Envelope		
Systems / Equipment	John Murphy	
Operations and Maintenance	Rodney Lewis	
Legal Issues	Lou Keller	

7. Sub-Committee Reports

- a. Program – Carl Lawson needs to step aside, due to other responsibilities. Neil Leslie volunteered to take over
- b. Program ideas as below are carry over's from previous plan.
- c. Neil to finalize a plan for Long Beach with titles and final speaker's names for the programs as indicated by priority here.
- d. Full committee voted to approve the Long Beach program priorities as stated here.
- e. June Meeting, Neil will have a full plan for New York and beyond.

Dallas - Jan 27-31, 2007	Chair	Participants	Notes	Pri.
Case Studies in Humidity Control Part 2	Elia Sterling	Stephen L. Brown John Murphy Rodney Lewis	Seminar 39 Tues 7:45a	
Case Studies in Humidity Control Part 1?			Seminar ? Mon	
Moisture Management in Energy Efficient Homes	Carl Lawson	Neil Leslie Christine Walker Doug Kosar Lew Harriman	Trans 12 Mon 10:45 a	
Long Beach June 23-27, 07				
Potential topic for symposium	Neil Leslie	See subcommittee report	Transactions	
Moisture Management Issues in buildings, Residential and Commercial	Holly Bailey	see subcommittee report Ray Patenaude Neil Moyer & Danny Parker? FSEC	Seminar	1
State of the Art Modeling Methods for Moisture Management in buildings	Elizabeth Jones	see subcommittee report Achilles	Seminar Approach 7.1 with this	2
New York Jan 19-23, '08				
Salt Lake City June 21-25, '08				
Chicago Jan 24-28, '09				
Louisville, Jun 20-24, 2009				

Construction Sequencing to protect Materials - preventative	Dave Shipley		drying materials on the site	
California Mold resistant bldg. materials and practices	Neil Leslie		Seminar – to Transactions TC 4.4?	
Investigating moisture problems in bldg. – tales tools and techniques	Lew		Seminar	
Why we care about concrete slab vapor retarders!	Neil Leslie		Seminar or Transaction TC 4.4?	
Dehumidification equipment for managing moisture in buildings.		Bede John Murphy Mike Hayes		
Monitor the ingress of moisture into the buildings – during construction and beyond?		David Voce – from Votec systems - Duncan		
Moisture load calcs- part load performance why not done?	Mike Hayes	Bede John		
So it's a disaster – now what? Fixing moisture problems in buildings.	Lew		Seminar	

f. Handbook – Lew Harriman

- i. Did not get done what he promised from Quebec...
- ii. Due to pressing commitments can not continue to do this...need someone else
- iii. Can we use the design guide info to create the handbook from?
- iv. Idea for the chapter – to be an abbreviated guide to the issues, not the details – more than one climate region – different than 4.2 because it addresses the interactions- arch issues, not just the envelope. Concept of the chapter for Handbook very similar to design guide – but multiple climates – no detail
- v. Holly will take on handbook and come back with a plan for the next meeting. (see basic schedule and Handbook subcommittee report attached to this report for status.)

g. Membership- Paul Shipp taking it over

h. Green Buildings -

- i. International Members- Hartwig – nothing new that hasn't been presented
- j. Web Master- John Murphy – -something new now to add to the website- Moisture Management ASHRAE position paper
- k. Residential – chair – Rodney will role it into his.
- l. Commercial – Rodney-

- m. Journal insights – Larry Elkins
 - i. Haven't been successful in getting it in there
 - ii. Fred Turner is the man to go through
 - iii. Tony Gionetti – official guy for Insights
- n. Nothing new on 62 -
- o. Research – Elizabeth Jones – looking for topics for projects – Need work statements -
 - i. Ventilation has been added to Wufi – possible evaluation of the simulation? Larry to write work statement
 - ii. Anton – has work statement from 4.4 that could use co-sponsorship – brought RTAR with him would the committee be interested? Unanimous agreement that we will support co-sponsorship. Need 2 people from the project management sub-committee – Achilles and Paul.
 - iii. Ability of our committee to participate on Project Monitoring Committees for Unsolicited projects

Regarding sub-committees and chairs - some decisions were made in Quebec – see notes below and minutes from Quebec.

- p. Building envelope
- q. Technology transfer / interchange –(eliminated – put into residential and commercial
- r. Systems/ Equipment – John Murphy – has been divided into residential and commercial – see notes above
- s. Operations and Maintenance – Rodney Lewis - eliminated and put into the residential and commercial

8. Discuss Standards relevant to this Committee –

- a. ASHRAE sets the method of test (Heat Pump- rating)
- b. ARI sets the rating points –
- c. How is it done? Truth ? Look for old articles in the Journal or Insights.

9. New Business

- a. Liability increased by sitting on ASHRAE committees? Does ASHRAE have insurance policy for the corporate officers? Ray thinks they do.
- b. Jeff Trayler - Guideline 1 It is out for publication – unless they need another public review

10. Next meeting – set up sub-committee meetings for Sat morning. 9 am project monitoring subcommittee – rest between 9- 12:30

11. Meeting was adjourned.

Action Items – Jan 2007

Neil Leslie	Develop a program plan and present it in June	
Carl	set up sub-committee meetings for Sat morning. 9 am project monitoring subcommittee – rest between 9- 12:30	

TC 1.12 Handbook Sub-committee Report

Based on conversations with ASHRAE Handbook Committee members and with Mark Owens, Holly Bailey is submitting the following plan for development of a Handbook chapter by TC 1.12.

The TC 1.12 Handbook sub-committee is currently looking for interested participants and if sufficient participants don't volunteer, I will be contacting people to assist in the tasks required. Membership on TC 1.12 is not required to participate.

This is an opportunity to affect the materials that engineers, architects, students and contractors have available to them on a daily basis! Don't miss the opportunity to make the Handbooks really be what they need to be for our membership! Contact Holly Bailey holly@baileyeng.com to become part of this effort!

A = active
P=pending
C=complete
H=hold
W=waiting on Society

Date	Goal	Task	Volunteer	Status
Winter '07	Get a plan	Contact Handbook and get the latest schedule info and instructions	Holly	C
		Develop a basic schedule and overview of tasks	Holly	C
	Build Subcommittee	Contact all TC 1.12 members and interested parties and solicit participation	Holly	P
		Establish a contact list of handbook sub-com. Members and potential contributor and reviewers	Holly	P
		Recruit!	Holly	P
	Identify topic areas	Identify all existing H chapters that address topics of interest re: Management of Moisture in Bldgs.		P
		Identify all existing and 'in-progress' standards and guidelines that address topics of interest re: Management of Moisture in Bldgs.		P
		Identify all programs, research and symposia papers from our committee and other TC's that address these topics		P
	Gather info	Gather all of the above info		P
	Define topics to be covered in our chapter	List all existing topics covered (from the info gathered)		P
		Indicate the ones already in the handbook		P
May '07		From the topics that are NOT currently in the Handbook, make an outline		P
		Add missing topics that are mandatory for 1 st time chapter		P
Jun '07	Determine character and content of chapter (s)	Sub-committee meeting Sat. 10am-1pm to Create Section names and group topics under section, etc.		P
		Determine which sections should go in what volume of the Handbook		P
		2 chapters or only 1?		P
		Finalize Section names and grouping in chapters		

		Which volume would be most appropriate?		P
Dec '07	Get ASHRAE approval	Submit a proposal for each chapter to Handbook Committee		
Jan '08		Attend meeting in NY (Sun. 9:45-1:00pm meeting) – to answer questions and get assigned a liaison		
Jan '08	Revise plan	Based on volume assignments, revise plan and writing assignments		
Jan '08	Assignments	Assign Writers		
		Assign Section Editor and Chapter Editor		
		Assign Reviewers (internal and external)		
		Assign schedule – for submittals, collating, and review		
May '08	Production	Collate ALL current content and submit to full committee as well as sub-committee and reviewers.		
June '08		Sub-committee meeting Sat. 10am-1pm to review, hear comments, revise plan and redirect chapters or sections		
Dec '08		Collate ALL current content and submit to full committee as well as sub-committee and reviewers.		
Jan '09		Sub-committee meeting Sat. 10am-1pm to review, hear comments, revise plan and redirect chapters or sections		
May '09		Collate ALL current content and submit to full committee as well as sub-committee and reviewers.		
		Eliminate topics insufficiently covered		
		Resubmit chapter content through Handbook Liaison for comments on content and length, etc.		
Jun '09		Sub-committee meeting Sat. 10am-1pm to review, hear comments, revise plan and redirect chapters or sections		
Sept '09		Start email and conference call working sessions to prepare for Jan '10 meeting		
Nov '09		Collate ALL -		
		Edit!		
		Create Index items		
		Create Reference List		
Dec '09		Submit ALL to full committee and reviewers		
Jan '10		Sub-committee meeting Sat. 10am-1pm to hash out edits		
		Assign sections to be revised and missing info		
Feb. '10		Collate edits and new info		
Mar '10		Submit everything back to reviewers		
April '10		Address comments and get resolution		
May '10		Address final comments and get resolution		
		Get TC sub-com. ballot vote of FINAL version		
		Submit final copy to all committee members		
June '10		Final TC vote		
June '10	Printing	Submit Final Chapter text to Handbook liaison		
Aug '10-		Review the proof version from HQ		

Jan '11				
May '11		Application Volume mailed out with TC 1.12's chapter in it.		

DRAFT - Not Yet Approved