

## TC 7.8 – Owning and Operating Costs Meeting Minutes

Monday, February 3, 2020, 2:15PM  
Orlando, FL

### Call to Order

Name	Company	Affiliation
Dave Meredith	Penn State	Chair
Jim Earley	Georgia Power	Member
Bruce Lindsay	Brevard Schools	CM
Ken Shifflett	DistribAire	Member
Derek Birdsall?	Carrier	Member
Greg Tinkler	Page	Member
Catherine Tinkler	CannonDesign	PCM
Keith Reihl	Reihl Engineering	CM
Sonya Pouncy	Energy Sciences	Guest
Matthew Mullen	Emcore Services	Member, Research Chair
Kevin Edstrom	Hines	Member, Secretary
Harris Sheinman	HBC Liaison	Guest
Dan Cooke	Harvard Medical School	Guest

#### 1. Introductions

- a. Review of draft minutes from June 2019 meeting in Kansas City. Minutes approved with amendments.

#### 2. TC merger

- a. Sonya Pouncy (TC 7.3 Chair) provided background, structure, publications, and ongoing initiatives of TC 7.3 Operations and Maintenance Management.
  - i. TC 7.3 currently utilizes committee for research, handbook, training committee.
  - ii. Currently TC 7.3 utilizes a chapter subcommittee chair to consolidate input from the several members group. Considering changing to a lead author format similar to TC 7.8.
- b. Sonya and Dave Meredith presented draft TC merge proposal for discussion. Discussed potential merged title, role assignments, scope description, meeting/committee structure.
  - i. Merged chapter would continue with 2 separate chapters.
  - ii. 7.8 recommends Sonya serve as chair of merged TC for continuity. Matt recommended as Vice Chair of merged TC. His familiarity with the history of TC 7.8 will be beneficial during the transition into a merged TC.
- c. Sonya and available TC 7.8 members to discuss updated draft merger proposal with TC 7.3 during their meeting tomorrow afternoon.
- d. Motion to proceed with merger approved.

#### 3. New Business

- a. Discussed need to update equipment life table published in handbook chapter. It is currently based on unverified information.
  - i. BOMA publishes equipment life based on manufacturer input and their building surveys.
- b. Discussed potential handbook section comparing cost analysis methods as they relate to varying needs and levels of detail (i.e. full LCCA vs simple).

Minutes submitted by: Kevin Edstrom

Minutes approved on:

#### **4. Website**

- b. Draft minutes from previous 2 meetings posted.
- c. Basecamp was still not set up, however the proposed merged TC would likely utilize TC 7.3's existing basecamp site.

#### **5. Roster**

- a. Greg approved as voting member.

#### **6. New Business**

- a. ASHRAE TC restructure updates:
  - i. Keith discussed potential consolidation with TC 7.3 (Operations and Maintenance Management). We would potentially be a subcommittee to TC 7.3. This would likely happen next June, so we will continue as a separate meeting in Orlando.
  - ii. Catherine Tinkler is currently on TC 7.3. They currently still operate using the outdated subcommittee structure (separate meeting for education, program, etc.). Sees opportunity to add value to TC 7.3.
    - 1. Discussed interest in negotiating seats on new committee if consolidated. Their formal TC meeting is tomorrow.

#### **7. Liaison Reports:**

- a. Section 7 – Craig Messmer
  - i. Explained merger proposal requirements (scope, title, and leadership). Requested submitting by EOD Tuesday along with the TC activity form.

#### **8. Adjournment at 4:03pm.**