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**DRAFT**

**TC/TG/MTG/TRG MINUTES COVER SHEET**

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

TC/TG/MTG/TRG No. ASHRAE TC 01.08 DATE: 07 February, 2018  
 TC/TG/MTG/TRG TITLE Mechanical Insulation Systems  
 DATE OF MEETING 22-January-2018 LOCATION Chicago, IL

MEMBERS PRESENT	Vote/ YEAR APPTD	MEMBERS ABSENT	Vote/ YEAR APPTD	EX-OFFICIO MEMBERS AND ADDITIONAL ATTENDANCE
Willis "Bill" Brayman	Yes/2017			Charles Haack
Monroe Shumate	Yes/2017			Pat Noonan
Gordon Hart	Yes/2017			Darrell Peil
Diana Fisler	Yes/2017			Steve Sanders
André Desjarlais	Yes/2015			Tim Ledden
Marcus Bianchi	Yes/2016			Jim Lambert
Charles Cottrell	Yes/2017			Bill Ronca
Art Gielser	Yes/2015			Alan Neely
Manfred Kehrer	Yes/2017			Amir Jokar
Alejandra Nieto	Yes/2015			
Charles Petty	Yes/2017			
James Young	Yes/2015			

**DISTRIBUTION**

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

TAC Section Head: Dr. Amir Jokar, PE	SH1@ashrae.net
All Committee Liaisons as Shown On TC/TG/MTG/TRG Rosters:	See ASHRAE email alias list for needed addresses:
Mike Vaughn, Manager of Research & Technical Services	MORTS@ashrae.net

**Note: These draft minutes have not been approved and not the official, approved record until approved by the TC.**

## Members & Guests Introductions and Sign In

### ASHRAE Code of Ethics Commitment – TC Chairman – Willis “Bill” Brayman

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

### Membership:

There was a total of 12 voting members and 9 signed up non-voting members present at this meeting. A quorum ( $\geq 50\%$  of total voting members) was established. Art Giesler joined at 4:30 CST completing the total voting members to 12.

### Minutes:

Minutes from the June 2017, Long Beach meeting were briefly discussed and approved as written. Gordon Hart noted that there would be a new number and title for one of the RTARs but agreed the minutes were correct as written. Andre Desjarlais moved to approve and Manfred Kehrer seconded. Motion passed 11/0/0.

### Liaison Reports:

None

### Announcements:

- Houston, TX, Annual Conference – 23 June through 27 June, 2018
- Seminar and Forum proposals for Houston are due by Friday, 09 February, 2018
- Atlanta, GA, Winter Conference & Expo – 12 January through 16 January, 2019

### Subcommittee Reports:

#### Research Subcommittee:

Andre Desjarlais conducted this meeting with 8 people in attendance. Four topics were discussed:

1. WS#1703 Vapor retarder systems. Following confusing statements from RAC and the research chair, the subcommittee has resolved to set up a telecon with RAC to determine how to rewrite this RTAR. Section Head Dr. Amir Jokar requested the TC Chair to add this **action** item to the required TC’s Activity Form to be e-mailed to Dr. Amir before Wednesday, 24 January, 2018.
2. RTAR#1761 Thermal modeling and moisture transport. This RTAR will be sent out for letter ballot with a new name and number and comments due by 01 April 2018.
3. RTAR Draft. Evaluation of sealed metal jacket. Will be sent out for letter ballot with comments due by 01 April, 2018.

#### Handbook Subcommittee: (HbSubC)

Bill Brayman accepted the responsibility as the new Handbook Chairman.

- In as much as the work for revisions to **Chapter 23** was delayed for more than 2 years, portions of HbSubC files have been updated several times with no Master copy *maintained*, in accordance with the ASHRAE Handbook “Authors and Revisers Guide, July 2017.
- Brayman will strive to assemble most of the FY2017 Subcommittee’s past work from the current HbSubC members and start a tracking system Master Copy for Chapter 23 revisions. It is estimated that the HbSubC will conduct its first, setup with ASHRAE, conference call in late March, 2018.
- The following is the current active list of the Handbook Subcommittee members:

Bill Brayman - Chair	Jim Young	Charlie Petty	Monroe Shumate
Pat Noonan	Gordon Hart	Darrel Peil	

**Program Sub Committee:**

Gordon Hart conducted this meeting.

- The proposed forum “Controlling Both Heat Loss / Gain and Moisture in Mechanical Insulation Systems while meeting minimum energy requirements” was not accepted. Chair intends to resubmit this for the Houston meeting to the Fundamentals and Applications track.
- Monroe is planning a forum to solicit problems and trends from practitioners to drive future research and programs.

**TC 1.08 Webmaster:**

Charles Cottrell is our webmaster and has maintained the following website which can be accessed on:

<https://tc0108.ashraetcs.org/>

- Charles will place Draft TC Agenda, Draft TC01.08 Minutes, and any other prudent information on this site as soon as presented by TC Chair. Maintenance of Web site will include replacement of Draft Minutes upon TC approval after the Houston meeting date for TC 1.08 Committee.

**Old business:** Bill Brayman reported his encounters with “Idle Building Syndrome” and the consequences of condensate water forming on and within CHW insulated pipe assemblies. The TC extensively discussed whether research was needed (no), whether it may be appropriate to add guidance on how to avoid this in the Chapter 23 Handbook (yes) and the possibility of a *white paper* or technical article in ASHRAE Journal may be appropriate. The last item was agreed to be a good idea, and the TC chair agreed to start dialog and explore this subject with the ASHRAE Section Head and other TCs including TC 10.3.

**New business:** Dr. André Desjarlais announced his resignation from the Research subcommittee effective by or before the June, 2018, Houston meeting. He recommended Manfred Kehrer for the position, but Manfred later declined due to business priorities. The TC chair continues to look for a Research Subcommittee chairman with the approval recommendations received from Dr. André.

**Adjourn:** A motion to adjourn was issued with unanimous voice vote acceptance.