

MINUTES
Meeting of the
ACCA-EI Standards Task Team
Tuesday, 21 February 2018
National Harbor, MD

Pursuant to a notice sent to the members and advisors of the ACCA-EI Standards Task Team, a meeting was held on Tuesday, 13 February 2018 at the Gaylord Hotel & Resort in National Harbor, MD.

STT members present were:

1. Phil Forner (Chair) Allendale Heating Co., Inc.
2. Dave Galbreath (Vice Chair)..... Seaman’s Mechanical
3. Tom Jackson..... Jackson Systems
4. Joe Pacella Ferris State University
5. Tim Offord..... Alabama Power
6. Matt Todd..... Entek Corporation
7. Danny Halel Secretary NV ACCA

STT members not present were:

1. Raymond Granderson..... Johnson Controls, Inc.
2. Brent Ursenbach..... Salt Lake County
3. Warren Lupson Lupson & Associates LLC.

Also present was:

1. Dave Bixby ACCA Consultant
2. Glenn C. Hourahan ACCA
3. Larry Spielvogel Lawrence G. Spielvogel, Inc.

1. CALL TO ORDER

The meeting was called to order at 12:08 p.m. by STT Chair Phil Forner. He welcomed the participants and guests, and thanked them for attending the meeting.

The assembled attendees introduced themselves. A roll call established that there was a quorum.

Mr. Halel advised that the ACCA EI Board of Directors previously approved the STT Scope as follows:

The scope of the Standards Task Team, of The Air Conditioning Contractors of America Educational Institute (ACCA-EI) shall be the development of standards that support the indoor environment, commercial refrigeration applications, and energy efficiency. ACCA standards shall promote comfortable, safe, and energy efficient buildings and refrigeration applications by addressing the proper design, installation, operation, maintenance, repair, and replacement of heating, ventilating, air conditioning, and refrigeration (HVACR) equipment. Recognizing that building components and systems function interactively, such standards may include optimizing the whole building as a system. ACCA standards may (1) include requirements for safety, health and well-being, design, installation, maintenance, repair; and (2) may address optimum comfort, safe and efficient operation of buildings; and HVACR systems, and (3) may address performance, or operation, or qualification of personnel.

Mr. Forner noted that ACCA’s Anti-Trust Policy was previously distributed and advised that the meeting would be held in accordance with the prescribed requirements.

Mr. Forner asked if there were any requested changes to the Agenda. Glenn Hourahan advised that he had an item to bring up under New Business related to BPI. With the addition, the Agenda was approved.

2. APPROVE MINUTES OF THE LAST MEETING

After discussion, the Committee unanimously

VOTED: TO APPROVE THE MINUTES FROM THE MARCH 2017 MEETING
 IN NASHVILLE AS WRITTEN.
 {Motion/Second: Jackson/Galbreath}

3. REVIEW OF 2017 – 2018 SIGNIFICANT STANDARDS ACTIONS

Mr. Forner noted that the Significant Standards Actions table from the past year was included in the meeting agenda, and reminded the members and guests that these are periodically updated and posted on the Standards webpage (www.acca.org/ansi).

Mr. Halel reviewed the Significant Standards Actions taken since our last meeting. See below.

<i>ACCA-EI Standards Task Team (STT)</i>		
Significant Standards Actions		
DATE	STANDARD	ACTION
Calendar Year 2017 and 2018 YTD		
2/2/2018	ANSI/ACCA 12 QH-2018	ANSI Announced Final Action Approval
12/26/2017	BSR/ACCA 15 OBD – 201x	Public Review Period closed – 9 commenters 115 comments
12/25/2017	BSR/ACCA 12 QH-201x	Public Review Period closed – No Comments
12/1/2017	BSR/ACCA 11 Manual Zr – 201x	ANSI Announces 45 day Public Review (1/15/18 close)
11/17/2017	BSR/ACCA 15 OBD – 201x	ANSI Announces extension of PR to 12/26 close (60 day public review period)
11/12/2017	BSR/ACCA 11 Manual Zr-201x	STT Approves 45 day Public Review
11/10/2017	BSR/ACCA 12 QH – 201x	ANSI Announces 45 day Public Review (12/25 close)
10/27/2017	BSR/ACCA 15 OBD – 201x	ANSI Announces 45 day Public Review (12/11 close)
10/25/2017	BSR/ACCA 12 QH	STT Approves 45 day Public Review
10/25/2017	BSR/ACCA 15 OBD -201x	STT Approves 45 day 1 st PR
6 Oct 2017	BSR/ACCA 10 Manual SPS – 2010 (RA2017)	ANSI Announced Final Action Approval (no comments)
7 Jul 2017	BSR/ACCA 10 Manual SPS-201x	ANSI Announces 45 day PR to reaffirm (Close 21 Aug)
4 May 2017	BSR/ACCA 10 Manual SPS-201x	STT Approves to Reaffirm

4. STG / STANDARDS STATUS

Mr. Halel informed the members of the status of varied ACCA Standards:

- **BSR/ACCA 4 QM – 201x:** ACCA is in the process of updating the *Maintenance of Residential HVAC Systems* standard. It will follow the format and approach as in ASHRAE/ACCA Standard 180.
- **ANSI/ACCA 11 Manual Zr- 2018:** The *Residential Zoning* manual has completed its ANSI public review and it is anticipated that ANSI will announce recognition of same within a couple weeks.
- **BSR/ACCA 16 Manual E – 201x:** With Manual Zr completed, ACCA has resumed efforts to develop design guidance for low-load homes.
- **BSR/ACCA/ASHRAE 180 – 201x:** ASHRAE and ACCA are updating the ANSI/ASHRAE/ACCA 180 – 2012 (*Standard Practice for Inspection and Maintenance of Commercial Building HVAC Systems*) Standard. The standard is currently in the process of being released by ASHRAE for ANSI Public Review in early 2018.
- **BSR/ACCA/ASHRAE 211P – 201x:** ACCA and ASHRAE are jointly developing a new standard: ANSI/ASHRAE/ACCA 211P – 201x *Commercial Building Energy Audits*. The standard has completed its ANSI Public Review process and is currently being finalized by ASHRAE for publication.
- **BSR/RESNET/ACCA 310 – 201x:** ACCA and RESNET are jointly developing the *Standard for Grading the Installation of HVAC Systems*; incorporating a number of ACCA 5 QI elements in same. The standard is expected to be completed in early 2019.
- **BSR/ACCA/BPI QEE – 201x:** In mid-2015, ACCA and BPI began joint efforts on a new standard (*Protocol for Quantifying Energy Efficiency Savings in Residential Buildings*; QEE), which is intended for ANSI designation. The QEE Standard is to provide a uniform method for measuring energy efficiency at the portfolio level. Likely completion 2019.

5. OTHER ISSUES / NEW BUSINESS

A. Reciprocal Logo Listing on ACCA and BPI Standards: Mr. Hourahan advised that the Building Performance Institute (BPI) was supportive of the changes to the recently approved ANSI/ACCA 12 QH Standard and that BPI was asked by ACCA Staff if BPI would like to have its logo on the front cover similar to how RESNET's logo is so placed. Mr. Hourahan stated that BPI then inquired whether ACCA's logo should be included on the front of BPI standards where ACCA standards are referenced. Varied committee members noted that:

- A memorandum of understanding (MOU) was signed between ACCA and RESNET in advance of the ACCA 12 QH undertaking.
- RESNET was materially involved in the original creation of the ACCA 12 QH Standard.
- Just because standards of others might be cited within an organization's documents does not engender a requirement or expectation that those logos of others need, or should, be included in the document.
- Inclusion of logos on an organization's cover might induce standards users to infer that there was a greater degree of cooperation on the development of the standard than actually existed.
- Inclusion of such logos on an organization's cover might induce standard users to infer that the logo'ed organizations concur 100% with all that is written within the standard; whether same is true or not.

After discussion, the Committee unanimously

VOTED: NOT TO MOVE FORWARD WITH RECIPROCAL LOGO LISTINGS UNLESS ACCA HAD A SIGNIFICANT MATERIAL INVOLVEMENT IN THE DEVELOPMENT OF A STANDARD AS DOCUMENTED VIA MOUs.
{Motion/Second: Jackson/Pacella}

ACTION
ACCA
Staff

Mr. Forner asked ACCA Staff to communicate this information to BPI.

B. Other Standards That ACCA Could Promulgate: The Committee discussed a number of topics for possible standards development activity:

1. Retro-Commissioning: It was noted that retro-commissioning is an important area and potentially an area for ACCA to consider creating a standard. However, after discussion, it was considered that existing documents, and those in-process, of other organizations (ASHRAE, NEB, etc.) adequately cover this topic.
2. Carbon Dioxide: It was suggested that it might be premature to develop a standard in this area since there are so few manufacturers (and practitioners) in the supermarket CO₂ sector. There was some discussion as to whether a CO₂ guideline might be of value.

ACTION: DANNY HALEL TO EXPLORE THE APPLICABILITY / VALUE OF ACCA CREATING A CO₂ GUIDELINE FOR SUPERMARKETS.

ACTION
ACCA
Staff

3. Variable Refrigerant Flow (VRF) and Energy Recovery Ventilators (ERV) Systems: VRF and ERVs were briefly discussed. It was observed that these options are quite OEM specific and that it would be better to leave guidance to the OEMs.
4. DOAS: Briefly mentioned were direct outside air systems, especially as integrated with capacity control; but, there was inadequate time to flesh out same.
5. Flammable Refrigerants: A discussion centered around the need in the industry of a nationally recognized certification program for service technicians. Danny Halel advised that he was working on a Technical Bulletin addressing general maintenance procedures required with systems utilizing A3 refrigerants specifically for Commercial Refrigeration. He also advised that once that was complete, he would be working on an on-line training program for technicians to be certified when servicing systems utilizing ASHRAE designated A2L and A3 refrigerants.

6. RECAP ON ACTION ITEMS

Refer to the Action Items noted above.

7. MEMBERSHIP CHANGES

Mr. Forner advised that, all members had expressed interest in continuing as committee members. See Appendix A for the 2018 - 2019 roster.

8. NEXT MEETING

Mr. Forner noted that the next STT meeting will take place in March 2019 in conjunction with the ACCA Annual Meeting in San Antonio, TX. He added that, as in prior years, the bulk of the STT Committee actions will continue to take place via email and tele-conferences.

9. ADJOURNMENT

The meeting adjourned at 6:22 p.m. Mr. Forner thanked everyone for their commitment and involvement.

Phil Forner
STT Chair

Danny Halel
STT Secretary

EXHIBIT

- A). STT Roster, Feb 2018 – Mar 2019

Exhibit A: Roster
ACCA-EI STT
March 2018 – Feb 2019
ACCA-EI Standards Task Team (STT)

Interest categories key: **C** – Contractor, **A** – Association, **M** – Manufacturer, **U** – Utility, **Gov** – Government Agency, **G** - General. * Indicates EXSC Members.

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