

Minutes

Meeting of the Air Conditioning Contractors of America - Educational Institute (ACCA-EI)
Standards Task Team (STT)
Thursday, 28 February 2013
Orlando, FL

Pursuant to a notice sent to the members and advisors of the Standards Task Team, a meeting was held on 28 February 2013 at the World Center Marriott in Orlando, Florida.

Participants present were:

1. Phil Forner (Chair) Allendale Heating Co., Inc.
2. Ron Bladen Fairfax County
3. Tom Jackson Jackson Systems
4. Pat Murphy RSES
5. Timothy Offord Alabama Power
6. Joe Pacella Ferris State University
7. Randy Seaman Seaman's Mechanical
8. Dick Shaw STT Secretariat

Committee members absent were:

1. Rich Imfeld IC Refrigeration
2. Mark Swepston Atlas Butler Heating & Cooling

Also present were:

1. Wes Davis ACCA
2. Luis Escobar ACCA
3. Danny Halel Hussmann Corporation
4. Glenn Hourahan, P.E. ACCA
5. Warren Lupson AHRI
6. Don Prather ACCA
7. Hank Rutkowski, P.E. H.T.R Engineering
8. John Sedine Engineered Heating and Cooling

Committee Chair Phil Forner presided.

Call to Order: The ACCA-EI, STT was called to order by Mr. Forner, STT Chair at 11:35 A.M. He welcomed the STT members and guests. He thanked everyone for their participation and dedication toward ACCA's standards contribution to the HVAC industry. Special recognition and thanks for many years of service was extended by Mr. Forner to Mr. Pete Jackson who is retiring from Alabama Power. Mr. Forner also recognized Mr. Ron Bladen for his much deserved 2013 ACCA Distinguished Service Award. Mr. Forner also gave a special thank you to Mr. Timothy Offord and Mr. Randy Seaman in their joining the STT.

The assembled attendees introduced themselves. Refer to Exhibit A for the latest roster.

Mr. Forner reviewed the scope and purpose of standards development as stated on the agenda.

Mr. Forner noted that ACCA's anti-trust policy was previously distributed and advised that the meeting would be held in accordance to the proscribed requirements.

Approval of draft Agenda: Tim Offord moved, and Tom Jackson seconded, that the agenda be accepted.
Motion approved.

Approval of 2012 STT Meeting Minutes: Tom Jackson moved, and Joe Pacella seconded, that the 6 march 2012 minutes be approved as written.

Motion approved.

2012-2013 Significant Actions: Mr. Former had Secretariat Shaw review the Significant Actions from the past year and reminded the committee and guests that these are updated and posted on the Standards web page of www.acca.org.

Standards Status:

- **ANSI/ACCA 3 Manual S – 2004:** Being updated for 5 year standard revision and re-designation. Scheduled for an ANSI Public Review, following STT consensus, within a month or two.
- **ANSI/ACCA 4 QM-2007:** 5 year revision is in progress.
- **ANSI/ACCA 5 QI-2010:** Luis reported that a one page addendum will be release soon for an ANSI public comment. He advised that a full review is likely to occur later in 2013.
- **ANSI/ACCA 6 QR-2007:** Revision, reaffirmation and changes with partners will be commenced in late 2013.
- **BSR'ACCA 7 Man Q-201x:** Not on work schedule at this time.
- **ANSI/ACCA 8 Manual T-200x:** Pending completion
- **ANSI/ACCA 12 QH-2011:** An update is in progress; addition of industry comments and red-lines.
- **BSR/ACCA 13 ECBP-201x:** Depending on how interactions go with ASHRAE, ACCA may withdraw its PIN and become a co-developer on the proposed ASHRAE Commercial Auditing Standard 211P.
- **BSR/ACCA 14 QMref-201x:** In progress. Mr. Halel mentioned the expanded scope and complimented Mr. Escobar for his capable and excellent leadership in shepherding the committee.

Old Business: None

New Business and Initiatives: Mr. Hourahan mentioned the long and tiring relationship with BPI relative to standards overlap and conflicts and that ACCA is among a dozen organizations that will be communicating to ANSI a unified displeasure regarding the manner in which BPI undertakes its standards development activities.

Public Comment: Mr. Halal mentioned the tremendous increase of the use of large quantities of HC Propane DX systems being applied to supermarket systems and the associated safety concerns. He observed that increased information is needed on how flammable refrigerants are to be handled in the field.

Next Meeting: To be held in conjunction with the 17 – 19 March 2014 46th ACCA Annual Conference at the Gaylord Opryland (Nashville, TN).

Adjourn: Meeting adjourned at 12:25 P.M.; Pete Jackson motion, Pat Murphy second.

Motion approved.

Submitted by: Dick Shaw, Secretariat and Standards Manager.

Date Submitted: 9 March 2013

Distribution: STT, ACCA Standards Web Page, ACCA Technical Staff and Legal Council.
STT Minutes 28Feb2013.do

Roster
ACCA-EI Approved
February 2013 – February 2014
ACCA-EI Standards Task Team (STT)

Interest categories key: **C** – Contractor, **A** – Association, **M** – Manufacturer, **U** – Utility, **G** – Government Agency, **T** – Technician, **P** – Public. * Indicates EXSC Members.

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