

**Meeting Minutes**

Air Conditioning Contractors of America - Educational Institute (ACCA-EI)  
Standards Task Team (STT)

**Meeting Date:** March 6, 2012

**Meeting Place:** Las Vegas. NV.

**Call to Order:** The ACCA-EI, STT was called to order by Mr. Forner, STT Chair at 6:30 A.M..

**Introductions and Opening Remarks:** Mr. Forner opened the meeting with welcoming STT members and guests. He thanked everyone for their participation and dedication toward ACCA’s standards contribution to the HVAC industry, and asked that cell phones be silenced.

**Self Introductions:**

• **STT Members in attendance:**

- Phil Forner (Chair).....Allendale Heating Co., Inc.
- Rich Imfeld (Vice Chair).....IC Refrigeration.
- Ron Bladen.....Fairfax County.
- John Jackson.....Alabama Power.
- Tom Jackson.....Jackson Systems.
- Pat Murphy.....RSES.
- Joe Pacella.....Ferris State University.
- Mark Swepston.....Atlas Butler Heating & Cooling.
- Dick Shaw.....Staff, STT Secretariat.

• **Members Absent:**

- Richard Wirtz.....HARDI

• **Staff and Guests Present:**

- Hank Rutkowski, P.E,.....H.T.R. Engineering
- Wes Davis.....ACCA.
- Don Prather.....ACCA.
- Glenn Hourahan, P.E.....ACCA.
- Christine Hazelbaker.....ACCA.
- Luis Escobar.....ACCA.
- Warren Lupson.....AHRI.
- Greg Davis.....GDMD Engineering, Inc.
- Danny Halel.....Hussman Corporation.
- Kevin Johnson.....Ferris State University.
- John Hayes.....Ferris State University.
- Kyle Walch.....Ferris State University.
- Andy Maat.....Ferris State University.

**Review STT (and STG) Scope, Organization and Procedures:** Mr. Forner made reference to the scope and purpose of standards development as stated on the agenda.

**Approval of draft Agenda:** Rich Imfeld moved and Tom Jackson seconded that the draft agenda be accepted. **Motion approved.**

**Approval of 2011 STT Meeting Minutes:** Pat Murphy moved and Tom Jackson seconded that the 2010 minutes be approved. **Motion approved.**

**2011/12 Significant Actions:** Mr. Former reviewed highlights of page two and reminded the committee and guests that these are updated and posted on the Standards web page of [www.acca.org](http://www.acca.org).

**Standards Status:**

- **ANSI/ACCA 3 Manual S – 2009:** Being updated for 5 year standard revision and redesignation. Scheduled for 2012 completion.
- **ANSI/ACCA 4 QM-2007:** Scheduled for 5 year revision.
- **ANSI/ACCA 5 QI-2010:** It was noted that revisions to Manual S will require revisions to this standard.
- **ANSI/ACCA 6 QR-2007:** Scheduled for 5 year revision.
- **ANSI/ACCA 8 Manual T-200x:** Pending completion

**Old Business:** None

**New Business and Initiatives:**

- Danny Hael, Hussman Corporation, remarked and suggested that the refrigeration industry of supermarkets and refrigerated warehouses is in need of standards and that such efforts with ACCA would be welcomed. He suggested that CO<sub>2</sub> (R-744) is here as a secondary refrigerant and there is no standards or guidance available, and offered to take a leadership role in such development. Rich Imfeld commented that ACCA could take a leadership role in this area as well as that of HCs such as propane and isobutene. Pat Murphy, Greg Davis and Rich Imfeld will search their historical files for appropriate materials. Dick Shaw will forward a “Standards Application Form” to Danny for the STT to approve this initiative.

**Public Comment:** Glenn Hourahan thanked the STT members on behalf of the ACCA.

**Next Meeting:** February 27 to March 1, 2013 at the 45th ACCA Annual Conference in Orlando, FL.

**Adjourn:** Meeting adjourned at 7:10 A.M. Pat Murphy motion, Ron Bladen second. **Motion Approved.**

**Submitted by:** Dick Shaw, Secretariat and Standards Manager.

**Date Submitted:** March 19, 2012

**Distribution:** STT, ACCA Standards Web Page, ACCA Technical Staff and Legal Council.

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