

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS,
INC.

1791 Tullie Circle, N.E.

Atlanta, GA 30329

404-636-8400

TC MINUTES COVER SHEET

TC/TG/TRG NO TC 5.2 DATE June 27, 2017

TC/TG/TRG TITLE Duct Design

DATE OF MEETING June 27, 2017 LOCATION Long Beach, CA

MEMBERS PRESENT	TERM TO	MEMBERS ABSENT	Y E A	EX-OFFICIO MEMBERS AND ADDITIONAL ATTENDANCE
Bob Reid, Chair	6/30/17			
Tim Eorgan, Vice Chair	6/30/18			
Scott Hobbs, Sec.	6/30/18			
Herman Behls	6/30/17			
Kevin Gebke	6/30/17			
Vikram Murthy *	6/30/17			
Craig Wray	6/30/17			
Bill Stout	6/30/17	resigned		
Johnny Andersson *	6/30/18			
Pat Brooks	6/30/19			
David Dias	6/30/19			
John Hamilton	6/30/19			
Cindy Bittel	6/30/20			
Bill Smith	6/30/20			
Neal Walsh	6/30/20			

* Member Non-Quorum
 CM = Corresponding Member
 PCM = Provisional Corresponding Member
 G = Guest

DISTRIBUTION

All Members of TC plus the following:	
TAC Section Head	Ken Peet
TAC Chair	Michael Bilderbeck
2017 Handbook Liaison (Fundamentals)	Larry Akers
2020 Handbook Liaison (Systems & Equipment)	Florentino Rodriguez
Research Liaison	David John
Standards Liaison	Dr. Arsen Melikov
ALI/PDC	James Bochat
Chapter Tech Transfer	James Arnold
Staff Liaison	Mike Vaughn

**AMERICAN SOCIETY OF HEATING, REFRIGERATION AND AIR-CONDITIONING
ENGINEERS**

**1791 Tullie Circle, N.E.
Atlanta, GA 30329**

ASHRAE Annual Conference, Long Beach, CA

TC 5.2 Duct Design

**Tuesday, June 27, 2017
Time: 3:30-6:00 PM**

**Location: Long Beach Convention Center
Seaside 4B**

1) **Call to order:**

2) **ASHRAE Code of Ethics Commitment (Bob Reid)**

"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 interest. (See full Code of Ethics: <https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics>.)"

3) **Introductions and Attendance**

- a) Introduction of people present
- b) Quorum determination
- c) Quorum ___ member's present
- d) Corrections/additions and Approve agenda

4) **Las Vegas (January 2017) Meeting Minutes.**

- a) Minutes from the Las Vegas meeting were approved by electronic ballot May 30, 2017 10-0-0-5 CV.

5) **Special Announcements**

- a) ASHRAE Vision - ASHRAE will be the global leader, the foremost source of technical and educational information, and the primary provider of opportunity for professional growth in the arts and sciences of heating, ventilating, air conditioning and refrigerating.
- b) Thank you letters to your employer --- all committee members who have served ASHRAE during the 2016-2017 society year only will receive an e-mail early in the month of July containing information on how to submit a request for the ASHRAE President to send a thank you letter to their employer.

- 6) **Section Head Report**
 - a) Section Head 5.0 Highlights --- *The section 5.0 chairman's breakfast will be held on Sunday, June 25, 2017. An update will be provided at this TC5.2 meeting and relevant handouts posted on the website.*
 - b) Please update your on-line ASHRAE bio
- 6) **TC 5.2 Items (Bob Reid)**
 - a) Acknowledge our PCM's --- mentorship
 - b) Historian (open)
 - c) Contractor involvement
 - d) Education internal to the TC
 - i) Possible future sessions --- suggestions welcome
 - ii) Future roundtables
 - e) Honors and Awards (Steve Idem)
- 7) **Subcommittee Reports**
 - a) Handbook
 - i) 2020 Handbook: HVAC Systems & Equipment --- David Dias, Ralph Koerber, Bob Reid
 - ii) 2021 Handbook: Fundamentals --- Vikram Murthy, Wes Davis, John Constantinide
 - b) Membership (Cindy Bittel)
 - i) New provisional corresponding members added during 2016-2017 society year:
 - (1) Mufeed Alshakhori --- Fresno, CA
 - (2) Timothy Gordon --- Merrifield, VA
 - (3) Akshay Bhargava --- Indianapolis, IN
 - (4) Gavin Hunter --- Atlanta, GA
 - (5) Zay zay --- ThinGunGyun, Myanmar
 - ii) Voting members rolling off: Bob Reid, Herman Behls, Kevin Gebke, Vikram Murthy, Craig Wray, Bill Stout (resigned)
 - iii) New voting members on July 1, 2017: Ralph Koerber, John Constantinide, Wes Davis, John Gierzak, Chris Van Rite
 - iv) New officers for 2017-2018 society year: Tim Eorgan (chairman), Scott Hobbs (vice chairman), John Constantinide (secretary)
 - v) Moving from PCM to Corresponding Member: Gavin Hunter, Perry Philp
 - c) Programs (Steve Idem)
 - d) Duct Design Guide (Pat Brooks)
 - i) ASHRAE has set up an FTP site for the Duct Design Guide
 Site address: <http://files.ashrae.org/>
 Username: tc5.2ddg
 Password: DDG@dmin1
 - e) Duct fitting data base (Herman Behls and Pat Brooks)
 - f) Code Interaction (Ralph Koerber)
 - g) ASHRAE Learning Institute (ALI) (Pat Brooks)
 - h) Webmaster (John Constantinide)
 - i) TC5.2 Website: <https://TC0502.ashraetcs.org/>
 - i) Liaison Reports
 - i) 90.1 (Mark Smith)
 - ii) SSPC 189.1 (Scott Hobbs)

- iii) SPPC 215P (Craig Wray)
- j) Research (Behls/Brooks)
 - i) 1180-RP Duct Design Guide --- after default of original contractor, this project is being completed by TC5.2.
 - ii) WS-1764 Determine the Absolute Roughness for Phenolic Duct Board and Loss Coefficient for Rectangular Radius Elbow ---
 - iii) Other ---
- k) Standards
 - i) SPC 120-2016R “Method of Test to Determine Flow Resistance of HVAC Ducts and Fittings” (Kevin Gebke).
 - ii) Standard 126-2016 “Method of Testing HVAC Air Ducts” --- (Kevin Gebke).
- l) Flexible Duct Subcommittee (Ralph Koerber)

8) Deadlines

7/7/2017	Conference Papers Due	2018 Winter Conference (Chicago)	Conference Papers
8/1/2017	Proposals Due	2018 Winter Conference (Chicago)	Seminar, Forums, Debates & Panels
8/26/2017	Approved & Posted	2017 Annual Conference (Long Beach)	TC5.2 Minutes
8/28/2017	Abstracts Due	2018 Annual Conference (Houston)	TC Papers or Sessions
12/8/2017	Conference Papers Due	2018 Annual Conference (Houston)	Conference Papers
1/8/2018	Presentations Due Online	2018 Winter Conference (Chicago)	Chicago Presentations
2/9/2018	Proposals Due	2018 Annual Conference (Houston)	Seminar, Forums, Debates & Panels
6/1/2018	Presentations Due Online	2018 Annual Conference (Houston)	Houston Presentations

9) Old Business

- a) Duct Design software programs

10) New Business

11) Action Items

TC 5.2 (Duct Design) Action Items			
Number	Description	Assigned to	Status
1	Add new fittings to DFDB as determined by plasma machines and/or catalogs	Larry Smith, Herman Behls	Active No action recommended
2	RTAR covering cost to seal ductwork	Neal Walsh, Pat Brooks	Active
3	Remove TC5.2's FAQ's from ASHRAE system	Bob Reid	Active Letter sent to ASHRAE staff

12) Adjournment

Upcoming Meetings:

2018 ASHRAE Winter Conference --- Chicago, IL January 20-24, 2018

2018 ASHRAE Annual Conference --- Houston, TX June 23-27, 2018

2019 ASHRAE Winter Conference --- Atlanta, GA January 12-16, 2019

2019 ASHRAE Annual Conference --- Kansas City, MO June 22-26, 2019

Sub-committee meeting
Monday – June 26, 2017 8:00 – 12:00 PM
Location: Long Beach Convention Center
Room: Seaside Ballroom A

Subcommittee Meetings

- 1) Duct Design Guide (Behls, Brooks)
- 2) ASHRAE Standard 90.1
- 3) Future research and work statement proposals