



**Region VII - Chapter 192**

**Current:**  
**Director and Regional Chair – Larry Fisher**  
**Assistant Regional Chair – Jeff Gatlin**  
**Regional Vice Chair CTTC – Michael Cooper**

**MINUTES**

THIS FORM SHOULD BE SUBMITTED TO YOUR REGIONAL CHAIR (DRC) AND TO REGIONAL VICE CHAIR (RVC) OF CHAPTER TECHNOLOGY TRANSFER WITH MINUTES FOR ALL OF THE FOLLOWING: CHAPTER MEETINGS, BOG MEETINGS AND SECTION MEETINGS WITHIN THREE WEEKS OF EACH MEETING. (BOD 03-06-27-1C)

Chapter Name: **West Virginia**

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Meeting Date: **08-05-2015**

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**Check One:**

Chapter  BOG/BOD  Section

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Attendance: (Total for chapter and section meetings only)

Members 9 Guests 1 Students 0

Theme Night? Name

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**Check One:**

Joint Meeting? Yes  No

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**Check One:**

Technical Speaker/Program: Yes  No

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Indicate Topic: **Planning meeting for 2015-2016**

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WV ASHRAE 2015 – 2016 Planning and BOG Meeting

Meeting Held at:  
FireSide Grille  
4170 West Virginia 34  
Hurricane, WV  
25526

**WV ASHRAE Board Meeting:**

1. Meeting called to order by President Jennings Davis.
2. In attendance:



- A. Mr. Jennings Davis – President
  - B. Mr. John Pruett - Treasurer
  - C. Mr. James Lowry – CTTC Chair
  - D. Mr. Shane Hall – Program Chair/VP
  - E. Mr. Ray Wohlfarth – Research Promotion Chair, BOG
  - F. Mr. Samuel Butzer – President Elect
  - G. Mr. Ted A. Zachwieja III – Secretary
  - H. Art Hallstrom (joined meeting late via phone) – GGAC and MP Chair
  - I. Jon Wohlfarth - Guest
3. President’s welcome/Future meetings schedule:
- A. Previous meeting minutes – approved, 7 approved, 1 abstained.
  - B. WV Chapter hosting the 2017 Chapter Regional Conference (CRC) was withdrawn at the 2015 CRC in Memphis, TN by Jennings Davis on behalf of the chapter. One main reason is costs associated with putting on a CRC. Nashville chapter has retaken the 2017 CRC.
  - C. WV chapter is still in order for the 2018 CRC, with the option if we feel unable to put on the event that we can be passed over.
  - D. Ken Peet and Art Hallstrom stated that if the condensed CRC failed to pass then they would want to withdraw from chairing the 2017 CRC planning committee. This impacted the decision, since it appeared that the Motion for a condensed CRC version would not pass at the Memphis CRC in 2015.
  - E. ASHRAE DL list has shrunk down to 13 for our Region. Region 7 is expected to use up all 13 DL’s, which may impact our budget since we currently have two (2) DL’s scheduled. James Lowry is working with the CTTC RVC (Michael Cooper) to determine the best plan of action.
  - F. September 3<sup>rd</sup> date is confirmed and Jennings wants to add a BOG meeting before the lunch meeting begins. Wants to create a financial audit committee to go over our budget for the year. 3 people are needed. Shane, Ted, and Sam have been appointed to the committee to audit the budget and accounts. This audit will occur at the September 3<sup>rd</sup> BOG meeting.
  - G. MBO’s need submitted before October 1<sup>st</sup> to your respective RVC’s. MBO’s need to be submitted to President-Elect, Samuel Butzer, by September 15<sup>th</sup> for final review and approval, prior to sending to the RVC.
  - H. Future training meeting on Basecamp to go over utilizing for a chapter. Art/Ted to lead this meeting.
  - I. Jennings Davis reported that the paper invoices from ASHRAE national have been fixed to include our correct local dues.
  - J. Discussion was held to discuss the fees for the afternoon tech sessions?
    - i. Ideas to lower cost to 45 for the technical session with no discount for ASHRAE members.



- ii. Second idea to keep fee at 60 for non-members and have 45 for members. Incremental cost for the afternoon session.
- iii. Discussion around that if you are a member benefits should exist and members should be able to recoup their local dues fees in benefits.
- iv. Third idea centered around 45 total cost for members and 60 total cost for non-members, with a lunch only option.
- v. Third option passes with 9 in favor, 0 abstain, 0 no's

K. November 20<sup>th</sup> meeting: schedules to have technical session on 189.1 by Dennis Stanke

- i. Waiting on bluegrass chapter to help schedule meetings in a way that allows the DL to travel to both chapters to do several technical sessions in one trip. James Lowry coordinating.
- ii. Sam Butzer coordinating with USGBC/AIA/Bluegrass members on a joint meeting. Trying to arrange a tour of the new Engineering building at Marshall University. Possibly having the meeting at the Engineering building if it can be coordinated.
- iii. If Marshall cannot be reserved by the end of August for meeting location then the meeting will be held at Fireside Grille. Announcement will happen after the September 3<sup>rd</sup> meeting. 9 in favor, 0 abstained, 0 no's
- iv. Marshall mechanical engineering program is now up and running. Need to include discussions with Marshall University to start up a student branch. Dean at Marshall is Dr. Wael Zatar, phone – 304-696-6043, email: [zatar@marshall.edu](mailto:zatar@marshall.edu)
- v. Marshal Dean to be contacted by President-Elect, Samuel Butzer, and Student Activities Chair, David Cotton, to discuss ASHRAE student chapter and future meetings.
- vi. Policy on joint meetings reservations need to come through WV ASHRAE and have the registrations through WV ASHRAE. PDH credits need to come through WV ASHRAE with the exception of when AIA is involved. That way the Chapter issues the PDH credits.

L. February 12, 2016 meeting

- i. Idea to move this meeting more north and have a tech session on ASHRAE 90.1-2010.
- ii. Idea to potentially have this meeting in Wheeling and integrating a tour at the Cabelas distribution center. Meeting could be held at several different locations in Wheeling with the 1<sup>st</sup> idea being at the Cabelas store.
- iii. Ray brings up the idea of a breakfast meeting to help cater towards contractors. Art states this is not very common and that dinner meetings are more common and might be a good idea for the Wheeling meeting in order to allow for it to be a day trip for people to make the meeting.



- iv. Art asks if this meeting will be joint with USGBC and if so we should consider having LEED 4.0 and ASHRAE 90.1-2010 jointly presented?
  - 1. The desire is to have this as a joint meeting and be northern.
  - 2. Details of the presentation topic to be worked out.
  - 3. Want to make sure that the northern meeting has integration with the student chapter. Potentially contact Ken Means in order to have him allow “extra credit” for attending.
  - 4. Contact close chapters for additional marketing.
- v. After further discussion, it was decided by all that this meeting should be coordinated with Dr. Ken Means and scheduled for Morgantown. Also planned as part of this meeting will be to have a social and a meet and greet with students, and possibly tour a WVU facility.

#### M. March 23 EXPO

- i. Reviewing topics and scheduling with Tom Lawrence, ASHRAE DL, for 3 programs.
- ii. Art volunteering to prepare a topic for one of the seminar’s
- iii. ASHRAE standard on legionella as a potential option. James Lowry to investigate finding a local speaker on this topic.

#### N. April 22 Trade show:

- i. Ray to lead this meeting with having a trade show and two sided technical session. One side of technical sessions to be on air side topics and one on water side topics.
- ii. See attachment for preliminary WV ASHRAE training with trade show agenda provided by Ray.
- iii. Vision to hit the “back to basics” with short lunch and learn style classes.
- iv. Focus on proceeds going towards ASHRAE research.
- v. Event can include MP event, RP event, and YEA event.
- vi. Goal to make this an annual thing. Tentative location to be at the Days Inn in Flatwoods, WV, but other options further north are being considered.
- vii. All WVASHRAE members should be reaching out to Ray to provide names and contact information for Contractors, Manufacturer’s Representatives, etc.

#### O. Nitro Mechanical – “open house”

- i. Inviting healthcare and facilities people for an event. ASHRAE could potentially



advertise since Sam Butzer will be presenting on ASHRAE 90.1-2010.

ii. Event is scheduled for September 22 and 23.

P. Local membership dues only paying members are allowed. Benefits include any local benefits such as discounted lunches, mailing list, etc...

i. Cannot be a board member or an officer without being a national paying dues member. UPDATE: local WVASHRAE membership only is NOT allowed. Art Hallstrom did establish a "Gold Membership" for WVASHRAE members who actually pay their local dues and receive benefits of lower cost for meetings. Still discussing options to get more people involved on different levels.

Q. Terracon – "Engineering and Construction Exchange"

i. ASHRAE (Samuel Butzer) & USGBC (Joe Sinclair) presentation "The Present and Future of West Virginia Energy Code: A comparison of ASHRAE 90.1-2007 and ASHRAE 90.1-2010" at this event on October 1<sup>st</sup>

R. Governor's Energy Conference – October 27<sup>th</sup> at the Day's Inn located in Flatwoods – Jennings Davis will be speaking and presenting information on ASHRAE 90.1-2010.

S. Ray & Shane to work on pulling together more information on the calendar and directory fund raising tool. Proceeds from this to go towards ASHRAE RP fund.

#### 4. President Elect Report:

A. Working to get with the student chapter at WVU to find out their interest in viewing recorded technical sessions and presentations at southern WVASHRAE meetings/events. If the interest is there, these would be made available to allow students to view on their own time, or at a scheduled event.

B. Art wants to make sure that topics are catered to the student crowd so that they are not completely blown away by the material.

C. Requires asking the DL/presenters to grant their permission (sign a waiver) for recording and future presentation, and setting up the technology to record for posting.

D. The intent is to not put on a live webinar, but be able to record to re-present to WVASHRAE and student members.

#### 5. Committee Reports – Current Year (2015-2016)

A. Jennings Davis asked that Sam Butzer reach out to each committee chair on a monthly basis, or each committee chair contact Sam on a monthly basis, to provide a current status and indicate if assistance is needed.

B. Program Chair – Shane Hall

i. Want to put together technical sessions after the next two chapter meetings with PDH's offered.



1. Discussion on whether the tech sessions are ASHRAE approved. The intent of these technical sessions are to cover controls and to be non-commercial in nature. These sessions would be at no cost to ASHRAE. WV ASHRAE is going to charge for lunch and for the technical session as well.
2. John Pruitt brings up the point to have technical sessions after as many meetings as possible to raise funds for CRC.

6. Meeting Adjourned

Attachment

## WV ASHRAE Training with Trade Show

Each training session would be 45 minutes with a 15 minute break between each. I was thinking about running two simultaneous training tracks with one track being air side and the other hydronic. We would have 4 classes of each. The presenter will use a typical lunch and learn seminar. I thought that we could get reps and officers to take a training slot. The following are my suggestions and would welcome others. The trade show would include vendor table top displays and the proceeds would go to ASHRAE RP.

Target Audience: ASHRAE Members, Design build contractors, school and university maintenance staff.

Proposed Date: April 22

### Proposed Training Outline

Time	Hydronic Class	Airside Class
12:00 -12:45		
1:00 – 1:45		
2:00-2:45		
3:00 – 3:45		

### Hydronic and Steam Subjects

1. Sizing a replacement boiler, hydronic vs steam
2. Hybrid boiler system
3. Understanding a steam system
4. Understanding a steam system
5. Sizing a pump and reading a pump curve
6. Controlling the boilers
7. Boiler water treatment
8. Avoiding Legionella

### Airside Subjects

1. Understanding a psychometric chart
2. Sizing duct work
3. Retro commissioning an air side system
4. Controlling the system
5. Zoning an airside system
6. Sizing a replacement system
7. Air Balancing
8. Indoor air quality
9. Mold in duct

### Miscellaneous Subjects

1. Understanding VRF systems
2. Code compliance