1. Call to Order and Introductions – Review Scope and Purpose of TC 6.3

Chair Kevin Mercer opened the meeting with introductions, and a review of the ASHRAE code of ethics.

Chairman Mercer also read out the scope for the TC as required by ASHRAE. Following is the scope of the TC:

TC 6.3 is concerned with those central forced air systems used for residential and light commercial building comfort heating and cooling. Responsibility covers the design and performance of the entire system, including equipment, controls, ducts and the interactions of the system with building heating and cooling loads.

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

2. Review Agenda, Voting Membership (Roster update) and establish quorum

Chairman Mercer reviewed the old roster, new roster and officers for the TC 6.3.

3. Approval of previous minutes

Committee approved minutes by a motion and vote.

4. Announcements

- Chairman Mercer provided updates from TC Chairs Breakfast
  - Trying to get YEA members into our committee. Asking older members to encourage younger members to engage more.
  - There is a simple process for thank you letter to your employers if needed.
  - Members can provide input for High Tower Award by September 1, 2019
    - From TACs and TCs
  - ASHRAE seeking more Program track suggestions
  - ASHRAE is seeking people for content development.
  - ASHRAE reorg is still going on and depends on discussions by TCs.
    - Mark Olsen - why are 6.3 and 8.11 in different Sections? We will discuss that under a different agenda.
  - Section 6 Liaisons (Dawen Lu)
    - Dawen can help submitting programs, handbook, publications,

5. Subcommittee Reports

A. Handbook (Diane Jakobs)

- Chairperson Jakobs announced that TC 6.3 chapters are up to date and we are good until 2020.
- Systems and Equipment
- Furnaces chapter 33
- Small forced air distribution systems chapter 10

ACTION: Chairman (Anuj) to send out the revised chapters for a letter ballot vote of approval.

B. Program (Scott Creamer)
Chairman Creamer is planning a seminar for controls with Paul Haydock.
- Deadline for Orlando - August 2, 2019
- Deadline for Austin - February 10, 2019

ACTION - Conference call between Scott, Roy, Paul to discuss and determine final submissions for Track 6

- New ideas for seminars and programs:
  - Related to low capacity forced air systems and best practices for design of low capacity systems
  - Issues with codes - related to oversizing - HRAI, multifamily units, low capacity furnaces are needed because of limits imposed by regulations, and additionally tighter LEED homes with lower heating loads and a 125% oversizing limit means that only very low capacity furnaces can be installed in those spaces.

ACTION: Scott Creamer to reach out to volunteers below and discuss potential program topic:
- Larry Brand
- Bryan Rocky
- Roy Crawford
- Mark Olsen
- Paul Haydock

C. Research (Roy Crawford)
Chairman Crawford discussed proposed RTAR from Paul Haydock on Thermostat Behavior and others mentioned below.
- For the RTAR on Thermostat

ACTION: Larry to send proposed work statement to Chairman and Chairman to circulate the WS for approval via letter ballot

- Potential research topics:
  - ASHRAE 103 test procedure furnace cycling times
  - Research related to Low capacity furnace
  - Altitude effects - rated at high altitude and running at low altitudes
    - What are the effects of rating at higher altitude, and using the furnace at lower altitude.
    - May originate from 6.10

D. Standards (Mark Olsen): 103, 193, 152
- Two standards opened for mandatory language changes – 193 and 152.
- Kevin - Chair of 152 - Kevin is going to setup meetings shortly.
- Mark - Chair of 193 - mark has had one meeting
• Roy Crawford provided an update on 62.2 multifamily home issues being discussed in the committee.

6. Old Business
No old business was raised.

7. New Business
Chairman Mercer announced that there is a new SPC for 41.13
• Calculation of heating value of fuel
• Notified everyone so they can join the SPC if they want.
• The standard will be mostly informative.

Re-Organization
• Chairman Mercer suggested that TC 6.3 could be dissolved into TC 8.11 and TC 6.10.
  • Most members of TC 6.3 attend TC 8.11 as well for cooling products.
  • Heating side can be merged with fuels and combustion side.
  o Members questioned what will happen to forced air and ducting issues?
  o Mark suggested that instead of dissolving the TC we could perhaps have this meeting in conjunction with other meetings.
  o Members reminded committee that an unique aspect of TC 6.3 is that it discusses residential issues which is not discussed in other TCs.
• Questions that we need to answer before making a decision:
  o What are we covering that other TC’s do not or can not cover?
  o What is the unique aspect of our TC?
  o Should we just simply Re-focus, re-purpose, re-scope TC 6.3?
• Dawen is waiting for our recommendation to
• Would part of our scope serve the membership better if we send our scope to some other TC and even add a new one?
  o Suggested new title to consider: Smart forced air heating and cooling for energy efficient homes.

8. Adjourn
Voted to adjourn.