



Shaping Tomorrow's
Built Environment Today

MINUTES

GOVERNMENT AFFAIRS COMMITTEE

THURSDAY, APRIL 25, 2024
9:00 AM – 11:00 AM EDT

Minutes approved June 21, 2024

ATTENDANCE

Members Present

Robert Hoadley, Chair
Sheila Hayter, Vice Chair
Jason Alphonso
Bassel Anbari
Chris Phelan
Tim Wentz
Mike Wolf
Artorius Reyes
Beth Tomlinson
Eleazar Rivera
Tim Theriault
Ahmed Bolbol*
Bill McQuade

Members Absent

Andy Persily
Will Fisher
Mike Genin
RJ Hartman
Weston Hockaday
Louis Van Belle
Douglas Cage
Peter Koneck-Wilwerding
Tracey Jumper
Geoffrey Jenks
Albert Sin
Ioan Dobosi
Sonya Pouncy
Bryan Holcomb

Guests

Georgios Pantelidis, GTIC

Staff

Alice Yates
Emily Porcari
Jacob Karson
Jason Davidson
Chris Miller

*Indicates Remote Participation

1. Call to Order, Welcome, and Roll Call - Rob Hoadley called the meeting to order at 9:02 a.m. EDT and welcomed the attendees. Attendance was taken (above) and a quorum was not present.
2. ASHRAE Value Statement – Hoadley read the ASHRAE Value Statement.

ASHRAE Value Statement

In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence,

commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.

Code of Ethics - <https://www.ashrae.org/about/governance/code-of-ethics>

Core Values - <https://www.ashrae.org/about/ashrae-s-core-values>

Diversity Statement - <https://www.ashrae.org/about/diversity-equity-and-inclusion-dei>

3. Review of Agenda – Hoadley reviewed the agenda and no changes were made.
4. Approval of Minutes from January 19, 2024 Meeting – Because there wasn't a quorum, the minutes could not be voted upon.
5. Update on Action Items - Alice Yates reviewed the Action Items (see Attachment). Four items were open and they are advancing.
6. Subcommittee Reports and MBO Status Reports (See Attachment)
 - a. Executive Subcommittee – Hoadley reviewed the MBOs assigned to the Executive Subcommittee and the updates are provided in the Attachment.
 - i. MBO Status

MBO #3: Review volunteer commitments of committee members as well as membership in general; identify ways to use volunteer time effectively and increase participation in GAC governance and activities.

ACTION ITEM: Hoadley and Yates will review the review the GAC Job Description that is sent to nominees and determine whether a time commitment should be added to that description. They will also consider whether to add information to the job description concerning the mentoring program. **DUE DATE: ANNUAL MEETING.**

ACTION ITEM: Yates will write memo from GAC Chair to Members Council, Development and Planning, with information on volunteer member contributions of time, which can be used for fund-raising and other purposes. **DUE DATE: MAY.**

MBO #4: Review effectiveness of GAC mentorship program and obtain feedback on how best to make use of program.
 - b. Policy and Programs Subcommittee - Beth Tomlinson reviewed the MBOs assigned to this subcommittee and the updates are provided in the Attachment.
 - i. MBO Status

MBO #6: Determine best approach for communicating effective strategies about building decarbonization and other key issues to government officials.

MBO #8: Continue work with GAC Advisory Board. Review recommendations of board and provide recommendations on how best to enact them.

- ii. PPIB Updates – updates are provided in the Attached Status Table. None of these are yet ready for a vote, so the PPSC will be meeting in early May to vote, and Hoadley explained that another brief GAC meeting will be scheduled in early May to vote on PPIBs, since they still need to go to Tech Council for review and comment. One new PPIB is anticipated to be developed on Wildfires.

Another brief GAC meeting will likely be scheduled in early May to vote on PPIBs

- iii. SMEs for GOEs Pilot Program (See Attachment for Outline)

- Extension of Pilot Program: The committee discussed extending the pilot program from one year to 3 years. The committee voiced approval for this extension but because a quorum was not present, it could not be voted upon.

- c. Member Mobilization Subcommittee - Artorius Reyes reported that the GAC is making excellent progress on meeting the GOE goals (see Attachment); other updates are provided in the attached MBO table.

- i. Government Outreach Events – Goals, Targets and Progress
- ii. MBO Status Update

MBO #1: Increase the participation of ASHRAE members in Government Outreach Events and other advocacy opportunities by hosting promotional GAC meetings, webinars, and other events to non-GAC ASHRAE members to increase awareness about the GAC.

MBO #2: Enhance the approach for gathering data and reporting on GOEs; include number of government officials and staff who attended the GOEs. Determine best way to differentiate between types of GOEs.

- d. Global Affairs Subcommittee -- Tim Theriault reviewed the MBOs assigned to this subcommittee and updates are provided in the Attachment

MBO #5: Build the foundation of a consistent global government engagement program by planning and identifying country- or region-specific events attended by government officials for the purpose of outreach and advocacy.

MBO #7: Work with Global Technical Interaction Committee (GTIC) to facilitate sharing of information to avoid duplication of efforts, including through improved understanding of market needs and the tracking and adoption of ASHRAE standards and guidelines around the world.

>>Hoadley recognized the great work of Albert Sin and Region XIII members who compiled a wonderful spreadsheet with information on ASHRAE standards being

used by countries in this region; Hoadley noted that this spreadsheet should be an example for other countries around the world.

MBO #10: Provide recommendations to the full committee on how best to increase the global scope of Government Affairs Committee work and increase participation of members outside North America in committee activities.

Funding for International GOEs: There was discussion about the use (and non-use) of the \$2,000 per Region with international chapters for GOE events. The money is not being fully utilized and discussion revolved around how to improve the use of these funds.

ACTION ITEM: The GASC will review Section T, “Financial Assistance for International Outreach Events,” in the GAC Resource Manual, and make recommendations on whether that section should be revised. **DUE DATE: ANNUAL MEETING.**

ACTION ITEM: Jacob Karson will more actively communicate at GASC meetings regarding the Financial Assistance for International Government Outreach Events fund. Also communicate one-on-one with the RVCs. **DUE DATE: SUMMER AND FALL 2024.**

14. Reports

- a. ExO Report - Bryan Holcomb was not in attendance.
- b. Communications Coordinator Report - Sonya Pouncy was not present, but Rob Hoadley noted her good work engaging with GAC Chapter Chairs in Africa. Rob encouraged this work to be coordinated with the RAL RVC.

MBO #9: Work with other relevant bodies within ASHRAE to share needs from Government Officials, and how ASHRAE could better communicate via the web and social media.

ACTION ITEM: Yates to connect the RAL RVC (Ahmed Bolbol) with Sonya Pouncy to further the conversation on government outreach to African countries. **DUE DATE: ASAP.**

- c. Technology Council Representative Report - Chris Phelan provided a thorough report on updates with changes relevant to government outreach. The Attachment provides details from his report.
- d. Members Council Representative Report - Bassel Anbari reported that the development of a “Brand Ambassador” program is being discussed in Members Council, and it could be useful to the GAC. Hoadley commented that a longer discussion should be had regarding how or whether that type of outreach through Brand Ambassadors should be counted as GOEs.

- e. Pub-Ed Council Representative Report - Jason Alphonso had nothing to report, as information will be provided the Annual Meeting.
- 15. Other Business – Hoadley asked if there was any additional business to come before the committee, and nothing was offered.
- 16. Review of New Action Items added at this meeting – Yates reviewed the action items added at this meeting (See Attachment).
- 17. Next Meetings – Hoadley noted the future meetings of the GAC:
 - Brief GAC Meeting to Vote on PPIBs**
Early May – Specific Date and Time TBD
 - GAC Meeting at the Annual Conference**
Friday, June 21
1:30 p.m. – 5:30 p.m. EDT
JW Marriott Indianapolis or Marriott Indy – Room TBD
 - GAC Training for Incoming SY24-25 Members** (and encouraging **all** GAC members to attend):
Thursday, May 30
9:00 a.m. – 10:30 a.m. EDT
- 18. Adjourn – Hoadley asked to adjourn the meeting. Alphonso moved to adjourn; Anbari seconded the motion, and it was unanimously approved. Meeting adjourned at 10:29 a.m. EDT.

Minutes Respectfully Submitted by Alice Yates, Staff Liaison.



Shaping Tomorrow's
Built Environment Today

DRAFT MINUTES

GOVERNMENT AFFAIRS COMMITTEE

**WINTER CONFERENCE
FRIDAY, JANUARY 19, 2024
1:00 PM – 5:00 PM CST**

ATTENDANCE

Members Present

Robert Hoadley, Chair
Sheila Hayter, Vice Chair
Bassel Anbari
Jason Alphonso
Chris Phelan
Tim Wentz
Artorius Reyes
Michael Genin
Weston Hockaday
Louis Van Belle
Beth Tomlinson
Doug Cage
Peter Koneck-
Wilwerding*
Tracey Jumper
Tim Theriault
Albert Sin
Ioan Dobosi
Ahmed Bolbol*
Sonya Pouncy
Eleazar Rivera
Geoff Jenks
Andrew Persily*
Bryan Holcomb
Bill McQuade
Mike Wolf*

Members Absent

Will Fisher
RJ Hartman

Guests

Georgios Pantelidis, GTIC
Shaun Nienhueser, SAC
Daniel Russell
Ronald Gagnon
David Underwood
Erica Powell
Buzz Wright
Benjamin Pignatelli
Katlyn Stoker
James Arnold
Samantha Slater, AHRI
Colin Laisure-Pool
Michele Mihelic, AIA
Arturo Thur de Koos
Iliana Georgia Georgakakou
William McQuade
Ashish Rakheja
Gregory Avina-Rodriguez
Ragan McHan
Kevin Wong*
Haily Mick*
Luis Alaradra, Region XII
Martin Luymes
Vicki Worden
Chris Ruch
Sue Phelan

Staff

Alice Yates
Emily Porcari*
Jacob Karson

Guests (cont.)

Julia Timberman
Jeanette Hay
Pedro Garza
Jennifer Dickinson
Doug Fick
Mark Penchoff
Peter Luftik
Tobi Showunmi
Matthew Hinds
Darryl Boyce
Helen Walter-
Terrinoni
Steve Comstock,
UNEP
Jim Curlin, UNEP
Jeremy Zeedyl,
NEMI
Kimberly Cheslak,
PNNL
Nastase Kline

*Indicates Remote Participation

1. Call to Order, Welcome, and Roll Call - Rob Hoadley called the meeting to order at 1:04 p.m. and welcomed the members. Attendance was taken and a quorum was present.
2. Guest Introductions – Hoadley asked the guests to introduce themselves.
3. ASHRAE Code of Ethics – Hoadley read a summary of ASHRAE’s Code of Ethics:

ASHRAE Code of Ethics Commitment

In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and we shall avoid all real or perceived conflicts of interests.

(Code of Ethics: <https://www.ashrae.org/about/governance/code-of-ethics>)

(Core Values: <https://www.ashrae.org/about/ashrae-s-core-values>)

4. ASHRAE Simplified Rules of Order – These were provided as an attachment to the agenda.
5. Review of Agenda – Hoadley reviewed the agenda and noted that some reports may need to be moved around to accommodate schedules.
6. Approval of Minutes from October 30, 2023 Meeting – Hoadley asked for a vote to approved the minutes from the GAC fall meeting.

MOTION: To approve the Minutes of the October 30, 2023 Meeting. Motion made by Jason Alphonso and Seconded by Sonya Pouncy.

MOTION PASSED: Approved By Voice Vote (CNV). No Objections.

7. Update on Action Items (See Attachment) - Alice Yates reviewed the Action Items and noted that two remained open. Hoadley stated that Action Item #1 should be closed as it has been “overtaken by events.”
8. Report from ASHRAE Government Affairs Office – Yates and Jacob Karson provided a report (See Attachment)
9. Subcommittee Reports and MBO Status Reports (See Attachment)
 - a. Executive Subcommittee – Hoadley stated that the MBOs assigned to this subcommittee are still ongoing.

MBO #3: Review volunteer commitments of committee members as well as membership in general; identify ways to use volunteer time effectively and increase participation in GAC governance and activities.

MBO #4: Review effectiveness of GAC mentorship program and obtain feedback on how best to make use of program.

Action Item: Hoadley asked GAC Members to estimate the number of hours they spend a week on ASHRAE work (GAC and anything else ASHRAE-related). Due: Spring GAC Meeting

b. Policy and Programs Subcommittee

- i. MBO Status - Beth Tomlinson revised the status of the MBOs assigned to this subcommittee, and noted an Action Item assigned to all GAC members.

MBO #6: Determine best approach for communicating effective strategies about building decarbonization and other key issues to government officials.

MBO #8: Continue work with GAC Advisory Board. Review recommendations of board and provide recommendations on how best to enact them.

Action Item: All GAC members should consider recommending members to the Advisory Board. Due: Ongoing.

- ii. PPIB Updates (See Attachments, including flow chart on process for review and approval and Status Table)

PPIB on Building Electrification (See Attachment) – This PPIB was approved unanimously by the PPSC and then submitted to the GAC Executive Subcommittee, which approved the PPIB by a unanimous vote.

MOTION: To approve the updated PPIB on Building Electrification. Motion made by the Executive Subcommittee.

MOTION PASSED: Approved By Voice Vote (CNV). No Objections.

- iii. Update on SMEs for GOEs Program (See Attachment) – Tomlinson reported that details for this pilot program are being developed, and they will be posted on Basecamp shortly.

ACTION ITEM: All GAC members should review the SME-GOE pilot program and provide comments. Due Date: Feb. 9.

- c. Member Mobilization Subcommittee - Artorius Reyes reviewed progress on GOEs (See Attachment) and provided a status update on the MMSC assigned MBOs. Reyes noted the MMSC is looking at better tools for identifying individuals for the GA award, and improved tracking of GOEs along with impacts and outcomes.

MBO #1: Increase the participation of ASHRAE members in Government Outreach Events and other advocacy opportunities by hosting promotional GAC meetings, webinars, and other events to non-GAC ASHRAE members to increase awareness about the GAC.

MBO #2: Enhance the approach for gathering data and reporting on GOEs; include number of government officials and staff who attended the GOEs. Determine best way to differentiate between types of GOEs.

- d. Global Affairs Subcommittee - Tim Theriault reported on the status of his subcommittee's assigned MBOs. As part of this GASC report, the GAC had a robust discussion on the need to translate ASHRAE standards and other publications, as well as Public Policy Issue Briefs for government advocacy. Tim Wentz noted that AI should be able to speed up this process and make it less expensive. Staff noted that funds could be available through the ITA, if ASHRAE submits another application. Bill McQuade noted that the application submitted last year was strong and that ITA had positive things to say about it, but they simply didn't have the funds at that time.

Action Item: Staff will investigate the costs and process for translation of publications. Due Date: by Spring GAC meeting.

Action Item: The GASC will provide a report on priorities for translation (language(s) and publications), working with the Planning Committee to ensure the priorities align with Society's strategic direction and consulting with the Global Technical Interaction Committee through its GAC liaison. Due Date: by Spring GAC meeting.

MBO #5: Build the foundation of a consistent global government engagement program by planning and identifying country- or region-specific events attended by government officials for the purpose of outreach and advocacy.

MBO #7: Work with Global Technical Interaction Committee (GTIC) to facilitate sharing of information to avoid duplication of efforts, including through improved understanding of market needs and the tracking and adoption of ASHRAE standards and guidelines around the world.

MBO #10: Provide recommendations to the full committee on how best to increase the global scope of Government Affairs Committee work and increase participation of members outside North America in committee activities.

- e. Rules Subcommittee - Sheila Hayter reported that this subcommittee approved moving the responsibilities of this subcommittee into the Executive Subcommittee, and dissolving the Rules Subcommittee. Executive Subcommittee unanimously approved this change.

MOP Streamlining and Updates:

MOTION: To approve the updated MOP as shown in the Attachment. Motion made by the Executive Subcommittee.

MOTION PASSED: Approved By Voice Vote (CNV). No Objections.

- f. Nominating Subcommittee – Hayter reported that the work of this subcommittee has been completed. Hayter also noted that Society-Level Nominations are open, and that they can be submitted at the website below. (Deadline: **Feb. 16, 2024.**)

10. Motion Referred from RAL CRC: Allowing GAC Chapter Co-Chairs to attend CRCs if Chairs are Unavailable (See Attachment) – Rob reviewed the motion from the RAL CRC and the proposed response from the GAC.

MOTION: To approve the attached response from the GAC to Members Council.
Motion made by Genin and Seconded by Theriault.

MOTION PASSED: Approved 15-1-0 (CNV).

11. During Executive Session, the Government Affairs Award Nomination was discussed, and a nominee approved.
12. Reports were provided by all of the Regional Vice Chairs (See Attachments), with the exception of the Region I RVC.

- | | |
|--|---------------------------------|
| 1. RAL – Ahmed Bolbol | 8. Region VIII – Eleazar Rivera |
| 2. Region XIV – Ioan Dobosi | 9. Region VII – Doug Cage |
| 3. Region XIII – Albert Sin | 10. Region VI – Beth Tomlinson |
| 4. Region XII – Tim Theriault | 11. Region V – Louis Van Belle |
| 5. Region XI – Geoffrey Jenks | 12. Region IV – Weston Hockaday |
| 6. Region X – Tracey Jumper | 13. Region III – RJ Hartman |
| 7. Region IX – Peter Koneck-Wilwerding | 14. Region II – Michael Genin |

14. GAC PHOTO – Photos were taken of GAC Members; these are available on Basecamp.

15. Reports

- a. ExO Report - Bryan Holcomb provided a report (see Attachment)
- b. Communications Coordinator Report - Sonya Pouncy provided a report (see Attachment)

MBO #9: Work with other relevant bodies within ASHRAE to share needs from Government Officials, and how ASHRAE could better communicate via the web and social media.

- c. Technology Council Representative Report - Chris Phelan provided a report (see Attachment)
- d. Members Council Representative Report Bassel Anbari provided a report (see Attachment)
- e. Pub-Ed Council Representative Report - Jason Alphonso provided a report (see Attachment)

16. Reports from Committee Liaisons

- a. Global Technical Interaction Committee - George Pantelidis, GTIC Member provided a report.
- b. Young Engineers in ASHRAE - Paul Fernandez was not present and did not provide a report.
- c. Student Activities Committee - Shaun Nienhueser, Vice Chair of SAC provided a report.

17. Guest Reports

- a. United Nations Environment Program (UNEP) - James Curlin, Head of Branch, OzonAction; Amr Abdel Hai, Montreal Protocol Programme Officer, OzonAction; and Steve Comstock, Senior Consultant for Partnerships provided a report (see Attachment).

ACTION ITEM: Staff will follow-up with the UNEP staff liaison regarding how to get an invitation from UNEP that could be provided to the chapter chairs and presidents. (They plan to discuss how partnerships between chapters and ozone units can be advanced at the UNEP liaison committee meeting.)

- b. Air-Conditioning, Heating, and Refrigeration Institute (AHRI) - Samantha Slater, Senior Vice President of Government Affairs provided a report, and identified 3 key areas: IRA implementation; DOE Rulemakings; and Refrigerant Transition.
- c. American Institute of Architects (AIA) - Michele Mihelic, Senior Director, Codes & Standards, Advocacy & Policy provided a report.
- d. DOE-LBNL Schools Leadership Team - Sonya Pouncy provided a report on the Schools Pilot Project.
- e. Green Building Initiative (GBI) – Vicki Worden, President and CEO provided a report.
- f. Heating, Refrigeration and Air Conditioning Institute of Canada (HRAI) – Martin Luymes, Vice President, Government and Stakeholder Relations provided a report. They look forward to hopefully working with ASHRAE on 2 outreach events: Federal in May and Ottawa Queens Park in March.
- g. Standard 100 Updates - Kim Cheslak, Member of SSPC 100 provided updates on the– 2024 edition of the standard. Cheslak noted that committee members are available to help with advocacy, in particular for jurisdictions considering BPS. Cheslak also reported on several sessions being held at the Winter Meeting on the new version of Standard 100 and encouraged members to attend.

18. Other Business – No additional business was acted upon.

19. Review of New Action Items added at this meeting – Yates reviewed the new action items added during this meeting (See Attachment).

20. Next Committee Conference Call – Hoadley stated that the next GAC meeting will likely take place in March, after the other subcommittees meet.
21. Adjourn – Hoadley adjourned the meeting at 5:13 p.m. Hayter made the motion and Pouncy seconded, and it was approved unanimously.

Minutes Respectfully Submitted by Alice Yates, Staff Liaison.



**ACTION ITEMS
GOVERNMENT AFFAIRS COMMITTEE
SY 2023-2024**

Last Updated: April 24, 2024

#	Action	Assigned To	Due Date	Status	C/O
<i>Remaining from SY 2022-2023</i>					
1	Consider recommending PAOE bonus points for getting in the GOE forms in a timely fashion.	Incoming GAC Chair	Summer		CLOSED /OBE
<i>Added at 10-30-2023 meeting</i>					
2	Communicate to GAC Chapter Chairs that they will be added to the GAU distribution list.	Staff to draft email RVCs to send email to their Chapter Chairs	Nov 30	Karson sent out on 11-03-2023.	C
3	Communicate to GTIC through staff liaisons that GAC is requesting George Pantelidis to serve as a liaison to the GAC.	Staff	ASAP	11-15-2023 GTIC Chair responded affirmatively to invitation for Pantelidis to serve as the liaison.	C
4	Send Oregon Clean Energy Fund contact to staff who will send to development staff	Jenks	Nov 30		Closed/ NA
5	Provide input to the strategic plan: https://www.ashrae.org/about/strategic-plan	Hoadley – and anyone else – all input is welcome	Nov 15		C
6	Share information about the Sri Lanka CRC Government Officials re meeting with the Member Mobilization Subcommittee (with cc's to Rob Hoadley and Alice Yates), which can then be shared with other regions for their consideration as they plan their next CRCs.	Ahmed Bolbol	Nov 30		C
7	Submit nominations for GAC leadership roles to Hayter and Yates.	GAC Subcommittee Chairs and all GAC members	Nov. 15		C



#	Action	Assigned To	Due Date	Status	C/O
<i>Added at 01-19-2024 meeting</i>					
8	Estimate the number of hours spent on ASHRAE work (GAC and anything else ASHRAE-related).	All GAC Members	Spring GAC meeting	Received several responses (Average time spent on ASHRE is 7.8 hours/week and about 50% is spent on the GAC)	C
9	Consider recommending members to the Advisory Board managed by PPSC.	All GAC Members	Ongoing		O
10	Review the SME-GOE pilot program and provide comments.	All GAC Members	Feb. 9	Comments received from Andy Persily. Additional comments being compiled by the PPSC Chair.	O
11	Investigate the costs and process for translation of publications.	Staff	Spring GAC meeting	Estimate is \$2,000 per document. While this is a high-end estimate, it is recommended to be used by Pub-Ed.	C
12	Provide a report on priorities for translation (language(s) and publications), working with the Planning Committee to ensure the priorities align with Society's strategic direction and consulting with the Global Technical Interaction Committee through its GAC liaison.	GASC	Spring GAC meeting	GASC will provide recommendations in their year-end report; they also recommend this work continue through the next Society Year.	C
13	Follow-up with the UNEP staff liaison regarding how to get an invitation from UNEP that could be provided to the chapter chairs and presidents. (They plan to discuss how partnerships between chapters and ozone units can be advanced at the UNEP liaison committee meeting.)	Staff ASHRAE-UNEP Liaison committee, chaired by Tim Wentz	Spring GAC meeting	It was recommended that the ASHRAE-UNEP Liaison Committee should handle this item, which will likely be discussed at their meeting in May.	

**Status Update of GAC MBOs
SY2023- 2024**

Last Updated: April 24, 2024

MBO	Subcommittee Assigned	Metric(s)	Status
1. Increase the participation of ASHRAE members in Government Outreach Events and other advocacy opportunities by hosting promotional GAC meetings, webinars, and other events to non-GAC ASHRAE members to increase awareness about the GAC.	Member Mobilization	• 4 Office Hours held • Hold Panel at ASHRAE conference • Develop Marketing material for chapter meetings and/or CRCs – possibly a one-pager on the GAC	In progress; 1 st Office Hours Session was held in November; 2 nd Office Hours was held in March. The third session will be on Wednesday, May 8
2. Enhance the approach for gathering data and reporting on GOEs; include number of government officials and staff who attended the GOEs. Determine best way to differentiate between types of GOEs	Member Mobilization	• Provide recommendation to GAC on how GOE reporting should be changed.	This will be on the agenda to discuss in upcoming Member Mobilization meetings.

MBO	Subcommittee Assigned	Metric(s)	Status
3. Review volunteer commitments of committee members as well as membership in general; identify ways to use volunteer time effectively and increase participation in GAC governance and activities.	Executive Subcommittee	• Estimate average volunteer time commitment from committee membership and chairs. • Identify # of committee members with other ASHRAE commitments. • Share information with Members Council and request whether volunteer commitments are similar for other standing committees.	In progress. Working to assess time commitments of members through an email with 2 simple questions. • We have gotten several responses, with an average of 7.7 hours per week spent on ASHRAE activities, with about half of that time spent on GAC-related activities.
4. Review effectiveness of GAC mentorship program and obtain feedback on how best to make use of program.	Executive Subcommittee	• Poll a selection of recent mentees and mentors on their experiences with the program. • Recommend whether the program should be modified.	In progress. Working on a questionnaire to be distributed in May, which will also address onboarding and offboarding for more lessons-learned. The incoming GAC Chair will be identifying Mentors and Mentees prior to the Annual meeting, which should also improve the program.
5. Build the foundation of a consistent global government engagement program by planning and identifying country- or region-specific events attended by government officials for the purpose of outreach and advocacy.	Global Affairs	• Identify national and international conferences/events outside North America where ASHRAE can participate to further government engagement. • Provide recommendations to MMSC on how best to increase the number of GOEs outside North America and increase number of ASHRAE members participating	In progress. Disseminated survey form where events can be identified and recorded. Multiple responses and suggestions of conferences have been received and compiled into a year-end report. The report will also address how to increase GOEs outside North America. We recommend this work continue as an ongoing MBO in the next SY.

MBO	Subcommittee Assigned	Metric(s)	Status
6. Determine best approach for communicating effective strategies about building decarbonization and other key issues to government officials.	Policy & Programs	• Establish a program to connect ASHRAE SMEs to government officials. • Coordinate 3 SME-Government meetings. • Assess effectiveness of program and provide recommendations to GAC on full implementation of program.	The Chair is currently compiling comments from committee members.
7. Work with Global Technical Interaction Committee (GTIC) to facilitate sharing of information to avoid duplication of efforts, including through improved understanding of market needs and the tracking and adoption of ASHRAE standards and guidelines around the world.	Global Affairs	• Nominate a liaison from GASC to GTIC and send recommendation to GAC Chair at earliest possible opportunity. • Each member of GASC to provide a list of ASHRAE standards that have been adopted by various jurisdictions in their regions. • Identify opportunities for ASHRAE Standards adoption, including through scheduling meetings, sharing information about standards, and/or writing advocacy letters for standards adoption.	George Pantelidis was confirmed as the liaison by the GTIC chair on 11/15/23. Discussion began on identifying adoptions and opportunities. Survey disseminated to GASC members; multiple responses have been received. Numerous adoptions of ASHRAE standards have been identified. However, we recommend this MBO should continue into the next SY. No solid opportunities for adoption have been identified, and more research on ASHRAE standard use outside of the U.S. is needed.

MBO	Subcommittee Assigned	Metric(s)	Status
8.Continue work with GAC Advisory Board. Review recommendations of board and provide recommendations on how best to enact them.	Policy & Programs	• Determine whether Advisory Board work should be continued, and if so, whether new members should be invited. • Review recommendations from GAC Advisory Board; determine what recommendations should be referred to the GAC and suggest how those recommendations should be implemented.	The GAC Advisory Board held a meeting in December 2023 another is planned for early May 2024.
9.Work with other relevant bodies within ASHRAE to share needs from Government Officials, and how ASHRAE could better communicate via the web and social media.	Executive Subcommittee, through the Communications Coordinator	• Assess effectiveness of outward and inward facing ASHRAE web and social media presence focused on GAC efforts. • Provide recommendations on how ASHRAE web and social media presence can better serve GAC committee members as well as government officials.	Communications Coordinator and staff will continue to meet periodically and discuss any potential changes to the website.

MBO	Subcommittee Assigned	Metric(s)	Status
10. Provide recommendations to the full committee on how best to increase the global scope of Government Affairs Committee work and increase participation of members outside North America in committee activities.	Global Affairs	• Review current and historical GAC rosters to determine the usual number of committee members outside North America. • Review and compare GOE participation to determine how chapters outside North America compare to chapters in U.S./Canada. • Provide list of challenges that may impede volunteers outside North America from participation on GAC, and recommendations on how to solve these possible challenges	Analysis of current and past GASC rosters conducted. Analysis of GOE participation conducted. Survey disseminated to collect a list of challenges that may impede volunteers from outside NA from participation. Multiple responses received and compiled into a year-end report.

Existing PPIBs					
	Expires	Status	Reviewers	Rec.	Comments
Building Electrification	Feb-24	TFBD reviewed and provided comments	Will, Louis	Minor edits	Approved at Winter Meeting.
Building Decarbonization	June 2024	Will to review. Doug posted comments to Basecamp	Will, Doug	Minor Edits	3/26 – DC sent comments
Building Energy Benchmarking	June 2024	Under Review	Louis, Doug	Needs Update	Changing title to, “Building Energy Benchmarking and Performance Standards”
Climate Change and the Built Environment	June 2024	Doug posted comments to Basecamp. Tomlinson sent to the current Chair of TC 2.5	Louis, Doug	Minor Edits	3/26 – DC sent comments 4/18 – Janice Means sent Comments
Consensus Standards-Expert Solutions to Meet Global Needs	June 2024	Under Review	RJ, Andy	Minor Edits	
Environmental Tobacco Smoke And Electronic Nicotine Delivery Systems	June 2024	Davidson to post to Basecamp and distribute to PPSC members	Andy, Weston	Minor/ major edits to incorporate cannabis	3/17 - Andy sent comments 1/10 - Weston sent comments 4/10 – Andy and Weston sent comments
Indoor Air Quality	June 2024	Davidson to post to Basecamp and distribute to PPSC members	Andy, Weston	Needs Update	3/14 - Andy sent comments 1/10 – Weston sent comments Need to include 241 4/11 – 4/10 – Andy and Weston sent comments
Refrigerants and Their Responsible Use	June 2024	Will to review and received comments from Doug via Basecamp. Tomlinson to send a note to Eleazar	Eleazar, Peter, Will	Needs Update	Need to consider including A3s

Resiliency in the Built Environment	June 2024	Under Review. Tomlinson to contact RJ	RJ, Andy, Beth	Minor Edits	
STEM Education & Workforce	June 2024	Under Review	Beth, Peter	Minor Edits	
Indoor Carbon Dioxide	June 2024	Andy asked for comments via Basecamp	Andy, Weston	Minor edits	1/10 – Andy and Weston sent comments 4/10 – Andy and Weston sent comments
Potential New PPIBs					
Wildfires and Indoor Environmental Health		Andy commented on via Basecamp 3/14 ¹		New	3/14 – Andy sent comments
Embodied Carbon		Under Review	Beth		
Electricity Generation		On Pause until 2025			
Environmental Justice in Building Design		Under Review	Petere, Louis and Beth		
Infectious Disease		To decide based on demand and feedback from the GOEs	Beth		
<u>Note:</u> Recommendation is whether to retire, reaffirm, update with minor edits, update with major edits, or combine with another PPIB.					

Society Year 2023-2024 PPIB Review Process Last Updated: April 17, 2024

¹ Comments received from guideline 44 Chair?

Motions

Motion 1 (Subject Matter Expert Program to Support Government Outreach): GAC recommends that Members Council approve a pilot program that would identify and recruit Subject Matter Experts within ASHRAE to communicate technical information effectively to government officials and policy makers. The framework for the program is provided in Attachment A. Details for the pilot program would be developed during July-December 2023, and the pilot would be implemented in January 2024-June 2024, with SME transportation to three (3) meetings funded under this program.

BACKGROUND:

The GAC's Government Outreach Events program is an effective and well-established program for grassroots members to introduce government officials to ASHRAE, as well as the issues that are critical to advancing the arts and sciences of heating, ventilation, air conditioning and refrigeration. The program uses pre-approved collateral materials including ASHRAE's Public Policy Priorities, Public Policy Issue Briefs, and presentations with information contained in PPPs, PPIBs, as well as Position Documents.

When government officials need to dive deeper into these subjects, including for when they are developing legislation or regulations, an individual with more knowledge and expertise on the subjects is needed. This individual could be compared to a "Distinguished Lecturer" but would need to be able to communicate technical information to non-technical government officials and policy makers and would need to know ASHRAE's positions on the topics at hand. Currently, identifying these individuals is done on an ad-hoc basis, or through the Government Affairs staff, who may need to reach out to staff from the Technology Department to best identify an SME. Because government officials often need information quickly, having a program in place where there is a ready reserve of ASHRAE technical experts with good communication skills would be useful.

FISCAL IMPACT: \$3,500.

The fiscal impact uses the DL budget of \$1,072 per visit (transportation); at 3 visits, the total is \$3,216, which we rounded up slightly.

STAFF IMPACT: 210 hours

Staff time would average about 4 hours per week. Staff time includes scheduling meetings, holding meetings, and taking notes, fleshing out proposals, helping to identify SMEs and create a database, working with the accounting department on transportation reimbursement, working with chapters and Members Council to share information about this program, helping to evaluate the program and write a report at the end of the year.

Information Items

1. Information Item 1. Public Policy Priorities for Society Year 2023-24: The GAC approved by voice vote with no objections the Public Policy Priorities (PPPs) for Society Year 2023-24, and they were subsequently approved by ExCom and the Board of Directors. (Per the Rules of the Board, Section 2.402.003.3, the "Committee annually will develop a list of proposed public policy priorities addressing significant current issues and will submit to ExCom and the Board of Directors for approval and as an information item to Members Council.") The PPPs were developed during the June 6 GAC Planning Meeting.

ATTACHMENT A

Framework for Proposed Subject Matter Expert Program to Support Government Affairs

This program would identify and recruit Subject Matter Experts (SME) within ASHRAE who can communicate technical information effectively to government officials and policy makers. The program would establish a pool of SMEs with specific expertise who would be able to provide technical support and information for government briefings, legislative testimony, and responses to government requests for information. SMEs will be sources of technical support for local to global level government affairs work.

The objective of this program would be to have a vetted list of SMEs for government interaction so that responses to government officials could be provided in a more timely manner, which can be especially important when legislation or regulations are moving quickly. This program would help ASHRAE support its mission of advancing the sciences of HVAC&R to serve humanity and promote a sustainable world.

1. **Define the criteria for selecting SMEs:** The program would define the qualifications that SMEs should meet, such as their professional expertise, experience, and communication skills. They should be able to explain technical subjects in plain language, write and deliver testimony for local pending legislation, and respond to letters and comments. The program will seek broad geographic representation, both globally and locally.
 - The SME must have a deep understanding of the technical subjects related to HVAC&R.
 - The SME must have experience communicating technical information to government officials, agencies, and the public.
 - The SME must have a track record of providing technical support for legislative testimony and public requests for information.
2. **Develop an application process:** The program would design an application process that collects information on the SMEs' qualifications and experience. The application form would be available on the ASHRAE website and require applicants to provide their professional background, experience, expertise, and references. A subset of the GAC¹ would review the applications, conduct interviews, contact references, and make selections. Staff from the Washington Office would also provide input. Individuals selected would hold 3-year terms, with reviews conducted after each government engagement.

¹ Proposed as the GAC Chair and Vice Chair, Chairs of the PPSC, MMSC and GASC, and any GAC members with professional government experience.

3. **Establish a database of SMEs:** The program would maintain a database of SMEs who have been selected for the program. The database would include their contact information, areas of expertise, and availability (if known).
4. **Train SMEs:** The program should provide training to SMEs on how to communicate effectively with government officials, including through briefings and testimony. Washington Office Staff will continue to provide training and support relative to specific engagements.
5. **Engage SMEs:** The program should actively engage SMEs by informing them of opportunities to participate in meetings, provide testimony, or provide input on letters and comments. SMEs would engage with GAC Chapter Chairs and local members. The program would track the SMEs' participation and assess their impact.
6. **Funding for transportation:** The program would offer funding for transportation when the government official specifically requests in-person attendance. The transportation would be approved by the Staff Director of Government Affairs.
7. **Evaluate the program:** The program would be evaluated on an annual basis. Each SME engagement would also be assessed, likely in a qualitative manner as each engagement will be different.

TRACKING GOVERNMENT OUTREACH EVENTS SY 2023-2024

PROGRESS CHART:
Government
Outreach Events

Note: Delta assumes that **ALL**
planned and scheduled events
are held (negative indicates
that we are behind the goal).

	Target	Held	Scheduled	Planned	Delta	Reporting Forms	Recurring Meetings	# of Government Attendees
City/Local		0	0	0	0	0	0	0
State		38	1	7	46	24	17	228
Federal		13	0	0	13	4	0	20
Global		23	0	3	26	22	0	75
In-Person								
Virtual		24						
Total	100	74	1	10	-15	50	17	323

Note: Totals may not add up due
to rounding

SY23-24 SUMMARY TOTALS (to date):	Number of Attendees (ASHRAE Members)	Number of Meetings	Number of in- person Meetings	Number of virtual meetings
Local	0	0	0	0
State	132	175	28	7
Federal	22	13	2	11
Global	75	22	15	5
TOTAL:	229	210	45	23

In Comparison

SY22-23 SUMMARY TOTALS:	Number of Attendees (ASHRAE Members)	Number of Meetings	Number of in- person Meetings	Number of virtual meetings
State	189	172	154	18
Federal	75	44	15	29
Local	10	10	9	1
Global	257	247	42	5
TOTAL:	531	273	220	53

Regional Comparisons

note: 15 = RAL

Region (arabic numeral)	Region	# of GOEs Held In this Region
1 I		4
2 II		1
3 III		1
4 IV		3
5 V		1
6 VI		16
7 VII		6
8 VIII		6
9 IX		3
10 X		3
11 XI		0
12 XII		11
13 XIII		0
14 XIV		0
15 XV		5

checksum: values in the next
two cells should match

74

60