ASHRAE TC 5.5 Air-to-Air Energy Recovery
ASHRAE 2020 Annual Conference, Virtual

<table>
<thead>
<tr>
<th>Events</th>
<th>Time</th>
<th>Location*</th>
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</thead>
<tbody>
<tr>
<td>TC 5.5 Air-to-Air Energy Recovery</td>
<td>June 18, 2020 1:00 PM-4:00 pm EST</td>
<td>Virtual, link below</td>
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https://zoom.us/j/93831660519?pwd=U1ZtQWJDenBJQ0xZK0k1NUpscHJkUT09

Agenda TC 5.5 Full Meeting

Launch [20 minutes total]
1. Call to Order / Welcome
2. TC Scope
   TC 5.5 is concerned with air-to-air heat exchangers, their application and cost benefit relationship. It includes consideration of the needs and procedures for standardization and testing, rating and terminology applicable to air-to-air energy recovery.
3. Introduction & Sign up (current email & updates)
4. Roll Call of Voting Members (exhibit 2)
5. Agenda Review and Adoption
6. Approval of Minutes
   a. TC5.5 Committee Meeting, May 11, 2020
7. Chair’s Report

SARS-CoV-2 Response [40 minutes total]
8. TC5.5 Activities in support of ASHRAE Epidemic Task Force and Building Readiness Documents

Liaison Reports [50 minutes total]
9. Technical Activities Council (TAC) Liaison (Larry Smith)
10. ASHRAE Learning Institute (Paul Pieper)
11. SSPC 90.1
   a. SSPC 90.1 Activities – (Adam Fecteau)
   b. HVI/TC5.5 Working Group (Mo Afshin)
12. Standard 62.1 (Mo Afshin)
13. Standard 205 Working Group (Kristin Sullivan)

Subcommittee Reports [50 min total]
15. Program (Ronnie Moffitt)
16. Research (John Dieckmann)
17. Standards (Matthew Friedlander)
18. Website http://tc0505.ashraetcs.org/ (Brandon Damas)
19. Membership (Matthew Friedlander)
   Roster rollover date has been pushed back to August 1 this year.

**Continuation of TC5.5 [15 min total]**

20. Required Annual Review of TC5.5
   ASHRAE’s Technical Activities Committee requires that for each Technical Committee, the
   Committee Chair and Committee Membership shall evaluate their progress in accomplishing the
   purpose for which they were constituted and recommend one of the following action:
   Continue, Merge, or Dissolve.

**New Business**

   Discussion should be after a motion and second.

**Next Meeting**

   Next face-to-face meetings will be at the 2021 Winter Meeting, January 23rd-27th, in Chicago, IL

   - Matthew Friedlander, Chair TC 5.5
     2020-01-15
Exhibit 1:

**ASHRAE Code Of Ethics**
(Approved by ASHRAE Board of Directors January 30, 2013)

1.140.001.1 As members of ASHRAE or participants in ASHRAE committees, we pledge to act with honesty, fairness, courtesy, competence, integrity and respect for others in our conduct.

A. Efforts of the Society, its members, and its bodies shall be directed at all times to enhancing the public health, safety and welfare.

B. Members and organized bodies of the Society shall be good stewards of the world’s resources including energy, natural, human and financial resources.

C. Our products and services shall be offered only in areas where our competence and expertise can satisfy the public need.

D. We shall act with care and competence in all activities, using and developing up-to-date knowledge and skills.

E. We shall avoid real or perceived conflicts of interest whenever possible, and disclose them to affected parties when they do exist.

F. The confidentiality of business affairs, proprietary information, intellectual property, procedures, and restricted Society discussions and materials shall be respected.

G. Each member is expected and encouraged to be committed to the code of ethics of his or her own professional or trade association in their nation and area of work.

H. Activities crossing national and cultural boundaries shall respect the ethical codes of the seat of the principal activity.

**Exhibit 2: Voting Members and Officers as of 6/2/2020**

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Term Expiration</th>
<th>Position/Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matthew Friedlander</td>
<td>Voting</td>
<td>(7/31/2020)</td>
<td>Chair (7/31/2020) Standards Subcommittee Chair</td>
</tr>
<tr>
<td>Adam Fecteau</td>
<td>Voting</td>
<td>(6/30/2023)</td>
<td>Vice Chair (7/31/2020) 90.1 Liaison</td>
</tr>
<tr>
<td>Mohammad Afshin</td>
<td>Voting</td>
<td>(6/30/2022)</td>
<td>Secretary (7/31/2020) 62.1 Liaison</td>
</tr>
<tr>
<td>Prakash Dhamshala</td>
<td>Voting</td>
<td>(6/30/2022)</td>
<td>Subcommittee Chair</td>
</tr>
<tr>
<td>John Dieckmann</td>
<td>Voting</td>
<td>(6/30/2022)</td>
<td>Research Subcommittee Chair</td>
</tr>
<tr>
<td>Ronnie Moffitt</td>
<td>Non-voting</td>
<td></td>
<td>Program Subcommittee Chair</td>
</tr>
<tr>
<td>Paul Pieper</td>
<td>Non-voting</td>
<td></td>
<td>All Coordinator</td>
</tr>
<tr>
<td>Marcus D’Arcy</td>
<td>Voting</td>
<td>(7/31/2020)</td>
<td>Member</td>
</tr>
<tr>
<td>Drake Erbe</td>
<td>Voting</td>
<td>(6/30/2021)</td>
<td>Member</td>
</tr>
<tr>
<td>James Piscopo</td>
<td>Voting</td>
<td>(7/31/2020)</td>
<td>Member</td>
</tr>
<tr>
<td>Kristin Sullivan</td>
<td>Voting</td>
<td>(6/30/2022)</td>
<td>Member</td>
</tr>
<tr>
<td>John Bade</td>
<td>Voting</td>
<td>(6/30/2023)</td>
<td>Member</td>
</tr>
<tr>
<td>Carey Simonson</td>
<td>Voting</td>
<td>(6/30/2023)</td>
<td>Member</td>
</tr>
<tr>
<td>Marc Tardif</td>
<td>Voting</td>
<td>(6/30/2023)</td>
<td>Member</td>
</tr>
<tr>
<td>Brandon Damas</td>
<td>Non-voting</td>
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<td>Webmaster</td>
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Dates indicate expiration date of terms.