



TC/TG/TRG No. TC 4.2 DATE: February 24th, 2013

TC/TG/TRG TITLE: Climatic Information

DATE OF MEETING: January 29, 2013 LOCATION: Dallas, TX.

MEMBERS PRESENT	MEMBERS ABSENT		EX/OFFICIO MEMBERS AND ADDITIONAL ATTENDEES
Didier Thevenard (Chair, Web, VM) Dru Crawley (VC, Res, Stds, VM) Juan-Carlos Baltazar (Sec, VM) Neal Lott (VM) Philip Jarret (VM) Joe Huang (VM) Chip Barnaby (VM) Steve Cornick (CM) Larry Degelman (CM) Dave Westberg (PCM) Chuck Khuen (PCM) Ulrike Passe (PCM)	Norm Bourassa (VM) J Patrick Carpenter (VM) Stuart Malkin (VM) Ronald Petersen (VM) John Kennedy (VM) Evyatar Erell (NQ) Geoffrey Levermore (NQ)	Anthony Arguez (CM) William Bahnfleth (CM) Constantinos Balaras (CM) Bryan Becker (CM) Jui-Chen Roger (CM) Don Colliver (CM) Reda Djebbar (CM) Brian Fricke (CM) Chris Gueymard (CM) Kenneth Hubbard (CM) Achilles Karagiozis (CM) Clayton Lampman (CM) Linda Lawrie (CM) Robert Lucas (CM) Robert J Morris Richard Perez (CM) Michael Roth (CM) Thomas Stoffel (CM) Charles Whitlock (CM)	David Beswarth Abram Conant Lu Xing Michael R Bilderbeck (TAC SH) Harris Sheinman (Liaison)

TAC CHAIR	Charles Culp	CHAP TECH TRANS LIAISON	Harris Sheinman
TAC SECTION HEAD	Michael R Bilderbeck	PROGRAM LIAISON	Bill Dietrich
RAC RESEARCH LIAISON	Srinivas Garimella	PROF DEV COMM (ALI)	John H Nix
SPECIAL PUBS LIAISON	William S Fleming	STANDARDS LIAISON	James Tauby
HANDBOOK LIAISON	James Dale Aswegan	STAFF LIAISON (RESEARCH/TECH)	Mike Vaughn

Abbreviations: VM = Voting Member, CM = Corresponding Member, NQ= Member Non-quorum

ASHRAE TC/TG/TRG ACTIVITIES SHEET

DATE: Current as of 1st February 2013

TC/TG/TRG NO.: TC 4.2

TC/TG/TRG TITLE: Climatic Information

CHAIR: Didier Thevenard

VICE CHAIR: Dru Crawley

SECRETARY: Juan-Carlos Baltazar

TC/TG/TRG MEETING SCHEDULE

Location-Past 12 Months	Date	Location-Planned Next 12 Months	Date
Dallas, TX	2013-01-29	Denver, CO	2013-06-25
San Antonio, TX	2012-06-26	New York, NY	2014-01-21
Chicago, IL	2012-01-24	Seattle, WA	2014-07-01

TC/TG/TRG SUBCOMMITTEES

Function	Chairman
Handbook	Neal Lott
Research & Standards	Drury Crawley
Program	Joe Huang
Honours	Joe Huang

RESEARCH PROJECTS-CURRENT

Project Title	Contractor	Monitoring Comm.	Report Made At Meeting
1413-TRP Developing Standard Procedures for Filling Weather Data-Gaps During Analysis of Measured Building Energy Use	University of Oklahoma	Didier Thevenard (Chair), Chip Barnaby, Steve Cornick, Neal Lott	Contractor is having a good progress, for Tdb and Solar Radiation Gaps, yet need to complete methods for Tdp, wind speed and wind direction. It will be an Interim meeting to talk about the progress on March or April and plan how to deliver subroutines. Requested no cost extension to July 31, 2013
1613-RP Update Climatic Design Data in Chapter 14 of the 2013 Handbook of Fundamentals	Numerical Logics	Robert Morris (Chair), Neal Lott, Steve Cornick, Steve Bruning, Dru Crawley	Data tables are done, work on WDview alpha and beta was completed. Two papers have been submitted and one more on the trends is being prepared. Requested no cost extension to July 31, 2013
1561-RP Procedures to Adjust Observed Climatic Data for Regional or Microclimatic Variations	Novus Environmental Inc.	Robert Morris (Chair), Neal Lott, Steve Cornick, Dru Crawley	Mr. Cornick reported that the PMS met and that the model selected for the meso-scale was WARF. On April 15 will be a teleconference (Morris, Lott, Dru, Cornick and the contractor).

LONG RANGE RESEARCH PLAN							
Rank Title	RTAR			Work Statement			RAC Approval for bidding
	Writ-ten	TC Approved	Subm'd to RAC	Writ-ten	TC Approved	Subm'd to RAC	
1610-WS, Development of a Transposition Model for Clear-Sky Solar Irradiance	Yes	Yes	Yes	Yes	Yes	Yes	Sent back with comments
Xx-RTAR Moisture Design Reference Years for Hygrothermal Analysis and Design of Buildings (1325-RP Update)	Yes	Yes					Cornick put a draft RTAR on the TC Google site after the Montreal meeting (see attached). TC requested to provide comments back by March 15, 2012.

HANDBOOK RESPONSIBILITIES					
Year	Volume	Chapter Title	No.	Deadline	Handbook Sub. Liaison
2013	HOF	Climatic Design Information	14	2013-02	James Dale Aswegan

STANDARDS ACTIVITIES – List and Describe Subjects

TC 4.2 is the cognizant TC for Std.169 *Weather Data for ASHRAE Building Standards*. The TC 4.2 HOF data has been incorporated into this proposed standard. Other coordination will be undertaken as needed such as with SSPC 169.

TECHNICAL PAPERS from Sponsored Research-Title, when presented (past 3 yrs. present & planned)
<ul style="list-style-type: none"> • Poster Session, Methods for estimating heating and cooling degree-days to any base temperature (1453-RP) (LV-11-021) • Updating the ASHRAE Climatic Data for Design and Standards (1453-RP) (AB-10-012) • Impact of Typical Weather Selection Approaches on Energy Analysis of Buildings (RP-1477) (OR-10-042) • Influence of Long-term Trends and Period of Record Selection on the Calculation of Climatic Design Conditions and Degree-Days (OR-10-045) • Evaluation of Typical Weather Year Selection Approaches for Energy Analysis of Buildings (1477-RP) (Louisville, June 2009) (LO-09-072)

TC/TG Sponsored Transactions-Title, when presented (past 3 yrs. present & planned)
None currently planned.

TC/TG Sponsored Seminars-Title when presented (past 3 yrs. present & planned)

- Seminar 65 - Impacts of Environmental Change on Building Design and Their HVAC Systems – San Antonio, TX
- Seminar 18: New High Quality Solar Data Sources and Analysis Methods for High Resolution Weather Applications: Part 1 – Montreal, June 2011
- Seminar 48: New High Quality Solar Data Sources and Analysis Methods for High Resolution Weather Applications: Part 2 – Montreal, June 2011
- Seminar 16: Climate Change: It’s Happening, So Who’s Responding? TC 2.5 and TC 4.2 Co-sponsor – Las Vegas, January 2011
- Seminar 11: Background on Load Calculations Methodologies (Past and Present); Current ASHRAE Information (Handbook and Publications), TC 4.1 (TC 4.2 co-sponsor) – Orlando, January 2010
- Seminar 45, Climate Change Update (TC-2.5, Global Climate Change, cosponsor)
- Seminar 50, ASHRAE Handbook: Fundamentals Volume, Load Calculation Improvements (co-organized with TC 4.1 and TC 4.5) – Louisville 2009
- Seminar 42, The Tables Re-loaded: Handbook Rollout, Chapter 28 – Chicago 2009
- Seminar 4, Meso-scale weather modeling for building applications – Chicago 2009
- Seminar 78, Weather Data for Computer Simulation - More accurate tools for a climate change world. – New York January 2008.
- Seminar 48, Climate Change: Modelling the Weather and Its Potential Impacts on Building Performance – Long Beach, June 2007.

TC/TG Sponsored Forums-Title, when presented (past 3 yrs. present & planned)

- Climatic design information in the 2013 Handbook – Montreal, June 2011

JOURNAL PUBLICATIONS, when published (past 3 yrs. present & planned)

Monthly average clear-sky broadband irradiance database for worldwide solar heat gain and building cooling load calculations, by Christian Gueymard & Didier Thevenard. I, Volume 83, Issue 11, November 2009, Pages 1998-2018.

Attachments:

Schedule and Agenda

Minutes

Action Items

TC4.2 Handbook Meeting

Report from the Chair

TC/TG Activity Feedback Form

Research Subcommittee Agenda

**2013 Winter Meeting Schedule and Agenda, Dallas, TX
TC 4.2 (Climatic Information) and Related Activities**

Time/Date	Meeting/Event	Hotel, Room, Floor
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Saturday, 26 January 2013

No activities planned

Sunday, 27 January 2013

9:00 a.m. - 10:00 a.m.	1561-PES (also by GoTo Meetings, https://www2.gotomeeting.com/join/331546178 Dial +1 (312) 878-3080, Access code: 331-546-178	Majestic 2 (H37)
10 a.m. - 11:30 a.m.	1413-RP, <i>“Developing Standard Procedures for Filling Climatic Data Gaps for use in Building Performance Monitoring and Analysis”</i>	Majestic 2 (H37)
12:00 a.m. - 1:30 p.m.	1613-RP, <i>“Update Climatic Design Data in Chapter 14 of the 2013 Handbook of Fundamentals”</i> and TC 4.2 Handbook Subcommittee Meeting	Majestic 2 (H37)
1:30 p.m. - 2:30 p.m.	TC 4.2 Program subcommittee	Majestic 2 (H37)

Monday, 28 January 2013

11:00 a.m. - 12:00 p.m.	Weather Data SSPC 169, <i>Weather Data for Building Design Standards</i>	City View 2 (H4)
4:15 p.m. - 6:00 p.m.	TC 4.2 Research Subcommittee Meeting	Trinity 4 (H3)

Tuesday, 29 January 2013

1:00 p.m. to 3:30 p.m.	TC 4.2, Climatic Information, Full Committee Meeting	City View 6 (H4)
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Wednesday, 30 January 2013

No activities planned

AGENDA, ASHRAE TC 4.2 Climatic Information

1:00 – 3:30 PM, Tuesday, 29 January 2013

Scope: TC 4.2 is concerned with identification, analysis and tabulation of climatic data for use in analysis and design of heating, refrigeration, ventilation and air-conditioning systems. Promotion of effective use of weather information in these applications is also included.

1:00 PM	Call to order Roll call Introductions Approval of agenda Approval of minutes of San Antonio meeting (June 2012) Report from the Chair/Announcements Introduction of liaisons (liaison announcements/requests)	Thevenard Baltazar
1:15 PM	Membership Roster Rollovers (for July 2013)	Thevenard
1:20 PM	Review of Action Items and Status	Crawley
1:35 PM	Research Reports on status of current, future and completed research projects: <ul style="list-style-type: none">● 1413-RP (Filling of data gaps in climatic records)● 1561-RP (Mesoscale modeling of climatic data)● 1610-WS Clear sky transposition model● 1613-RP (Update Climatic Design Data in Chapter 14 of the 2013 Handbook of Fundamentals)● Draft WS, Update Climatic Design Data in Chapter 14 of the 2017 Handbook of Fundamentals (Lott)● A Global Database of Moisture Design Reference Years for Hygrothermal Analysis and Design of Buildings: 1325-RP Update (Steve Cornick)● Long-term research plan● Other potential research projects	Crawley
2:05 PM	Handbook <ul style="list-style-type: none">● 1613-RP Update of Climatic Data for 2013 Handbook of Fundamentals● Revisions and errata	Lott
2:20 PM	TC-4.2 developments	Cornick
2:40 PM	Program <ul style="list-style-type: none">● Denver, June 22-26, 2013● Future conferences	Huang
2:55 PM	Standards Report SSPC 169 Weather Data for Building Design Standards	Crawley
3:10 PM	Old business	Cornick/Thevenard
3:20 PM	New business	from floor
3:30 PM	Adjournment	

Next Meeting: Denver, CO, Tuesday 25th June 2013

Minute: ASHRAE TC 4.2 Climatic Information

1:00 – 3:30 PM, Tuesday, 29 January 2013

Scope: TC 4.2 is concerned with identification, analysis and tabulation of climatic data for use in analysis and design of heating, refrigeration, ventilation and air-conditioning systems. Promotion of effective use of weather information in these applications is also included.

- 1:00 PM Call to order **Thevenard**
Chair Didier Thevenard opened the meeting
- Roll call **Baltazar**
Roll Call and introductions. A voting quorum (6 of 11 voting members) was present
- Approval of agenda
Huang move to approve the agenda, Chip second
Voting: Unanimous (6-0-0)
- Approval of minutes of San Antonio meeting (June 2012)
Crawley move to approve the minute, Chip second
Voting: Unanimous (6-0-0)
- Report from the Chair/Announcements
Deadline for conference papers and technical papers, March 15 and April 19 respectively
(see corresponding attachment for more details)
- 1:15 PM Membership Roster Rollovers (for July 2013) **Thevenard**
Roster Rollovers (after June 2013)
Carpenter, Peterson, Thevenard and Baltazar will roll to Corresponding Member
Cornick and Degelman will become Voting Member
- Executive:**
Westerberg and Khuen will become Voting Member after June 2013
- 1:20 PM Review of Action Items and Status **Crawley**
TC 4.2 members to review Long-term research plan and provide comments back to Cornick
- 1:35 PM Research **Crawley**
Reports on status of current, future and completed research projects:
- 1413-RP (Filling of data gaps in climatic records)
Thevenard gave the following report:
Contractor is having progress, for Tdb and Solar Radiation Gaps, yet need to complete methods for Tdp, wind speed and wind direction.
It will be an Interim meeting to talk about the progress on March or April and plan how to deliver subroutines
Didier move to give no cost extension to the contractor by end of July 2013, Joe second
No discussion
Voting: Unanimous (6-0-0)
 - 1561-RP (Procedures to Adjust Observed Climatic Data for Regional or Microclimatic Variations)
Crawley informed that: There was a Web meeting. The project underway. Mr. Morris is the PMS chair, it needs to be decided if Mr. Morris would like to continue to be in charge.
It will be a conference call with the contractor in the middle of April

- 1613-RP (Update Climatic Design Data in Chapter 14 of the 2013 Handbook of Fundamentals)
Crawley informed that: Data tables are done, work on WView alpha and beta was completed.
Two papers have been submitted and one more on the trends is being prepared.
Requested no cost extension to July 31, 2013
Crawley moved to approve the non-cost extension, Lott seconded
No discussion
Voting: Unanimous (5-0-0)

- **Xx-RTAR** A Global Database of Moisture Design Reference Years for Hygrothermal Analysis and Design of Buildings: 1325-RP Update
This project will be co-sponsored by the TC4.4
Crawley moved to approve the RTAR and to send it to RAC, Huang seconded
No discussion
(5-0-0)

- Draft WS, Update Climatic Design Data in Chapter 14 of the 2017 Handbook of Fundamentals (Lott)
Neil comment that the draft was sent to all the members, and the TC 4.1 approved it for co-sponsorship (voting 8-0-0)
Neil moved to approve the WS as written and send it to RAC, Seconded by Phil Jarret
No discussion
Voting: Unanimous (5-0-0)

- Long-term research plan
Receiving inputs in a continue way, check the TC 4.2 Google group for the plan

- Other potential research projects
More topics to be talked in the next research meeting

2:05 PM

Handbook

Lott

- 1613-RP Update of Climatic Data for 2013 Handbook of Fundamentals
- Revisions and errata

Neil informed all is underway, any comments need to be submitted in the next week. See the appendix of Handbook minute.

2:20 PM

TC-4.2 developments

Cornick

No developments

Cornick, suggest to talk to Bourassa about new ways to deliver data

- *Make it accessible*
- *Check with ASHRAE*
- *Making the best use of the remote data available*
- *Formalize the link with NASA Thevenard will ask NASA about the interest or position in this view*

2:40 PM

Program

Huang

- Denver, June 22-26, 2013

- Future conferences

Huang reported:

Propose a seminar that one of the two that were rejected before

“New sources of weather data” – looking for new title

Potential presenters: Phil Jarret, Neil Lott NCDC and Steve Wilcox NREL

There are 2 technical papers submitted to ASHRAE

Potentially two or three papers for Seattle conference

- | | | |
|---------|--|--------------------------|
| 2:55 PM | Standards Report
SSPC 169 Weather Data for Building Design Standards
<i>Crawley informed: that a document to replace completely the existing standard was released for public review by late august. It has received 11 comments from 4 commenters.
The standard approved as of today will probably be available on late spring for final public review. It should be streamlined from the work of 1613 and by rationalization of the weather zones.</i> | Crawley |
| 3:10 PM | Old business | Cornick/Thevenard |
| 3:20 PM | New business | from floor |
| 3:30 PM | Adjournment
<i>Crawley moved, Jarret seconded
Voting: Unanimous (5-0-0)</i> | |

Minutes prepared by Juan-Carlos Baltazar, TC 4.2 Secretary

ASHRAE TC 4.2 Climatic Information
TC 4.2 Action Item Summary

Dallas, TX (January 2013)

<i>Item</i>	<i>Who</i>	<i>Status</i>
TC 4.2 members to review Long-term research plan and provide comments back to Cornick	TC 4.2 Members	Continued

TC 4.2 -Handbook - Chair: Neil Lott

- 1613-RP and HOF subcommittee (Jan 27, 12:00 – 1:30, Jan 28 Research meeting, Jan 29 TC 4.2 meeting)
 - Present for Jan 27 meeting:
 - Didier Thevenard
 - Juan-Carlos Baltazar
 - Neal Lott (PMS)
 - Philip Jarret
 - Steve Cornick (PMS)
 - Larry Degelman
 - Dave Westberg
 - Dru Crawley
 - Chuck Khuen
 - Didier reported on the status with these key points:
 - WD View update is nearing completion – lots of feedback from the TC. Last chance for review before publication to DVD – submit to Didier within next 10 days.
 - Calculation of trends is in progress but not ready to present. Will use most recent 25 years of data. Analysis by station and by 5-degree lat/lon grid. **Action:** Will have call in early March. Neal to schedule.
 - 2 papers have been submitted for Denver – one regarding the data and overall methodology and one regarding the solar rad. model.
 - Didier will submit paper on climate trend analysis - to be submitted for the summer 2014 meeting.
 - **Action:** no cost extension to July – vote on Tuesday. **Completed** – TC 4.2 voted 5-0 in favor of the extension.
 - **Action:** Didier to correct the location of Washington National for the WD View DVD.
 - **Action:** Didier to provide Neal/NCDC with information concerning errors found in ISD metadata and data.
 - For the 2017 draft work statement, we discussed the changes and additions vs the 2013 version:
 - 6443 total stations for 2013 will likely increase for 2017.
 - Climate trends will be accounted for by using more recent data as done in each update cycle – trends analysis should include some measure of means and extremes.
 - Clear sky conditions and solar model will be reviewed to determine best methods to use – determine if any changes vs 2013 are needed.
 - Mean monthly solar radiation will be added, and other parameters will be considered for inclusion, such as wet bulb statistics.
 - Results of 1561-RP (mesoscale model usage) will be adapted into the deliverables so that members will be able to estimate the climate table values for locations w/o hourly weather data.
 - Climate zone maps will be included in the project (but not included in the HOF).
 - Format of tables and the overall layout will be evaluated for best ways to present the data.

- Printed tables (in Handbook) about the same as 2013 – our liaison confirmed that this is needed.
 - Liaison said that our 4-year cycle for updates is still a very good process to follow.
 - **Actions and status** for Research meeting and TC 4.2: 1) confirm 2017 HOF PES membership – completed except will confirm with Steve Bruning, 2) finalize the 2017 WS based on recent input - completed, 3) discuss new elements for possible inclusion – completed, 4) get TC 4.1 decision/vote – completed – all voted in favor, 5) determine if \$150K is ok for the WS – completed and confirmed, 6) TC 4.2 to vote on the new WS - completed – all voted in favor, 7) Neal to send to Mark Vaughn with cc to research liaison.
- **Tuesday, Jan 29 TC 4.2 Vote:** **1)** Acceptance of work statement for 2017 update of HOF to forward to RAC – for – 05, against – 00, not voting (chair) – 01. **2)** 1613-RP no cost extension to Jul '13 – for – 05, against – 00, abstain – 01 (contractor).

Notes from the Chair (excerpts from info provided by Section Head):

1. **2012-2013 Hightower Award Recipient - Lucas Hyman, TC 1.10**

Lucas B. Hyman has provided technical leadership to TC 1.10 (Cogeneration Systems) for more than four years. He has also made very significant technical contributions to TC 6.2 (District Energy) and TO 6.9 (Thermal Storage). Mr. Hyman's contributions to ASHRAE technical committees and especially to TC 1.10 in the last four years have been exemplary and make him a well deserving recipient of the George B. Hightower Award.

2. **Meeting Procedures updated in TC MOP**

Part 4 – Meetings of the Manual of Procedures (MOP) for ASHRAE technical committees (TCs/TGs/MTGs/TRGs) has been revised to clarify that attendance at technical committee meetings and subcommittee meetings must be open, except as allowed for by executive session procedures, and that an interim meeting is allowed with proper notification. See the following link for the latest version of the TC MOP: <https://www.ashrae.org/standardsresearch--technology/technical-committees>

3. **Request for each technical committee to review ASHRAE Code of Ethics** See the following link for the latest version of the ASHRAE Code of Ethics: <https://www.ashrae.org/about-ashrae/> A hardcopy of the ethics is also attached to this document.

4. **New TAC Presentation template for TC members to use with local Chapter** The new presentation template allows TC members, without a lot of effort, to give a presentation to their local chapter on TAC and the TCs in general and to also customize a few slides with information specific to their own TC or TCs. TAC hopes to roll-out this new presentation to the TCs in Dallas at the TC Chairs' Training Workshop briefly. The template will then be posted to the Technical Committee page of the ASHRAE website for download.

5. **Employment Discipline added to ASHRAE BIO Online Input Form**

A new input field titled Employment Discipline has been added to the ASHRAE online member (BIO)graphical input form and TAC would like all TC members to self-declare their employment discipline prior to the Annual meeting in Denver by going to the Members Only section <https://eweb.ashrae.org/eweb/DynamicPage.aspx?Site=ASHRAE&WebKey=8396a37a9fc2-4f50-9332-5eebebe73494>) and enter their employment discipline information. The link should take you directly to the screen, which is located under demographics.

6. **E&P Beta Test #3 TC meetings being Held in Dallas**

The 3rd beta test of Electronic and Present (E&P) meetings, which allows some TC members to participate in the TC meeting from a remote location electronically, will occur in Dallas and the following TCs have agreed to participate in this test: TCs 1.5, 1.8, 2.2, 5.8, 7.4, 7.9, and 8.8. The chairs of those TCs participating should provide to their Section Head feedback on their E&P meeting experience before TAC meets on Wednesday morning, 1/30.

7. **Useful TC/TG/TRG/MTG Chair Information and forms on ASHRAE website**

Information for TO/TG/TRG and MTG chairs can be found on the Technical Committee page of the ASHRAE website at the following link: <http://www.ashrae.org/standardsresearch--technology/technical-committees>

The TO/TG/TRG Manual of Procedures (MOP) has been revised to include a new committee

type, Multidisciplinary Task Groups (MTGs). MTGs are different from TOs, TGs, and TRGs. The objective of the MTG is to first try to better coordinate and focus the activities of the affiliated TO and non-TO groups (EHO, REF, SSPOs, outside groups, etc) that make-up the MTG on the task for which the MTG was created without duplicating the functions of a TO or TG so that the task can be completed as efficiently as possible. In special cases, MTGs may also be authorized by TAO to assume some TO/TG functions, such as research, if it is deemed necessary to better complete their task assignment.

Since the need, purpose, and progress of each MTG is reassessed and reaffirmed by TAO each year, there are no term limits for the MTG Chair, Vice Chair, Members and Alternates.

8. TC Master Calendar - Now Available through Google

The Technical Committee Master Calendar is now available through Google. In order to access this calendar you need to have a Google account.

Once you log into your Google account, follow the instructions below: To

add a friend's calendar, just follow these steps:

1. At the bottom of the calendar list on the left, click Add and select Add a friend's calendar.
2. Enter the appropriate email address (techservices1791@gmail.com) in the field provided, then click Add.

This calendar is public and will appear under 'Other Calendars' in the left column.

To set up Google Calendar Sync to your Outlook:

1. Make sure you're using a supported operating system and Outlook version.
2. Download Google Calendar Sync (version 0.9.3.6) at http://dl.google.com/googlecalendarsync/GoogleCalendarSync_Installer.exe
3. Once a dialog box appears, click Save File. The downloaded file should open automatically. If it doesn't, manually open it from your browser's download window.
4. Click OK to confirm that you're aware this is an executable file.
5. Read through the Google Calendar Sync Terms of Service, and click I Agree.
6. Follow through the Installation Options and click Install to finish the set-up process.

Once Google Calendar Sync is installed on your computer, the Google Calendar Sync Settings window will appear:

In the Settings window, enter your email address and password and select the Sync Option you prefer. Read about each Sync Option.

You'll also be able to set the time interval for syncing to occur. Please keep in mind that 10 minutes is the minimum time interval allowed.

After the initial set-up, you can access the Google Calendar Sync Settings window again by double-clicking the calendar icon in your Windows System Tray.

9. New MTGs that have been formed

TAC approved the formation of the following new Multidisciplinary Task Group (MTG) at their fall meeting:

MTG.CCDG - Cold Climate Design Guide Development

Scope

MTG.CCDG will coordinate TC/TG/TRG technical activities to help support the technical basis, development, and publication of a “Cold Climate Design Guide” in conjunction with REHVA and SCANVAC. Responsibilities include the development of supporting research, presentations, and content for the “Cold Climate Design Guide” special publication.

The chair and vice chair of the MTG are Frank Mills and Bjarne Olesen, respectively.

For more information on this MTG and the six other MTGs, please go to the MTG section on the following web page: http://www.ashrae.org/standards-research--_technology/technical-committees

If your TC would like to have a voting representative on a particular MTG, please contact the ASHRAE Manager of Research and Technical Services, Mike Vaughn, at MORTS@ashrae.net.

- 10. Option for TC Subcommittee Meetings via Conference Calls and Web Meetings** More and more TCs are taking advantage of a new Society service that allows TCs to hold subcommittee meetings by phone and/or web. Many TCs are finding this to be a more efficient way for them to conduct subcommittee business and it also allows TC members that can't travel to meetings on a regular basis a way to still contribute to the TC. Such a change can also eliminate potential conflicts with the TC's program sessions at Society meetings. Please pass your conference call/web meeting/webinar requests on to the Manager of Research and Technical Services, Mike Vaughn, at mvaughn@ashrae.org or MORTS@ashrae.net

11. Upcoming Program Dates

Denver Meeting - June 22-26, 2013

- Conference Site Live: January 7, 2013
- Denver Seminar and Forum Session Proposals are due February 11, 2013
- Technical Papers Final Review Due – February 15, 2013
- Acceptance/Reject Notifications issued for Conference papers, Seminars and Forums – March 25, 2013
- All presentation files (PPT) due online – June 3, 2013
- Conference Website: <http://www.ashrae.org/denver/>

New York Meeting January 18-22, 2014

- Conference Paper Abstracts due March 15, 2013
- Acceptance/Reject Notifications issued for Conference papers abstracts – April 5, 2013
- Technical Papers Due for Review – April 19, 2013
- Conference Site Live: June 3, 2013
- Web Site Opens for Seminar and Forum proposals – June 3, 2013
- Final Conference Papers Submitted for Review – July 3, 2013
- Technical Papers final review due August 12, 2013
- New York Seminar and Forum Session Proposals are due August 12, 2013
- All presentation files (PPT) due online – January 3, 2013
- Conference Website: <http://www.ashrae.org/newyork/>

The Conferences and Expositions Committee (CEC) oversees ASHRAE's annual and winter conferences and other specialty conferences and expositions globally. The CEC continually works to improve the conference experience for all attendees. To help keep a “pulse” on the technical issues

facing professionals in the HVAC&R marketplace, the CEC seeks ideas for tracks for the Dallas and annual and winter conferences beyond as well as topics for specialty conferences from TC members.

Please submit your suggestions to ASHRAE Staff member Tony Giometti
(Giometti@ashrae.org)

12. Upcoming Workshops and Conferences:

- **ACREX India 2013**, March 7-9, Mumbai, India. Endorsored by ASHRAE. Contact ishraem@vsnl.net or www.acrex.in.
- **HVACR & Mechanical Conference for Professional Educators**, March 11-13, Colorado Springs, CO. Endorsed by ASHRAE. Contact 703-600-0308 or www.instructorworkshop.org
- **2nd IIR International Conference on Sustainability and the Cold Chain**, April 2-4, 2013, Paris, [France. www.iccc2013.com](http://www.iccc2013.com).
- **Architectural Engineering (AEI) Conference**, April 3-5, State College, Pa. Endorsed by ASHRAE. Contact 814-865-6395, njs1@psu.edu, or <http://tinyurl.com/AEI2013>.
- **China Refrigeration Expo**, April 8-10, Shanghai, China. Endorsed by ASHRAE. [Contact crexpo@biec.com.cn](mailto:crexpo@biec.com.cn) or www.tinyurl.com/3us47qv
- **ASHRAE Webcast, Assessing Building Energy Performance: From Principles to Practice**, April 18. Endorsed by ASHRAE. Contact (678)539-1200, ashraewebcast@ashrae.org, or www.ashrae.org/ABEPwebcast
- **International Workshop on Building and Ductwork Airtightness**, April 18-19, Washington. Endorsed by ASHRAE. Contact the Air Infiltration and Ventilation Centre at 32 2 655 77 11, info@aivc.org, or <http://tinyurl.com/ay9owvz>.
- **5th International Conference Ammonia Refrigeration Technology**, May 9-11, 2013, Ohrid, R. Macedonia, <http://www.mf.edu.mk/en/>
- **CLIMA 2013**, June 16-19, Prague, Czech Republic. Endorsed by ASHRAE. Contact 420 284 001 444, fax 420 284 001 448, clima2013@guarant.cz, or www.clima2013.org.
- **ECOS 2013**, July 16-19, Guilin, China. Endorsed by ASHRAE. [Contact ecos2013-china@iet.cn](mailto:Contact_ecos2013-china@iet.cn) or <http://tinyurl.com/d6s3gnk>.
- **CIAR XX**, July 22-23, Cartagena, Colombia. Endorsed by ASHRAE. Contact ciar2013@acaire.org or <http://tinyurl.com/CIAR2013>.
- **5th International Conference Solar Air Conditioning**, Sep. 25-27, Black Forest, Bad Krozingen, Germany. Endorsed by ASHRAE. Contact: <http://solaircon.com/>
- **CLIMAMED**, Oct. 3-4, Istanbul. Endorsed by ASHRAE. Contact 90 3124194571, ttmd@ttmd.org.tr, or www.climamed.org.
- **IAQ 2013: Environmental Health in Low Energy Buildings**, Oct. 15-18,

Vancouver, BC, Canada. Contact ASHRAE at 800-527-4723, ext. 1158, IAQ2013@ashrae.org, or www.ashrae.org/IAQ2013.

- **11th International Energy Agency (IEA) - Heat Pump Conference**, May 12-16, 2014, Montreal, Canada. Contact: www.iea-hpc2014.org. See attached call for papers pamphlet. Paper Abstracts due April 15, 2013.

24. NEW ASHRAE Terminology WIKI Launched

Over 7,500 definitions for terms found in ASHRAE publications can now be seen in the new free ASHRAEwiki, a centralized resource for referencing terminology definitions. Visit ASHRAEwiki.org for numerous building terms focusing on mechanical, envelope, electrical, lighting, load calculations, design, water design/conservation and more.

<http://wiki.ashrae.org/index.php/ASHRAEwiki>

ASHRAE Code of Ethics

(Approved by ASHRAE Board of Directors January 31, 2007)

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

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

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

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

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

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

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

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.

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



AGENDA

ASHRAE TC 4.2 Research Subcommittee 4:15-6:00 pm, Monday, January 28th, 2013 Trinity 4, 3rd Floor, Sheraton Dallas, Texas

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- 4:15 Call to order / introductions / changes to the agenda Crawley
- 4:20 **Active Research Projects**
- **1413-RP** Developing Standard Procedures for Filling Weather Data-Gaps During Analysis of Measured Building Energy Use Thevenard
 - **1561-RP** Procedures to Adjust Observed Climatic Data for Regional or Microclimatic Variations Cornick
 - **1613-RP** Update Climatic Design Data in Chapter 14 of the 2013 Handbook of Fundamentals Morris
- 4:50 **Draft Work Statements (on Research Plan or submitted)**
- **1610-WS** Development of a Transposition Model for Clear-Sky Solar Irradiance (submitted/returned with comments, revise/submit by Feb 2014) Thevenard
 - **Xx-RTAR** Moisture Design Reference Years for Hygrothermal Analysis and Design of Buildings (1325-RP Update) Cornick
- 5:05 **New Research Topics/Research Plan**
- XX-RTAR Update to 2017 Fundamentals and Standard 169 Lott/Degelman
 - XX-RTAR Models for Generating Sky Temperatures for Building Modeling Barnaby/Gueymard
 - XX-RTAR Evaluation of CSFR Data Applicability for Climatic Data and Simulation Bourassa/Huang
 - XX-RTAR Delivering Design Data in New Ways Cornick/Bourassa
 - XX-RTAR Urban Climatology Gueymard
- New Research Topics (RTARs and WSs can be submitted 4 times a year—six weeks before Winter and Annual meetings and 1 March/1 August.)
 - Long-term research plan
- 5:20 **Old Business**
- Progress by the NASA Power Team to Generate ASHRAE Climatic Design Conditions and Global Climate Zone Maps using MERRA Data Westberg
 - GPC 20 XML Definitions / gbXML / Climatic Data Definitions Barnaby
- 5:50 **New Business**
- 6:00 **Adjourn**
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Next Meeting: June 24, 2013 Denver, Colorado