

**TG3.HVAC Contractors and Design Build Firms
Winter Meeting January 25, 2009
Chicago, IL**

Meeting Minutes

Attendees:

Voting Members (Minimum 7 of 13 required for Quorum)

George (Billy) Austin, Jr., Chair baustin@dnhultz.com
Micheal McLaughlin, Vice-Chair mmclaughlin@southlandind.com
David Underwood d.underwood@isothermengineering.com
Adrienne Thomle adrienne.thomle@honeywell.com
Jim Fields jfields@superiormechserv.com
David Olsen davidolsen@imshvac.com
Wes Davis wes.davis@acca.org
Chuck Gullledge cgullledge@accorporation.com

Non-Voting Corresponding Members

David Lewis lewisd@claycorp.com
Larry Spievogel spievogel@comcast.net

Guests

Dan Kerr dankerr@mcclureco.com
Angela Lewis ama259@psu.edu
Kyle Davis kyle.davis@harperlimbach.com

Call to Order

Chairman Austin called the meeting to order at 10:30 A.M. Sunday, January 25.
Attendees are listed above.

Approval of Salt Lake City Meeting Minutes

- Motion to approve Salt Lake City Meeting Minutes by David Underwood and seconded by Jim Fields. Approved: 7-0-1

Old Business:

- Getting Contractor input on Handbook content and format. (Complete via survey – see Other New Business below).
- Investigate States that require CE for Contractors, NC, KY, AL, TX. See if ASHRAE courses be made available at the local chapters. (Ongoing)
- Look at literature from ACCA,ASHRAE,SMACNA to develop a design build starter kit (Ongoing – action by Wes Davis).
- Jim Fields - liaison to BIM steering committee.

New Business - TG3 Sponsored Seminar for Chicago

Seminar 25; Monday, January 26, 2009, 8:00 AM – 9:30 AM; How Can Contractors Succeed in a Sustainable World?: Clarifying the Expectations of an Engineer, Contractor and Owner to deliver a Sustainable Project

Room: Palmer House Hilton, Wabash (3)

Case study with presentations from the engineer, contractor and owner on the expectations and results of delivering a successful sustainable project.

1. Clarifying the Expectations of the Engineer

Julie DeNardis, Environmental Systems Design, Inc., Chicago, IL

2. Clarifying the Expectations of the Architect

Steve Wright, Wright Heerema, Chicago, IL

3. Clarifying the Expectations of the Contractor

Ceile Cull, Pepper Construction, Chicago, IL

4. Clarifying the Expectations of the Owner

Bill Haidy, HSBC, Chicago, IL

(Complete – This seminar was very well attended and the speakers' presentation was very well done and well received.)

Other New Business - Survey to Determine Needs and Direction of TG – Discussion of Results and Implications

- **Discussed the results of the survey of ASHRAE members in the Contractor and Design Build Firms Categories, completed on 1/22/09, and how to use these results as a basis to determine short-term and long-term initiatives and action items.**
- **David Underwood made the following motion – “TG3 will create a small subcommittee to review the TG3 survey results and write a summary of these results by April 15, 2009. This survey summary is to then be forwarded, by ASHRAE staff, to all ASHRAE members in the Contractor and Design Build Firms categories.” This motion was seconded by Adrienne Thomle. Approved 7-0-0.**
- **Chairman Austin appointed the following people to comprise the small committee to review the TG3 survey results and write a summary of these results by April 15 – Adrienne Thomle, David Underwood, Dan Kerr, and Angela Lewis. This small subcommittee will conduct conference calls and web meetings as necessary to complete this survey summary by the April 15, 2009 due date (Chairman Austin to also participate).**
- **The survey summary by the subcommittee and survey results are subsequently, after April 15, to be discussed by the full TG3 committee via conference call and web meeting for the purposes to providing a full survey report to Tech Counsel at the summer meeting in Louisville.**

Next Meeting

**Survey Summary Subcommittee Conference Call – TBA
Full Committee Conference Call - TBA**

**Louisville Annual Meeting Sunday June 21, 2009
Room to be announced**

Adjournment

- Meeting adjourned at 12:00pm