Pandemic Task Force – MPE WG Mechanical Subgroup
June 10, 2021 Webex Meeting Notes

Subgroup Members
☒ Esber Andiroglu – Chair
☒ Jonathan Flannery – Vice Chair
☒ Alastair Chapman
☐ Geoff Hanmer
☐ Hassan Younes
☐ Jim Ranfone
☒ John Steele
☐ Jon Crittenden
☐ Jonathan Wilson
☐ Matthew Peacock
☐ Steve Ericson

Other Pandemic Task Force Members
☐ Adil K. Al-Tamimi
☐ Anthony Santiago
☒ Austin Perry
☐ Bryan Holland
☐ Chad Beebe
☐ China Clarke
☒ Chris Jensen
☒ Dan Buuck
☐ Dave Collins
☐ Elizabeth Bednarick
☐ Jason Root
☐ Jatinder Khokhar
☐ John Catlett
☐ Larry Lynch
☐ Matt Sigler
☐ Nadja Tremblay
☐ Niki Lemin
☐ Paul Taft
☐ Rich Anderson
☐ Robert Maglievaz
☐ Shawn Smitter
☐ Stephen Garvin
☐ Tara Henderson
☒ Ted Black
☐ Tim Washington
☐ Tom Peterson
☐

ICC Staff
Mark Roberts, ICC Staff Liaison
Jim Cika, ICC Staff Liaison
Shawn Strausbaugh, ICC Staff Liaison
Gary Gauthier, ICC Staff Liaison

1. Welcome/Introduction
2. Roll Call – Subgroup only
3. Research Needs/Assignments
   • Research the effects of pandemics on mechanical system designs in the built environment
     Leads: Stephen Ericson, Austin Perry; Others: Ted Black, John Steele
   • Research & review current codes and standards
     Leads: Chris Jenson, Alastair Chapman; Others: John Catlett, Matthew Peacock, Dan Buuck,
   • Research & review code change proposals under consideration for future codes & standards
     Leads: Jatinder Khokhar, Tim Washington
   • Research & review current published information related to the effects of pandemics on the built environment
     Leads: Esber Andiroglu, Jonathan Flannery

4. Deliverables TBD
   • Prepare code change proposals
   • Prepare various publications and white papers on significant topics
   • Develop guidelines and best practices to address the design and layout of new and existing buildings and temporary structures.
   • Develop a comprehensive package of public information materials

5. Other business

6. Adjourn – We plan to adjourn no later than 10:00 a.m. EDT.
6.10.2021 Notes:

- Make ASHRAE a bullet point
- Green Building Certification Programs/how it aligns
- Available technologies worthy of discussion (e.g. Water detection sensors/manufacturers that produce)
- Split up the group to assign specific research to team members
- Have some information/data by July 8th meeting have info for the beginning of deliverables
- Scoring methodology of document(s) produced/evaluation of product/eliminate biased language
- Readings/scoring formatting: Peer reviewing
- Add “Establishment of Rubric” (3A)
- Add “Establishment of review process/evaluation methodology” for effects on built environment (3B)
- Add “Establishment of review process/evaluation methodology” for current codes and stds (3C)

Action Items:

- Document sharing – How do we deal with copyright law and possible problems?
  - Jim to discuss with Neil Burning
- Development of document review rubric
  - Jonathan Flannery working with Niki and others to develop
- Divide files evenly throughout Task Force for review – anticipate 2 week review time.
  - Jim to develop recommended document assignments based on total document pages.
- Add Jonathan Flannery as Vice Chair
  - Jim to update subgroup roster.