1. Call to Order and Introductions
   A. Mike Morgan called the meeting to order at 10:07 AM.

2. Voting Members* and Balance

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<tr>
<th>Name</th>
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<tr>
<td>Bob Ajemian</td>
<td>GrKD</td>
<td>Mike Morgan*</td>
<td>Captive Aire</td>
<td>Andre Saldivar</td>
<td>SCE</td>
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<td>Greg Gress</td>
<td>ICC</td>
<td>Doug Horton</td>
<td>Consultant</td>
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<td>Mike Watz*</td>
<td>Greenheck</td>
<td>Terry McLabe</td>
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<td>Rich Swierczyna</td>
<td>FSTC</td>
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<td>Don Fisher</td>
<td>FSTC</td>
<td>Curt Sawan</td>
<td>Darden/RL</td>
<td>Greg Duchane</td>
<td>Trane</td>
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<td>Steve Brown*</td>
<td>LC Systems</td>
<td>Kim Erickson</td>
<td>CEE</td>
<td>Adam Jarboe*</td>
<td>Yum! Brands</td>
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<td>Jay Parikh*</td>
<td>Compliance</td>
<td>Brian James</td>
<td>SCE</td>
<td>Dwayne Sloan</td>
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<td>Jimmy Sandusky*</td>
<td>Halton</td>
<td>John Clark</td>
<td>Clark Engineers</td>
<td>Derek Schrock</td>
<td>Halton</td>
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<td>Jason Greenberg*</td>
<td>McDonald’s USA</td>
<td>Tim Farrell</td>
<td>Consultant</td>
<td>Glen Edgar</td>
<td>VenTech Consulting</td>
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<td>Steve Blane</td>
<td>PG&amp;E</td>
<td>John Song</td>
<td>McGuire Engineers</td>
<td>Carlos Haidad</td>
<td>EXSCE</td>
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<td>Kathleen Owen</td>
<td>RTI</td>
<td>Cherish Samuels</td>
<td>McDonald’s USA</td>
<td>Guangyu Cao</td>
<td>VTT UT</td>
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<td>Frank Kohout</td>
<td>McDonald’s Corp</td>
<td>Jackie Lagana</td>
<td>UL</td>
<td>Gary Settles</td>
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<td>Charles Dugo</td>
<td>Ovation Brands</td>
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3. Quorum Call (All Voting Members Present)

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<tr>
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<td>Adam Jarboe</td>
<td>Jay Parikh</td>
<td>Mike Watz</td>
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4. Approval of Minutes from Annual Meeting in Denver, CO
   A. Motion to Approve – Jay Parikh, Second – Derek Schrock

5. ASHRAE Liaison Reports
   A. IKECA Liaison – Mike Watz

6. Announcements
   A. TC/TG Chair Breakfast Announcements
      1. Sunday, 1/19/14 – 6:30 – 8:00AM - Section 5 – Morgan (H2)
      2. Possibly create Section 5 as a track for inclusion in future programs.
   B. SPC 154 Ventilation for Commercial Cooking Operations:
      1. Monday, 1/20/14 – 2:15 – 6:15 PM – Sutton South (H2)
      2. Chair: Steve Brown

7. TC 5.10 Roster Update
   A. Roster Update and Activity Report to be forwarded by end of day.

8. TC 5.10 Programs New York (none scheduled)

9. Subcommittee and Standards Reports
   A. Handbook – Frank Kohout
      1. Sunday 1/19/14, 8:00-10:00AM – Clinton (H2)
      2. Broke into working groups for standard alignment during the meeting. Chapter to be finalized and voted on at June meeting and submitted in July.
   B. Research – Derek Schrock
      1. Sunday 1/19/14, 10:00-12:00PM – Clinton (H2)
      2. TRP-1631: Unhooded Appliance Emissions contractor approved. PMS to meet at annual meeting.
      3. Comments received from RAC on WS-1614: Evaluation of UV, to address at RAC meeting during 2014 Winter Conference meeting if possible.
      4. Comments received from RAC on RTAR – 1664: Conditioning of Replacement Air, to be addressed and re-submitted to RAC.
   C. Program – Mike Morgan
      1. Monday 1/20/14, 8:00 – 9:00AM – Conference Room K (SL)
      2. Re-submit topics for New York for Seattle conference, also submit forum on odor.
   D. Codes and Standards – Steve Brown
      1. Monday 1/20/14, 9:30 – 10:00AM – Conference Room K (SL)

Minutes Submitted by: Jimmy Sandusky, 01/22/2014
Minutes Approved on:
These draft minutes are not the official minutes until approved by this committee.
2. SSPC 154 organizational membership applications forwarded to NRPA, ICC and IAPMO. Addenda to be finalized at this meeting. UMC airflow edits discussed, ductwork and expanded duct section in 154.

10. Membership – John Clark
   A. Contact chair for corresponding membership. Ensure that balance is maintained between users, vendors, code officials, etc. Don Fisher requested to roll on as a voting member.

   A. No updates on webpage, to be updated shortly.

12. Old Business
   A. Potential Journal Articles for 2014
      1. RP-1469 Thermal Comfort in Kitchens Summary
      2. 90.1 Changes for Commercial Kitchen Ventilation
      3. Steve Brown submitted article that is being considered for research publication or transaction paper to address air balance using pressure measurements.

13. New Business
   A. Update: Commercial optical instrument to test capture and containment in the field. Gary Settles, PhD.
      1. Video shown using shadowgraph technique with residential range hood in operation. Demos are taking place across the country, can schedule additional as necessary. Long term goal is to be utilized for C&C evaluation for code enforcement. Distance between the device and hood edge may be a challenge in some applications

   B. CEE Demand Ventilation – Kim Erickson
      1. Field test protocol finalized, one field test submitted to date, others in progress.
      2. A lack of awareness exists among end users and building the business case. Checklists and savings calculators are being developed to increase awareness. Drafts of these tools are to be submitted for review.
      3. Energy Star has awarded 2014 Emerging Technology Award to kitchen demand control ventilation. Specification to be developed and submitted for review to differentiate systems, to be finalized within coming months. Details can be found on Energy Star website. Lots of variables on hood configurations present challenges – appliance position, makeup air distribution, etc. A lab performance test would be beneficial to show benefit of types of DCV systems. This process would need to start at the ASTM committee level.
      4. Contact Kim Ericson to join mailing list for updates on program. Approximately one meeting a year that industry partners can attend - upcoming September Salt Lake City, Utah 2014.

Minutes Submitted by: Jimmy Sandusky, 01/22/2014
Minutes Approved on:
These draft minutes are not the official minutes until approved by this committee.
C. DOE sponsored program Better Building Alliance with CEE and Energy Star has commercial food service group. Guidance document for DCKV are in the works this year. Drives Energy Star benchmark data collection for types of restaurants to recognize top performing restaurants. Ideally, one would be able to place an Energy Star logo on a restaurant. Have launched a university challenge focused on restaurants to adopt and implement energy efficiency programs.

D. UL Standards Update: Standard 1978 pre-fab duct proposed changes have been approved.

E. UL710B ballot for downdraft hoods did not pass.

F. UL710 effective date 2017. There has not been much activity on manufacturer front. UL is beginning to get requests from AHJs requesting clarification due to IMC duty rating disparity. The new listing categories will align with duty ratings in IMC.

14. Adjourn
   A. Motion to adjourn – Derek Schrock, Second – Jay Parikh