

**TC5.3 Room Air Distribution**  
**Subcommittee on Underfloor Air Distribution (UFAD)**  
**2016 Winter Meeting Minutes**  
**Orlando, FL**  
Sunday January 24, 2016; 10:45-12:15pm  
Lake Highland A

1. The meeting was called to order at 10:45am by Jim Megerson
2. An attendance sheet was circulated. The attendees are listed below.

<b>Name</b>	<b>Affiliation</b>	<b>e-mail</b>
Jim Megerson	Design Mechanical, Inc.	jmegerson@dmi-kc.com
Randy Zimmerman	Titus	rzimmerman@titus-hvac.com
Don Larson	Hoffman & Hoffman	Don.larsson@hoffman-hoffman.com
Curtis Peters	Nailor	cpeters@nailor.com
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Chris Burroughs	Price Industries	Chrisbu@price-hvac.com
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Matt Bhumbra	Price Industries	mattbh@priceindustries.com
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Michael Tardif	Natural Resource Canada	mitardif@nrcan.gc.ca
Dan Int-hout	Krueger	daninthout@aol.com

3. The Agenda was reviewed and approved without modification.
4. Meeting Minutes from Atlanta were reviewed and approved without modification.
5. Handbook – Currently working on Fundamentals which has very little UFAD content. Diffuser types were added to Fundamentals
6. Publications – The new UFAD User Operations and maintenance Guide was discussed. A final draft outline was presented to the group. The following people volunteered to review

the draft and have comments back to Jim & Peter by April 1, 2016: Jerry Sipes, Fred Bauman, Bob Persechini, Matt Bhumbla and Nick Paschke. Once comments are picked up the draft will be submitted to Publications for final assembly and editing. It is anticipated that the final document will be ready for approval by the committee in St Louis. Matt Bhumbla has some contacts at the GSA and will see if they are interested in a curtsey review of the draft User Guide.

7. There has been no work done on the ASHRAE Journal Article on the history of UFAD.
8. Program – Chris Burroughs discussed submitting a seminar on UFAD system optimization for the summer meeting.
9. Research – Chris Burroughs presented a draft RTAR for comment. Several suggestions were made and Chris plans to modify and see if TC2.6 wants to co-sponsor with TC5.3 Randy Zimmerman will bring this up at the TC2.6 research meeting.

Matt Bhumbla is looking into possible modification of ASHRAE 62.1 regarding ventilation effectiveness of UFAD perimeter heating systems. He will also separately request a modification to the definition of UFAD occupied zone.

Fred Bauman – The UC Berkeley UFAD airflow calculation tool has been updated to include displacement diffusers.

10. New Business – None

11. Meeting was adjourned.

Respectfully submitted,

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Kansas City, KS