

# DRAFT MEETING MINUTES

Orlando, FL. Tuesday, February 11, 2025. 14:30 to 15:30 EDT.

Hilton Orlando, Lake Sheen A (Lobby Level).

Agenda Item	Discussion	Led By
1	Call to order / Opening comments / Introduction of members and guests	Hwang
	<ul style="list-style-type: none"> <li>– Meeting called to order at 14:35 EDT by chair.</li> <li>– Members present introduced themselves; attendance sheet circulated (and attached to appendix).</li> </ul>	
2	Review of agenda	Hwang
	<ul style="list-style-type: none"> <li>– Approved by consent.</li> </ul>	
3	Approval of past committee meeting minutes	Inamdar / Hwang
	<ul style="list-style-type: none"> <li>– Minutes of USNC/IIR committee meeting during the 2024 Annual Conference in Indianapolis, IN approved unanimously by the committee.</li> </ul>	
4	Review of action items from previous committee meeting	Hwang
5	Updates from the IIR Director	Allouche
	<ul style="list-style-type: none"> <li>– Dr. Yosr Allouche took over as <i>Director General</i> of IIR on October 01, 2024, following an intensive but smooth handover from Didier Coulomb.</li> <li>– Didier stepped down from his role after a 20-year tenure (thank you, Didier!)</li> <li>– Work plan for 2024–28 was submitted by the head office to the management committee; final version to be approved by the ExCom.</li> <li>– A high-level goal is to provide more access of IIR resources to the general public.</li> <li>– Objectives are: <ul style="list-style-type: none"> <li>• To be the leading government voice on matters related to HVAC&amp;R.</li> <li>• To be the source of knowledge and expertise.</li> <li>• To help generate partnerships among practitioners in the field of HVAC&amp;R.</li> </ul> </li> <li>– To adapt to the open access era, new membership packages are under discussion.</li> <li>– To improve productivity of commissions, the head office will engage more with the commissions to facilitate their work.</li> <li>– IIR's conference proceedings will be listed on <i>Web of Science</i> and <i>Scopus</i>.</li> <li>– IIR will offer all members of each national association access to its resources.</li> <li>– Marco Duran is the head of <i>IIR Policy and Global Partnerships</i>. His brief is to provide policy-level support from the head office to governments and policymakers.</li> <li>– On <i>World Refrigeration Day</i> (June 26, 2025), IIR plans a policy discussion event with invited participation of ambassadors from member countries, representatives from the EU Commission, African Commission, and UNEP.</li> </ul>	
6	Financial status report	Ziviani

	– Financial status summarized by Davide Z in attached report (thank you, Davide!).	
7	Membership status report	Skye
	<ul style="list-style-type: none"> <li>– Leverage ASHRAE membership to increase participation in IIR—perhaps a joint membership of ASHRAE and IIR?</li> <li>– Lorenzo C and Bill M to work with ASHRAE’s Refrigeration Committee to explore ways to leverage ASHRAE activities for IIR. Doug Scott is a member of RAC and can also explore more collaboration between ASHRAE and IIR.</li> </ul>	
8	USNC-IIR status and future	All
	<ul style="list-style-type: none"> <li>– Paying national dues is important but not enough; the amount itself is small.</li> <li>– IIR is an inter-governmental organization, and engagement must occur on the country-level.</li> <li>– What can IIR do to make the US government more interested, enthusiastic, and proactive in IIR activities? Participation in international activities is led by civil servants in Europe but determined by elected officials in the US. Therefore, the strategies for Europe and US must be different.</li> <li>– Only one application was received (from the US) to host the 2031 ICR. If the US does not pay dues, it will be unable to host the ICR.</li> </ul>	
9	Upcoming commission meetings	Fricke
	– IIR Commission E2 met virtually on January 20, 2025.	
10	Technical programs	
	<ul style="list-style-type: none"> <li>– IIR Commission E2 will conduct a webinar on domestic heat pumps using hydrocarbon refrigerants on March 10, 2025. Webinar recording is available here: <a href="https://youtu.be/PhglRBx27Bg?si=Vltelvfic_QJGiEs">https://youtu.be/PhglRBx27Bg?si=Vltelvfic_QJGiEs</a></li> <li>– IIR Commission B1 intends to publish a technical or policy brief on the adoption of ultra-low-GWP refrigerants.</li> </ul>	
11	Announcement of next committee meeting	Hwang
	Tentatively in same time slot during the 2025 Annual Conference in Phoenix, AZ.	
12	Adjournment	All

**USNC/IIR**  
**APPENDIX A**  
Meeting Sign-in Sheet.

<b>Name</b>	<b>Affiliation</b>	<b>Email address</b>
Brian Fricke	ORNL	<a href="mailto:frickeba@ornl.gov">frickeba@ornl.gov</a>
Massoud Neshan	ArnegUSA	<a href="mailto:neshan@gmail.com">neshan@gmail.com</a>
S. A. Sherif	University of Florida	<a href="mailto:sasherif@ufl.edu">sasherif@ufl.edu</a>
Hanlong Wan	PNNL	<a href="mailto:hanlong.wan@pnnl.gov">hanlong.wan@pnnl.gov</a>
Kashif Nawaz	ORNL	<a href="mailto:nawazk@ornl.gov">nawazk@ornl.gov</a>
Harshad Inamdar	Rheem Manufacturing	<a href="mailto:harshad.inamdar@rheem.com">harshad.inamdar@rheem.com</a>
Craig Bradshaw	University of Illinois	<a href="mailto:crbade@illinois.edu">crbade@illinois.edu</a>
Lorenzo Cremaschi	Auburn University	<a href="mailto:lzc0047@auburn.edu">lzc0047@auburn.edu</a>
Haotian Liu	Purdue University	<a href="mailto:liu1460@purdue.edu">liu1460@purdue.edu</a>
Davide Ziviani	Purdue University	<a href="mailto:dziviani@purdue.edu">dziviani@purdue.edu</a>
Eckhard Groll	Purdue University	<a href="mailto:groll@purdue.edu">groll@purdue.edu</a>
Riley Barta	Purdue University	<a href="mailto:bartar@purdue.edu">bartar@purdue.edu</a>
Linglan Lin	University of Maryland	<a href="mailto:lingnan@umd.edu">lingnan@umd.edu</a>
Cheng-Yi Lee	University of Maryland	<a href="mailto:cylee@umd.edu">cylee@umd.edu</a>
Vance Payne	NIST	<a href="mailto:vance.payne@nist.gov">vance.payne@nist.gov</a>
Doug Scott	Retired	<a href="mailto:doug@douglascscott.com">doug@douglascscott.com</a>
Stefan Elbel	TU Berlin / CTS	<a href="mailto:stefanelbel@gmail.com">stefanelbel@gmail.com</a>
Harrison Skye	NIST	<a href="mailto:harrison.skye@nist.gov">harrison.skye@nist.gov</a>
Kyle Gluesenkamp	ORNL	<a href="mailto:gluesenkampk@ornl.gov">gluesenkampk@ornl.gov</a>
James Tancabel	University of Maryland	<a href="mailto:jmtanc@umd.edu">jmtanc@umd.edu</a>

USNC/IIR  
**APPENDIX B**  
Financial Status.

1. Action Items 2024 ASHRAE Annual Indianapolis related to Financial Report:

- [ONGOING] DZ 8/12/2024: Davide Ziviani started as Treasurer of USNC/IIR. During the June 2024 meeting in Indianapolis, we had a discussion with Kashif Nawaz, Brian Fricke, Payam Delgoshaei (DOE BTO). Waiting for the DOE response on funding.
- [ONGOING] Brian Fricke possible international funding through ORNL.
- [ONGOING] Government engagement (benefits/needs/interest; what can IIR offer): discussions between IIR/DOE facilitated by ORNL.
- [TODO] Explore World Refrigeration Day & meeting in June after statutory meeting (details to come)
- [TODO] Set up a meeting with NIST and IIR

2. Current Balance

The most recent USNC/IIR financial statement as of 2/10/2025 is attached to this report. In summary, the financial status is as follows:

As of 1/31/2025, the USNC/IIR organization had total net assets and equity in the amount of \$36,345.26. This includes the \$10k contribution from ASHRAE, but missing NIST and DOE.

3. Financial Activities

*USNC/IIR 2019 dues (2019-2020)*

- ASHRAE: \$10k received on 8/31/2019 for 2019 dues
- NIST: \$10k received on 1/21/2021 for 2019 dues (Sep. 1, 2019 – Aug. 31, 2020)
- DOE: \$24k received on 6/30/2020 for 2019 dues (Oct. 1, 2019 – Sep. 30, 2020)

*USNC/IIR 2020 dues (2020-2021)*

- ASHRAE: \$10k received on 7/01/2020 for 2020 dues
- NIST: \$10k received on 1/21/2021 for 2020 dues (Sep. 1, 2020 – Aug. 31, 2021)
- DOE: \$24,000 received on 6/30/2021 for 2020 dues (Oct. 1, 2020 – Sep. 30, 2021)

*USNC/IIR 2021 dues (2021-2022)*

- ASHRAE: \$10k received on 7/01/2021 for 2021 dues
- NIST: \$10k payment was made on 4/07/2021 for 2021 dues (Sep. 1, 2021 – Aug. 31, 2022). Initially, the funds were credited to a wrong account within ASHRAE, but the funds were transferred to the USNC/IIR account on Jan. 1, 2022
- DOE: \$24,000 Invoice for 2021 dues (Oct. 1, 2021 – Sep. 30, 2022) was sent to ORNL on June 21, 2022 – no payment received as of 5/31/2023. Brian Fricke and Kashif Nawaz stated that payment is now being processed.

*USNC/IIR 2022 dues (2022-2023)*

- ASHRAE: \$10k received on 1/30/2023 for 2022 dues.
- NIST: \$10k payment received on 5/31/2022 for 2022 dues (Sep. 1, 2022 – Aug. 31, 2023).

- DOE: Stefan will prepare and send \$24k invoice for 2022 dues (Oct. 1, 2022 – Sep. 30, 2023) to Kashif Nawaz and Brian Fricke. No payments for 2022

#### UNSC/IIR 2023 dues (2023-2024)

- Category 3
- ASHRAE: Payment received.
- NIST: \$10k payment invoiced on 4/24/2023 for 2023 dues (Sep. 1, 2023 – Aug. 31, 2024). New contact at NIST is Dr. Greg Linteris. Payment is being processed as per communication on 5/30/2023.
- DOE: no action yet (invoice should be sent around June 2024). Missing 2021, 2022, and 2023 payments (\$72,000).

#### UNSC/IIR 2023 dues (2024-2025)

- Category 3
- ASHRAE: \$10,000 payment received as of 1/31/2025
- NIST: \$10,000 pending payment as 2/11/2025
- DOE: \$96,000 outstanding contribution (2021,2022,2023, 2024)
- Purdue UNSC/IIR Short-Course: TBD. Purdue team wrapping up invoicing.

#### Payments of UNSC/IIR dues to IIR - Paris

- \$34,618.12 on 5/31/2019 for 2019 dues
- \$34,594.80 on 7/27/2020 for 2020 dues
- \$38,588.15 on 5/18/2021 for 2021 dues
- \$33,805.35 on 4/28/2022 for 2022 dues
- (32,643 EUR) \$35,525.44 on 10/23/2023 for 2023 dues
- Received invoice (34,248 EUR) ~\$35,323.39 on 4/2024 for 2024 dues

#### 4. Future Financial Activities: Expected Balance for 2025

		Notes
Starting 1/1/2025	\$ +36.3k	USNC/IIR Balance
2024 dues to Paris	\$ -35k	To be paid in Spring 2025
Purdue UNSC/IIR Short-Course	\$ TBD	Purdue working on wrapping up finances
ASHRAE 2025 dues	\$ +10k	Received
NIST 2025 dues	\$ (+10k)	Invoiced, not paid yet
DOE 2021/22 dues	\$ (+24k)	Invoiced, not paid yet
DOE 2022/23 dues	\$ (+24k)	
DOE 2023/24 dues	\$ (+24k)	
DOE 2024/25 dues	\$ (+24k)	
Expected Misc. Adm. Fees FY2025	\$ -2k	
Expected Balance 03/31/2025	\$ +8k	Includes NIST contribution



Respectfully submitted,  
Davide Ziviani

USNC/IIR



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