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## Pandemic Task Force – MPE WG Mechanical Subgroup July 1, 2021 Webex Meeting Notes

### Subgroup Members

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

### PTF Members/Interested Parties

- Adil K. Al-Tamimi
- Anthony Santiago
- Austin Perry
- Bryan Holland
- Chad Beebe
- China Clarke
- Chris Jensen
- Dan Buuck
- Dave Collins
- Elizabeth Bednarcik
- 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

### 3. Review Research Needs/Assignments

#### 3.1. Code related impacts

- a) Research the effects of pandemics on mechanical system designs in the built environment  
**Leads: Stephen Ericson, Austin Perry; Others: Ted Black, John Steele**
- b) Research & review current codes and standards  
**Leads: Chris Jensen, Alastair Chapman; Others: John Catlett, Matthew Peacock, Dan Buuck,**
- c) Research & review code change proposals under consideration for future codes & standards  
**Leads: Jatinder Khokhar, Tim Washington**
- d) Research & review current published information related to the effects of pandemics on the built environment  
**Leads: Esber Andiroglu, Jonathan Flannery**

#### 3.2. Research impacts of 3.1a to 3.1d on various aspects of structures

- a) Operational management
- b) Environmental health
- c) Other takeaways from 3.1

#### 4. Deliverables - TBD

- a) Prepare code change proposals
- b) Prepare various publications and white papers on significant topics
- c) Develop guidelines and best practices to address the design and layout of new and existing buildings and temporary structures.
- d) Develop a comprehensive package of public information materials

#### 5. Review of the PTF Research Assessment Rubric

#### 6. Other business

#### 7. Adjourn – We plan to adjourn no later than 10:00 a.m. EDT.

#### 7.01.2021 Notes:

- Discussion of document review rubric
  - Rubric is now ready to use (document “PTF Research Rubric\_07.01.2021.xlsm”)
    - Instructions updated
    - RA Rubric tab lookup fields and formatting updated; pulldown lists updated; Subgroup Category column added with click to select; auto-populated “Document Name and Author” field added; Quality of Research Multiplier field updated with click to select functionality; Evaluator perspective field added under Evaluator Info.
    - Add’l Research Info tab updated with pulldown lists for each field
    - Index Tab added to workbook (all current documents with hyperlinks).
  - Review of documents and completion of individual WG/SG member rubrics can now proceed.
    - Jim to send individualized rubrics to all MPE WG members by EOD.

#### Action Items:

- Individualized rubrics
  - Jim to create individualized rubrics for MPE Working Group members; each to include assigned documents in “RA Rubric” tab and “Add’l Research Info” tab.
- Research Document Review
  - Subgroup members to begin review of all assigned documents with requested two-week completion timeline.