Buildings in Balance:
IEQ and Energy Efficiency

April 17, 2014 | 1:00 PM–4:00 PM EDT

EARN PDHs! Attend this **FREE** webcast program and you may be awarded three Professional Development Hours (PDHs) or three AIA Learning Units (LUs).

FREE ASHRAE Webcast

The Presenters

2013–14 ASHRAE President
William P. "Bill" Bahnfleth, Ph.D.,
P.E., Fellow ASHRAE, ASME Fellow

James W. Bochat, LEED-AP, NEBB Cx,
NEBB TAB

Tim McGinn, P.Eng., LEED-AP, HBDP

Jerry M. Sipes, Ph.D, P.E.

Tentative Program

1:00 PM Part I — Opening Presentations,
　　　Roundtable, Q & A
2:35 PM Break
2:45 PM Part II — Roundtable, Presentations, Q & A
3:55 PM Closing

William P. "Bill" Bahnfleth, Ph.D., P.E., Fellow ASHRAE, ASME Fellow
Professor of Architectural Engineering | Director of Indoor Environment Center |
The Pennsylvania State University
William Bahnfleth is the 2013–14 Society President. His presidential theme, "Shaping the Next," focuses on embracing our responsibility to "Our World." Bahnfleth currently chairs the Society's Board of Directors and Executive Committee, he is also a faculty advisor to The Pennsylvania State University – University Park Student Branch, as well as a Distinguished Lecturer.

James W. Bochat, LEED-AP, NEBB Cx, NEBB TAB
President | Commissioning Concepts | Phoenix, AZ
James Bochat is a NEBB Certified Commissioning professional, a LEED AP and also NEBB certified in Building Test & Balance. In his 40 plus years of experience he has provided hundreds of building owners with problem solutions and energy efficient installations for improved building operations. Bochat is currently a member of ASHRAE's GPC0.2 Committees, a member of the Professional Development Committee, and a member of the Building Performance Metrics committee.

Tim McGinn, P.Eng., LEED-AP, HBDP
Principal | DIALOG | Calgary, AB
Tim McGinn is a professional engineer and has degrees in both mechanical and electrical engineering. He is an experienced project manager and mechanical designer having been involved in major new building projects and significant renovations and planning projects for over 30 years. McGinn's real passion is a specialization in designing low impact/low energy systems for green buildings that maximize indoor environmental quality.

Jerry M. Sipes, Ph.D., P.E.
Vice President of Engineering | Price Industries, Inc. | Suwanee, GA
Jerry Sipes is a Professional Engineer with more than 20 years of experience in the HVAC field. He received his Ph.D. in Mechanical Engineering from Kansas State University, and is a registered professional in 2 states. Sipes is currently the vice chairman of ASHRAE Technical Committee 5.3, a member of Standard 195, chairman of Standard 200, and a member of Standard 79.

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How a Webcast Works

A webcast is the streaming of audio and video to an audience over the internet. The "live" webcast will originate from Encompass Digital Media in Atlanta, GA. The internet link to access the webcast page will be emailed to participants when they complete registration. The link to access the webcast will be added approximately five (5) minutes prior to the start of the webcast.

What Will I Learn?
After attending this webcast, participants will be able to:
- Identify the link between energy efficiency and Indoor Environmental Quality (IEQ) through the integrated design process
- Recognize the importance of the four cornerstones of IEQ
- Explain how system selection can benefit energy efficiency and IEQ
- Describe best practices for Performance Measurement Protocols (PMP) and explain the role of Post Occupancy Evaluation (POE) in fine-tuning building performance
- Discuss common design, commissioning, and operational pitfalls

How Do I Register?
You must register for the webcast. Online registration for the Webcast begins **March 17, 2014** on our website at **www.ashrae.org/IEQwebcast**. **There is no fee for registration**. The registration form requests that you confirm your email address. Your email address will be required to login to the live webcast. The Internet link to access the webcast page will be emailed to participants when they complete registration.

How can I participate?
- Host a webcast site for your colleagues
- View the webcast at a site
- Register to view the webcast on your PC

Can I earn PDHs?
YES! Three (3) Professional Development Hours (PDHs) or Three (3) American Institute of Architects (AIA) Learning Units (LUs) may be awarded to viewers who complete the **"Participant Reaction Form"** by **May 2, 2014**. Visit **www.ashrae.org/IEQwebcast** for more information.

Unable to Attend?
If you are unable to participate in the live webcast, it will be archived online for two weeks following the broadcast. Registration will be necessary to view the archived program.

Test Your Equipment
When you complete registration, you will be given a link to test your system. This test will alert you immediately if your computer system is not properly set to see and hear a webcast.

Group Logistics/Planning Checklist

One to Two Months in Advance
- Secure a viewing location. Know and coordinate your technical support staff names, phone numbers, and addresses.
- Promote the webcast program. Target a wide audience. Use the media kit at **www.ashrae.org/IEQwebcast**.
- Register online March 17, 2014 at **www.ashrae.org/IEQwebcast** and save the link provided with your email confirmation to access the webcast.
- Reserve and test your equipment.
- Initiate and maintain an accurate participant headcount. Use a signup sheet or email RSVP. Site coordinators are responsible for maintaining accurate attendee headcount.
- Encourage participants to arrive at least 20 minutes prior to the webcast.

Two Weeks Prior to the Webcast
- Test your equipment. Confirm technical arrangements.
- Confirm headcount.

One Day before the Webcast
- Test your equipment.
- Inspect your viewing location.
- Check seating capacity and, if possible, reserve extra chairs.
- Expect participant questions and, if possible, provide 3"x 5" question cards.
- Talk to prospective participants to identify questions for the speakers.
- Make arrangements for coats and other personal items to be safely stored (closets, coat racks, coat hooks, etc.).

At Least One Hour Prior to the Webcast
- Arrive at the site.
- Check with the technical support staff to ensure that equipment is operational.
- Notify your technical coordinator if problems occur with audio or video transmission, and if necessary, contact technical assistance. Resolve any communication or technical problems that may arise at your site.
- Welcome attendees and help them feel comfortable with the set-up ("housekeeping notes") and to field any last-minute questions. (Note: You may wish to include your own educational programming information as part of the schedule of events.)
- Remind viewers to be in their seats 10 minutes before the program begins.
- Plan to complete all activities before the webcast is scheduled to start. The Internet link to access the webcast page will be emailed to you when you complete registration. Site Coordinators should log on with their email address approximately ten (10) minutes prior to the start of the webcast.
- Check your program agenda so you are aware about five minutes ahead of time when the Question and Answer segments will begin. You should move to the side/front of the room so that the audience can see you.

During the Webcast
- Have a technical support manager on site.
- Be prepared for troubleshooting and problem solving.
- Facilitate interaction.
- Email your questions to the webcast presenters using the interface on your screen.

- Download the program presentation slides. The link to download the slides will be accessible in the webcast viewing auditorium on April 17th.

Technical Personnel
Please ensure that someone who knows how to operate the equipment is available prior to and during the webcast. The technician must be onsite by 11:00 a.m. EDT the day of the webcast to set up and test the equipment. Please use this time to resolve any technical problems that may arise.

The technician should—
- Recommend the type of equipment to be used.
- Set up any needed audio or video lines from the PC to the video projector and audio system. Make sure that the audio can be heard in all areas of the room.
- Be prepared to access the link to the webcast approximately ten (10) minutes prior to the start of the webcast.
- Set up a house microphone for in-room speeches and announcements at your site before, during, and after the webcast (optional).
- Assure that the room is dark enough for the attendees to easily see the video image on the screen.

Following the Webcast
Direct participants to complete the "Participant Reaction Form" online at **www.ashrae.org/ IEQwebcast.**

For More Information About the Webcast
Visit **www.ashrae.org/IEQwebcast** for information and complete details about the program, continuing education credits, speakers, and registration.

If you have additional questions, contact us at: 678/539-1200, or ashrae-webcast@ashrae.org

How can I become an ASHRAE Member?
We encourage you to join ASHRAE, the source of the lastest technology for the built environment. To learn about ASHRAE membership, visit **www.ashrae.org/membership**.