

Accreditation Policy Committee

Monday, March 2, 2009

Under Policy Committee Block: 3:00 p.m. – 4:00 p.m

Chair: Marcia Falke, Keystone Certification

Vice Chair: Werner Lichtenberger, TruSeal Technologies, Inc.

1. Marcia Falke, chair, called the meeting to order at 3:00 PM
2. Dennis Anderson called roll call and a quorum established
3. The Chair appointed Scott Hanlon (staff) recording secretary
4. Reports
 - a. Dennis Anderson (staff) reported:
 1. 2007 Lab Inspection status
 - i. 2007 simulation inspection: Staff is waiting for 1 simulation lab to submit their response to the inspection report
 - ii. 2007 thermal test lab: 1 lab submitted their response and awaiting APC re-accreditation approval.
 2. 2008 Lab Inspection status
 - i. 3 simulation labs were inspected
 - a. 1 report completed
 - b. Remaining 2 lab inspection reports to APC by May
 - ii. 4 test labs were inspected
 - a. Inspection reports will be submitted to the APC within the next 2 months.
 3. 2009 Lab Inspection status
 - i. 1 simulation labs was inspected
 - ii. 1 thermal lab was inspected
 - iii. 7 simulation labs to be inspected
 - iv. 2 test labs to be inspected
 - v. 2 applications were received for simulation accreditation
 4. Inter-laboratory Simulation status
 - i. 2006 ILC has been summarized and is awaiting for one simulator to provide data in order to summarize and prepare report
 - ii. 2007 ILC has been summarized and staff to prepare report
 - iii. 2008 ILC: Staff reported that there was no ILC
 - iv. 2009 ILC: Staff intends to distribute in conjunction with the implementation of W6 / T6

5. Inter-laboratory Test Lab status
 - i. 2005 and 2006 ILC were completed and distributed in December
 - ii. 2007: Staff reported that there was no ILC
 - iii. 2008 ILC: All testing completed, summarized data to APC and labs in December. Report to be completed by summer
 - iv. 2009 ILC: to discuss with APC
 - v. Concern was raised about the overwhelming amount of reports, inspections, and ILC reports that staff needs to complete and meeting all the expected timelines. Staff will discuss this with the APC.
5. Unfinished Business
 - a. 2009 LAP update – NFRC 701-2009
 1. Staff reports the NFRC 701-2009 and all supplemental documents are published and implemented and are available on the NFRC website.
 - b. 2009 CEAP update – NFRC 708-2009
 1. M. Falke will be bringing to the NFRC Board new language regarding the reconstructing of the CEAP to handle the new concept of an ACE Organization, license agreements, and penalty language in relation to the statistical auditing program.
6. New Business
 - a. Simulation Training Workshop
 1. Tentatively scheduled for May and will not include W6 / T6.
 - b. LAP Workshop
 1. Staff preparing language for APC approval to revise 701 for workshop attendance after each membership meeting.
 - c. APC Lab Representatives
 1. 2 new non-voting members: Michael Resech of ATI-MN and Jackie Campbell of WESTLab
 2. Gurjinder Dhani of ETC and Mahabir Bhandari of Carli are remaining as non-voting members.
 - d. Training Workshop for W6/T6
 1. March training for beta / testers.
 2. All NFRC Certified Simulators to be trained in August (Initial) / September (Follow-up)
7. The meeting was adjourned at 3:28pm