



NFRC 2009 Spring Membership Meeting  
July 20-23, 2009, Baltimore, MD

## Minutes

### Accreditation Policy Committee

Monday, July 20, 2009

*Under Policy Committee Block: 4:00 p.m. – 5:00 p.m.*

*Chair: Marcia Falke, Keystone Certification*

*Vice Chair: Werner Lichtenberger, TruSeal Technologies, Inc.*

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1. Marcia Falke, chair, called the meeting to order at 4:17 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. 2008 Lab Inspection status
      - i. 3 simulation labs were inspected
        - a. 1 reaccredited
        - b. 2 remaining labs have addressed deficiencies and reports are to APC for approval.
      - ii. 4 test labs were inspected
        - a. 2 labs have received draft reports; staff awaiting response.
        - b. 2 other lab reports will be available to labs by end of August.
    2. 2009 Lab Inspection status
      - i. 5 simulation labs have been inspected with 4 remaining
      - ii. 1 thermal lab has been inspected with 2 remaining
      - iii. 2 new simulation laboratories have been accredited
      - iv. A South African thermal test lab has been inspected
    3. Inter-laboratory Comparison Simulation status
      - i. 2006 ILC: Staff is finalizing report
      - ii. 2007 ILC: Staff has summarized the data and staff to prepare report
      - iii. 2008 ILC: Staff reported that there was no ILC
      - iv. 2009 ILC: Staff distributed on July 10<sup>th</sup> which included a 20 question written exam.
    4. Inter-laboratory Comparison Test Lab status
      - i. 2008 ILC: Staff sent a summary of data to APC and participating laboratories in December'08 and report to be prepared for APC approval
      - ii. 2009 ILC: Specimen to be shipped to first lab by August 10<sup>th</sup>



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5. Unfinished Business
  - a. 2009 LAP update – NFRC 701.03-2009
    1. Revised to add a section specifically for CMA simulation reporting of frame, spacer, and built laminated glass components.
      - i. Motion approved by APC at conference call: J Hayden / B Shah. Motion to approve the revised NFRC 701.03-2009[E0A1], as edited, and move to Board for approval to publish.
    2. NFRC 701.0x Series of reporting requirements
      - i. Discussion pertaining to keeping the reporting requirements in 701 or re-locate them within each technical (i.e. test method).
      - ii. Staff reported on response to survey about moving the report requirement
      - iii. Staff to contact labs for additional responses. One comment was to make sure that the NFRC 701 states where to locate the reporting requirements
6. New Business
  - a. New Simulation Training Workshop
    1. Completed a workshop for 14 new simulators during the week of May 12<sup>th</sup>.
    2. Next workshop for new simulators will not be scheduled until Window6/Therm6 approved
  - b. LAP Laboratory Workshops
    1. Each simulation and testing laboratory will be notified to schedule a 1 hour time-slot for one-on-one Webinar with staff to fulfill annual workshop requirement. Simulation Training Workshop
  - c. Window 6 / Therm 6 training
    1. Beta training conducted on May 4<sup>th</sup> by LBNL to select few individuals.
    2. All NFRC Certified Simulators to be trained in August (initial) / September (follow-up), dependent upon W6/T6 Research Project status.
7. The meeting was adjourned at 4:39pm