

Certification Policy Committee

Friday, December 18, 2009 – Conference Call Notes

1:00pm – 2:00pm EDT

Interim Chair: James Krahn – Marvin Windows

1. Chair called the meeting to order at 1:06 PM – roll call:

COMPANY	NAME	PRESENT
WESTLab	Jeff Baker	X
Marvin	James Krahn	X
ALI	Brad Schultz (VC)	X
Jeld-Wen	Steve Strawn	X
WinBuild	Bipin Shah	

Others present: S. Wendt and S. Hanlon

2. The agenda was reviewed, added one item, and approved
3. Approved the October conference call and November meeting minutes – **Motion:** S. Strawn / J. Baker moved to approve. Passed by unanimous voice vote.
4. Unfinished Business
- a. IG Discussion
 - i. Letter to listing IG Certification Programs – staff sent to CPC members and to NFRC counsel. CPC members will review and forward comments to staff.
 - ii. Roles / expectation bulletin to NFRC participants – CPC reviewed and will be distributed by staff
 - b. Update NFRC 702-2009 / IA Operation Manual
 - i. The IA Operations Manual will be reviewed for quality assurance items and issues regarding IG certification upon publication of the IG roles and governing documents.
5. New Business
- a. Update on appointing a CPC Chair
 - i. The Board is looking at potential candidates for the role as chair J. Krahn will stand in as the interim-chair until the position is filled.
 - ii. CPC members are recommended to provide names to the J. Benney for review.
 - b. NFRC 702-2010: reaffirmation
 - i. The CPC will review document provided by staff to discuss during January conference call.
 - ii. B. Schultz will provide additional items to staff prior to the next call.
 - c. ODL Exemption Request
 - i. Discussed exemption request. **Motion:** S. Strawn / J. Baker moved to deny exemption. Passed by unanimous voice vote.

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- ii. Staff will forward CPC recommendation to NFRC Executive Committee.
 - d. 2010 conference call schedule
 - i. CPC reviewed schedule and set the next two calls.
 - ii. The schedule is tentative and the CPC will schedule calls two months out during each call.
 - e. NFRC PCP / label discussion
 - i. Staff informed the CPC about PCP items that will be forwarded to the PCP Review TG, Certification SC, and Ratings Committee chair for discussion.
 - 1. Adding language to that does not require / prohibits the MFG from removing the label prior to installation or only at the request of the consumer, etc. – Consumer requires label for taxes + if there is no label the consumer does not know if the product is certified.
 - 2. Modifying French language on label
6. Reports
- a. Staff provided an EOY CPC report which entailed the following:
 - i. Staff reported that all IA inspections are completed and plans to have all final reports to the IAs by end of January 2010.
 - ii. Provided a status on licensed and pending CMA IAs
 - iii. The CPC agree to allow the 2009 IA Workshop to be held in January
7. The meeting was adjourned at 2:23 PM