

Conference Call  
**MINUTES**

Certification Policy Committee

Wednesday, February 10<sup>th</sup> – Conference Call

11:30 AM – 12:30 PM EST

Chair: Steve Johnson – Andersen Windows, Inc.

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1. Chair S. Johnson called the meeting to order at 11:35 AM.

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

Others present: S. Wendt, S. Hanlon, and D. Anderson

2. The agenda was reviewed and added one new business item.
3. The January 11, 2010 conference call minutes were approved as presented.
4. Unfinished Business
- a. IG Discussion items
    - i. New FAQ's reviewed for posting on discussion board and FAQ.  
**MOTION:** J. Krahn / B. Shah moved to approve FAQ's as modified. Passes by unanimous voice vote.
  - b. IA Operation Manual
    - i. Staff will begin working on the manual to streamline the certification and inspection process in conjunction with an improved QA program.
5. New Business
- a. IGC Exemption Request 2010-03
    - i. CPC disagrees that capillary-tube products cannot pass ASTM E2190 test. The CPC denies the request and recommends that requester works with their IGC Program to remedy the problem. After discussing the problem with their IGC Program and dependent upon if a solution and certification is not ascertainable by July 1, 2010, requester may need to submit a new IG Certification extension request.
    - ii. To be forwarded to NFRC EC.
  - b. IGC Extension Request 2010-04
    - i. CPC recommends requester is granted a 6 month extension. – To be forwarded to NFRC EC.
    - ii. CPC suggested to have Staff process such “obvious” requests. This will be discussed at next meeting.
    - iii. Staff informed the CPC that a letter will be forward all IA's regarding a participant extension.

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- c. Revision of NFRC 702, section 4.5.A. Requirement to attend NFRC simulation accreditation workshops at least twice every three years.
    - i. **MOTION:** J. Krahn / B. Shah moved to approve the requirement of the current language and to approve new suggested language for Periodic Reviews. Motion Passes: Unanimous Voice Vote.
    - ii. Staff will provide new language to NFRC 702 for CPC review.
    - iii. CPC suggest tying new requirement to a logic statement. “Intended to help IA to have confidence to check a simulators work.”
  - d. TIR 2010-01: SHGC/VT - 0 & 1 Table Revisions
    - i. CPC to send back TIPC the following recommendation: No. The initial SHGC / VT 0.00 and 1.00 table shall be used for the entire certification cycle and will be modified upon recertification.
    - ii. This recommendation is based on that the SHGC / VT values will not change.
    - iii. If required, CPC will be available to discuss with TIPC upon request.
  - e. European Standards
    - i. J. Krahn forwarded IGMA information to compare European Standards.
    - ii. To be discussed at next meeting.
6. Reports
- a. WDMA/AMS 2009 Periodic Review response is due from CPC by Friday, February 12.
    - i. CPC request for Staff to send reminders by email.
  - b. AAMA/ALI 2009 Periodic Review was sent to CPC for review. CPC response is due March 19<sup>th</sup>, 2010.
  - c. NAMI 2009 In-Plant Inspection to be conducted Feb. 16<sup>th</sup>/17<sup>th</sup>.
  - d. Keystone 2009 Periodic Review Response was received Jan. 7<sup>th</sup>.
7. Next scheduled conference call March 10, 2010: 11:30 am – 12:30 pm EST.
8. This meeting was adjourned at 1:29 pm EST