



## Certification Policy Committee

Monday, July 12<sup>th</sup> – Conference Call Minutes  
3:00 PM – 5:00 PM EDT

Chair: *Steve Johnson – Andersen Windows, Inc.*

Vice Chair: *Brad Schultz – Associated Laboratories, Inc.*

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1. Chair S. Johnson called the meeting to order at 3:06 PM EDT.

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

Others present: S. Wendt; S. Hanlon

2. The agenda was reviewed and approved as presented.

**MOTION:** J. Krahn / J. Baker move to approve the agenda. Motion passes unanimous voice vote.

3. The minutes from June 30, 2010 conference call were reviewed and approved.

**MOTION:** J. Baker / J. Krahn move to approve the minutes from June 30, 2010 conference call. Motion passes unanimous voice vote.

4. Unfinished Business

- a. IG Certification Extension Requests

- i. 2010-158

**MOTION:** J. Baker / B. Shah move to approve until February 13, 2011 for products with flexible spacer system. Require to provide a letter informing all of requestor's customers, who are NFRC licensees, about the extension, and to direct them to contact their IAs with the product lines impacted by this decision; and to provide NFRC a list of the licensees contacted by requestor who receive this extension. Requestor to provide NFRC staff with documentation of the existing uncertified inventory as of July 1, 2010. Motion Passes: unanimous voice vote.

- b. IA Operations Manual

- A fee structure was approved by Steering Committee
  - NFRC 704 Fee Schedule being modified
- IG Certification in the Certified Products Directory: J. Krahn verified this was brought to agenda for the next Steering Committee call. J. Krahn to inform outcome to CPC.
- IA IGC Requirement for the product line comments
  - NFRC Staff developed language: Comment Field to include IG Certification Program and IG Certification Identification Number per product line.(9.3)

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- CPC edited the requirement to have each IA keep record of each plant's IG Certification.
- Schedule I has been developed and will need to support multiple IGC Programs for each plant. Staff will be discussing how to implement this into the memberships' hands.
- c. Review Extension Request Categories
  - Staff demonstrated IGC Request Categories to CPC.
  - Staff to contact S. Meza (Legal Counsel) for conflicting IG Certification products when extensions are granted. Program documents imply all IG's are certified, yet the extension process allows use of non-certified IG.
  - Staff to seek with legal counsel of a need for disclaimer or not.
  - CPC request NFRC Staff use Steering Committee responses and to be introduced into the categories.
- d. NFRC Memo – Periodic Reviews

**MOTION:** J. Baker / J. Krahn CPC are in favor of a preliminary trial of conducting a web-based IA periodic review for NAMI and ALI in 2010, and contingent upon a successful review NFRC staff will modify the NFRC 702 to include in CAP Periodic Reviews and fully list requirements. Motion passes unanimous voice vote.
- 5. New Business
  - a. None
- 6. Reports
  - a. None
- 7. Next scheduled conference call Wednesday, August 4, 2010: 11:30 am – 1:30 pm EDT.
- 8. Next scheduled interim conference call Wednesday, August 18, 2010: 2:00 pm – 4:00 pm EDT
- 9. The meeting was adjourned at 4:43 PM EDT.