

Conference Call
Minutes

Accreditation Policy Committee

Tuesday, August 4, 2009

1:00 pm – 2:00 pm Eastern

Chair: *Marcia Falke, Keystone Certification, Inc.*

1. Call to Order, voting and non voting member roll call at 1:05 PM
 - a. Voting: Present was M. Falke, J. Hayden, B. Schultz, and B. Shah. Absent was T. Culp and W. Lichtenberger
 - b. Non-voting: Present was M. Resech, J. Campbell, and G. Dhami. Absent was M. Bhandari.
 - c. Staff: Dennis Anderson
2. Approved minutes from July 6, 2009 call and the July Membership Meeting in Baltimore.
3. Agenda approved
4. Reports
 - a. Staff reported on the thermal and simulation inspections:
 - i. One remaining 2008 inspection report yet to prepare. All of 2009 reports yet to start.
 - b. Staff reported on ILC's
 - i. No status change since June 7th call for past ILC reports.
 - ii. NFRC Staff announced the 2009 ILC for simulation has been distributed. The 2009 Test Lab ILC window is at first lab and will be tested shortly.
5. Unfinished Business
 - a. Reviewed and approved the revised NFRC 701-2009 document, Laboratory Accreditation Program, to revise language regarding the loophole causing delays in lab responses to draft inspection reports. The specific sections revised were 5.5.2, 6.2.3, and 6.2.4.

Motion: B. Schultz/J. Hayden moved to approve the language edited in Sections 5.5.2, 6.2.3, and 6.2.4, and implement upon publication of NFRC 701-2010. Motion passed unanimously via voice vote.
6. New Business:
 - a. Staff announced new CMA ASL class was to be scheduled for late August or early September.
7. Executive Session – Voting Members Only
8. Adjourned at 2:16 PM