



## Draft Minutes

### Research and Technology (R&T) Committee

Tuesday, July 25, 2006

Block Period: 8:30am – 6:30pm

Chair: *Joe Hayden, Pella Corporation*

Vice Chair: *Steve Strawn, JELD-WEN, Inc.*

---

**1. The chair called the meeting to order at approximately 4:30 p.m.**

- a. An attendance sheet was circulated. All attendees were reminded of the importance of signing the attendance sheet, and checking the appropriate box on the attendance sheet if they desire to become a voting member of the committee. The attendance sheet is the final authority in any disputes on whether someone did or did not attend the meeting, and regular meeting attendance is a requirement for maintaining voting membership on the committee.
- b. Roll call was taken and a quorum was established.
- c. Committee voting requirements were reviewed: one vote per member company listed on the roster.
- d. All attendees were reminded of the Anti-trust Guidelines to be observed during the meeting.
- e. All attendees were reminded of the NFRC Meeting Guidelines to be observed during the meeting.

**2. Scott Hanlon (NFRC Staff) was appointed recording secretary.**

**3. By consensus, the agenda was reviewed and approved as presented.**

**4. By consensus, the minutes from March 7, 2006 (San Diego) meeting were approved as presented.**

**5. Subcommittee / Task Group Reports**

**a. Long Term Energy Performance (LTEP) Subcommittee – Steve Strawn**

**i. Proposal for requiring certified IG**

Motion presented

- **MOTION:** Recommend to the Board of Directors that the issue of requiring IG certification as a prerequisite for NFRC whole product certification be assigned to the Ratings Committee for further consideration.

M/S Steve Strawn / Rich Biscoe

VOTE: Approved – 26; not approved – 0; Abstain – 2; – Motion passed.

**b. Optical Properties Subcommittee (OPS) – Shelia Gore**

- i. Update on Interlaboratory Comparison (round robin)
  1. LBNL still is working on the comparison.
- ii. Resolution of ballot – “*Creating a Laminate in Optics for NFRC*”  
Motion presented

- **MOTION:** Approve the document, as presented by OPS, and forward to the Board of Directors for final approval with a recommendation to implement immediately upon successful training of simulators and IAs.

M/S Sheila Gore / Jeff Baker

VOTE: Approved – 29; not approved – 0; Abstain – 1; – Motion passed.

**c. Research Subcommittee (RSC) – Rich Biscoe**

- i. Action items  
Motion presented

- **MOTION:** Approve the Draft RFP for CMA Condensation Resistance, as presented by RSC, and forward to the Board of Directors for final approval.

M/S Rich Biscoe / Steve Strawn

VOTE: Approved – 27; not approved – 0; Abstain – 2; – Motion passed.

- **MOTION:** Approve the Draft RFP for CMA Frame Grouping, as presented by RSC, and forward to the Board of Directors for final approval.

M/S Rich Biscoe / Steve Strawn

VOTE: Approved – 28; not approved – 0; Abstain – 4; – Motion passed.

- **MOTION:** Approve the Draft RFP for Complex Product VT, as presented by RSC, and forward to the Board of Directors for final approval.

M/S Rich Biscoe / Dave DeBlock

VOTE: Approved – 17; not approved – 1; Abstain – 9; – Motion passed.

- ii. Update on financials
  1. The Chair requested that Staff and the RSC Chair develop a one page summary for presentation to the Board of Directors.

**d. Thermo Physical Properties Subcommittee (TPPS) – Charlie Curcija.**

- i. Resolution of ballots – NFRC 101 and NFRC 103  

- **MOTION:** Approve NFRC 101 & 103, as presented by TPPS, and forward to the Board of Directors for final approval with a recommendation to implement immediately upon publication and to have TPPS work with APC to develop a suitable Interlaboratory Comparison program.

M/S Charlie Curcija / Marles McDonald

VOTE: Approved – 12; not approved – 5; Abstain – 10; – Motion passed.

**e. Glossary and Terminology Task Group – Charlie Curcija.**

**i. Resolution of ballot – Glossary**

- **MOTION:** Incorporate all comments and negatives into a revised draft and re-ballot prior to the Fall Membership Meeting.

M/S Charlie Curcija / Sheila Gore

VOTE: Approved – 28; not approved – 0; Abstain – 3; – Motion passed.

**6. Unfinished Business**

**7. New Business**

a. Will meet during the Fall Membership Meeting in Arlington, VA.

b. It was requested that the R&T Committee consider and determine the correct processes (implementation, forwarding, etc.) when bringing action items forward.

**8. Action Items to forward to the Board of Directors were summarized.**

**9. The meeting was adjourned at approximately 5:30 p.m.**