

Minutes



Certification Policy Committee
Wednesday March 10, 2004
2:00pm – 3:00pm
Chair: John Hogan- Seattle DCLU

1. Call to Order

John Hogan, Chair of the Certification Policy Committee (CPC), called the meeting to order at 2:00 pm. John welcomed the attendees and introduced the members of the CPC.

Members present: John Hogan, Jim Krahn, Ken Nittler, Roland Temple.

Members absent: John Smith.

John noted that item 1 c on the agenda was NOT correct. The CPC is appointed by the NFRC Board. The CPC consists of the Chair of the Technical Committee, the Chair of the Ratings Committee, a manufacturer representative, an IA representative, and one other person. Only those five people are allowed to vote.

Attendees introduced themselves and Ray McGowan circulated the attendance sheet.

2. Appoint Recording Secretary

Ray McGowan of NFRC agreed to take the minutes.

3. Review and Approve Minutes from June 9, 2003 (Scottsdale) Meeting

It was moved and seconded (J. Krahn, R. Temple) to approve the minutes from the CPC meeting on June 9, 2003. The minutes were approved (approved, 4-0-0).

4. Review and Approve Agenda

No revisions were made to the agenda.

5. Review of CPC actions since the June 2003 NFRC Meeting

No actions taken since the June 2003 meeting.

6. Forum

John noted that, while the CPC meetings often contained a forum to address certification issues, there was no forum at this meeting.

Minutes



7. Old Business

The CPC discussed “sash kit” interpretation request. The question and draft interpretation was presented and questions were taken from the floor. It was then moved and seconded (J. Krahn, R. Temple) to approve the PCP interpretation 1-2004 as written. Approved 4-0-1.

8. New Business

There was no new business.

9. Schedule for Next Conference Calls

The CPC decided to schedule conference calls on an as-needed basis.

10. Adjourn

The meeting was adjourned at 2:50 pm.