



## MINUTES for Special Board Meeting March 24, 2023

Meeting: 03/24/2023 7:15am Mountain Time

Location: Zoom Meeting  
<https://zoom.us/j/8256677745>  
Meeting ID: 825 667 7745

### ATTENDEES

#### Presiding Officer:

Korey Hampton – **Chair**

#### Board Member Attendees:

Rohan Shahani – **Vice Chair**  
 Michael Smith – **Secretary**  
 Erik Marter – **Treasurer**

Leslie Sohl – **Member**  
 Kennerly de Forest – **Member**  
 Connor James – **Member**

Jason Ong – **Member**  
 Billy Simpson – **Member**

#### Quorum?

Yes  
 No

#### Guests:

John Voegtlin  
Heather Brookes  
Melissa Webb  
Josh Tod  
Michelle Hepler  
Pete Sawyer  
John Winter  
Rich Klajnscek  
Lori Pingle

Meeting called to order at XXX AM Mountain Time by Korey Hampton.

#### **Welcome Guests & Housekeeping | 7:15-7:20am** (Korey Hampton)

#### **Reading of the ACCT Mission Statement | 7:20-7:21am** (XXX)

The Association for Challenge Course Technology (ACCT) establishes and promotes the standard of care and measure of excellence that defines professional practice and effective challenge course programs. ACCT develops, refines, and publishes standards for Installing, maintaining, and managing challenge courses; provides forums for education and professional development; and advocates for the challenge course and adventure industry.

#### **Reading of the ACCT Anti-Trust Statement | 7:21-7:22am** (XXX)

It is the policy of the Association for Challenge Course Technology, and it is the responsibility of every Association member company, to comply in all respects with federal and state antitrust laws. No activity or discussion at any Association meeting or other function may be engaged in for the purpose of bringing about any understanding or agreement among members to:

(a) raise, lower, or stabilize prices;



- (b) regulate production;
- (c) allocate markets;
- (d) encourage boycotts;
- (e) foster unfair trade practices;
- (f) assist monopolization, or
- (g) in any way violate federal or State antitrust laws.

Any questions regarding the meaning or applicability of this policy, as well as any concerns regarding activities or discussions at Association meetings, should be promptly brought to the attention of the Chair of the Board of Directors.

#### Approval of Agenda | 7:22-7:25am (Korey)

<b>Motion:</b>	Review and approve the meeting agenda
<b>Made by:</b>	Connor
<b>Seconded by:</b>	Leslie
<b>Discussion:</b>	None.
<b>Vote:</b>	In Favor – N/A Opposed - 0 Abstaining - 0
<b>Motion Carries:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

#### Secretariat Update | 7:25-7:55am (Korey, Leslie, and Connor)

- Current status (Leslie)
  - Audit status
    - ANSI Audit has nothing to do with current BSR. That said, it means ANSI has taken a backward look at what we have done, and they have given us some significant feedback.
    - While the current PINS and BSR have not been evaluated by them, we have not addressed previous issues.
    - We have submitted responses to the items in the Audit that require a response, but we will still need to respond to their suggested items. We have not received a formal response from ANSI.
    - We need to regularly update our accredited procedures with ANSI Essential Requirements. We are currently doing this to align with the 2022 changes to requirements. A redline is currently being voted on by the Consensus Group.
    - Next meeting of CG is April 5.
    - We have received an extension for submission to April 19, 2023.
  - A BSR was filed with more than 1,700 comments received.
- Options regarding the existing BSR (Leslie)
  - We are at a place where we have two options:
    - 1. Pull the draft.
      - 4.2.1.3.3. Discontinuance of a standard s project

*An accredited standards developer may decide to abandon the*



*processing of a proposed new or revised American National Standard or portion thereof at its own discretion and without a vote of the relevant consensus body.*

*Accredited standards developers must notify ANSI immediately of such actions which will be announced in Standards Action.*

- If this route is taken
  - Secretariat needs to immediately notify ANSI
  - Need to send out a similar message to the public
  - Need to send out a message to every commenter including how they can stay involved
- We can submit a new BSR in the future. We can also continue to process the comments received, taking feedback into consideration.
- 2. Continue to process the comments and hold additional review periods
  - We are likely to find several substantive comments that will require us to discontinue the process
  - Cannot modify the PINS through this process and only submit certain areas of the standard that were out for review
  - In our procedures, we state that we will respond to commenters in a timely manner
- Questions
  - If we discontinue the current project, will we be able to interact with the commentors? We can use the data received, but we would not have to follow the process we currently have set.
  - If we proceed with Option 2, what happens to comments outside of BSR? Inside BSR? If a comment is made on a section that was not relevant to the current BSR, the comment can be considered in the future. ANSI Essential Requirements has a process for this.
- Next steps
  - Draft messaging that would need to go out was briefly reviewed.

<b>Motion:</b>	To discontinue the BSR as it is written and to contact ANSI
<b>Made by:</b>	Leslie
<b>Seconded by:</b>	Erik Marter
<b>Discussion:</b>	Add action item to send out messaging to public and commentors
<b>Vote:</b>	In Favor – Rohan, Leslie, Jason, Michael, Kennerly, Billy, Erik, Connor Opposed – 0 Abstaining – None
<b>Motion Carries:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**ACTION ITEM** – Executive Committee to work on communication to send out.



**Meeting Closing** (Korey)

<b>Motion:</b>	Motion to adjourn the meeting.
<b>Made by:</b>	Kennerly
<b>Seconded by:</b>	Connor
<b>Discussion:</b>	None
<b>Vote:</b>	In Favor – All Opposed – 0 Abstaining – 0
<b>Motion Carries:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Meeting adjourned at 8:00 am Mountain Time.

APPROVED