



MINUTES for Special Meeting of the Board acting as the ASD/Secretariat July 12, 2024

Meeting: 07/12/2024 7:30 – 9:30 am Mountain Time

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

ATTENDEES

Presiding Officer:

Korey Hampton – **Chair**

Board Member Attendees:

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Rohan Shahani – Vice Chair | <input checked="" type="checkbox"/> Leslie Sohl – Member | <input checked="" type="checkbox"/> Lauren Stover – Member |
| <input checked="" type="checkbox"/> Michael Smith – Secretary | <input checked="" type="checkbox"/> Alicia Bourke – Member | <input checked="" type="checkbox"/> Kennerly de Forest – Member |
| <input checked="" type="checkbox"/> Erik Marter – Treasurer | <input type="checkbox"/> Jason Ong – Member | <input checked="" type="checkbox"/> Melissa Webb – Executive Director |

Quorum?

Yes No

Guests:

John Voegtlin

Meeting called to order at 7:36 am Mountain Time by Korey Hampton.

Welcome Guests & Housekeeping | 7:36-7:37am (Korey Hampton)

Approval of Agenda | 7:37-7:40am (Korey)

| | |
|------------------------|---|
| Motion: | Review and approve the meeting agenda |
| Made by: | Mike |
| Seconded by: | Kennerly |
| Discussion: | |
| Vote: | In Favor – all Opposed – none Abstaining - none |
| Motion Carries: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |



ASD Updates | 7:40 – 8:00 am

Accredited Procedures | 7:40 – 8:10 am (John and Korey)

- Ballot status for the approval of the revised Accredited Procedures
Open ballot closes on July 15, 2024 (Monday night)
- Next Steps
 - Notifications. John sent out notices on July 1 (to those who had not submitted) and July 10 (to those who had not submitted). He will send another reminder today before the weekend.
 - A majority is required for approval (6.4)
 - Accredited Procedures 6.8 discusses the disposition of objections. Negatives need to be discussed, and a ballot may need to be recirculated. Voters will have the opportunity to change or maintain their vote. Unresolved issues need to be shared, and attempts need to be made at consensus. Those who maintain a negative shall have the right to appeal.
- Standards development: policy, timeline, and education

Consensus Group | 8:10 – 8:30am (Mike)

- Meeting scheduled for 07/17/24
- This was initially scheduled for 07/03/2024, which was deemed too difficult for most of the group.
- Balance on the CG
 - John reached out to one General Interest application on file
 - John V reached out to 4 of the 5 Vendor applications; heard back from 2 so far
 - There is one new general interest application that is new to the group
 - We currently do not have a PRCA representative. Our 2018 MOU includes both parties having a representative on the other's consensus body.
 - Mike reached out by e-mail to Sean Fisher to let him know about the result of the recent ballot to restore his seat. He was informed that the ballot did not pass. This would not restrict him from re-applying.
 - Mike has reached out to Mike Barker of PRCA requesting an application for an ACCT representative to apply. He has not heard back.
- **ACTION ITEM.** Mike will reach out to Mike Barker again today.
- We currently have notices on our Consensus Group webpage, and there is a published newsletter with notice. We can send out notices through ANSI, on our social media, and in our next newsletter.
- Near-term plan for the Consensus Group
 - There has been a tradition of a monthly meeting. As an ASD, we have work to do
 - Need to do more outreach and try to help fill the application pipeline
 - It is the duty of the Secretariat to review membership.



- Until we are in balance, we should not be voting on leadership.
- Having a meeting is not appropriate right now because any actions taken are out of balance.
- Order of actions.
 - We need to do work as the Secretariat with outreach
 - Once we have the application pipeline filled, then they can meet to gain balance
 - Once the Consensus Group is balanced, they can meet to vote on leadership and other issues.
- ACTION ITEM. Mike, Korey, Melissa, and John V to schedule a meeting with Pete to discuss path forward.
- ACTION ITEM. Set future dates for Secretariat Meetings

Request to ANSI for extension | 8:45 – 8:50 am (John and Leslie)

- Due by July 18th
- The form is relatively simple. We are asking for an extension for 18 months. Based on conversations with Anne at ANSI, she recommended making sure we give ourselves breathing room. Group discussed and decided we should request 24 months.

ACTION ITEM. John V. will file the extension today.

ANSI Appeals | 8:50 – 9:0 am (Korey, Mike and Leslie)

- **Appeal 1** - Overview
 - An appeals hearing occurred on June 12, 2024 with Appellant 1. ACCT received a response from the panel a few days later. The results were forwarded to Appellant 1.
 - The panel's response required additional action items.
 - We have several options:
 1. We can appeal to ANSI if we determine we do not like the findings of the panel
 2. We can wordsmith a response to Appellant 1 that complies with the findings of the panel
 3. We create a task group to review this in greater detail.

ACTION ITEM. Mike and Leslie will work on a draft letter and share it with the BoD for review and consideration. If other members are interested in participating, please let Mike and Ashlie know through Slack.

- **Appeal 2**
 - A new appeal was received on June 27, 2024. We have to respond to that appeal by July 27, 2024.



Motion: Move in to closed session to discuss a confidential matter
Made by: Rohan
Seconded by: Erik
Discussion: None.
Vote: In Favor –All
 Opposed – none
 Abstaining – none
Motion Carries: Yes No

Meeting moved into closed session at 9:23 am Mountain Time.

Meeting returned from closed session at 9:37 am Mountain Time.

Meeting Closing | 9:40 am (Korey)

Motion: Motion to adjourn the meeting.
Made by:
Seconded by:
Discussion: None.
Vote: In Favor – N/A
 Opposed – 0
 Abstaining – 0
Motion Carries: Yes
 No

Meeting was adjourned at 9:42 am Mountain Time.