



Consensus Group Meeting Agenda

Meeting Logistics:

Conference Line: 1-218-895-0744 / passcode: 9786#

Date / Time: September 12, 2018 12:00 -1:30 MDT

Preparation / To Dos:

Meeting Agenda & August Minutes

Review Procedures Document

MEMBERS ROSTER (checked boxes represent members in attendance):

- | | | | |
|-------------------------------------|-----------------------------------|-------------------------------------|---------------------------|
| <input type="checkbox"/> | | <input checked="" type="checkbox"/> | Jeffery Gosnell, User |
| <input checked="" type="checkbox"/> | Keith Jacobs, Vendor (Vice Chair) | <input type="checkbox"/> | Rhonda Mickelson, General |
| <input checked="" type="checkbox"/> | John Lazarus, Vendor (Chair) | <input checked="" type="checkbox"/> | Richard Bourlon, General |
| <input checked="" type="checkbox"/> | Etienne Leblanc, Vendor | <input type="checkbox"/> | Loui McCurley, General |
| <input type="checkbox"/> | Dave Sherry, User | <input checked="" type="checkbox"/> | Mark Glynn, General |
| <input checked="" type="checkbox"/> | Curtis Britcher, User | | |
| <input checked="" type="checkbox"/> | Shawn Moriarty, User | | |

Standards Writing Committees, Board Liaison, Consultant & Support Staff:

- Standards Development Committee Chair : John Winter for Rich
- Board/Secretariat Liaison: Benjamin Kopp
- Consultant: Jim Converse
- Executive Director: Shawn Tierney
- Interim Secretary to CG: Scott Andrews

Scheduled Observers: None

Meeting Called to Order: 11:03 MDT

Quorum Present: YES

ADMINISTRATIVE UPDATES

1. Approval of Minutes (8-08-2018) motion by Jeffery 2nd by Mark Glynn, approved unanimously
2. Update on the ACCT Restructure as it relates to the CG
3. Membership announcement published in September Standards Action and on ACCT Website.
4. Reaccreditation Approved

OLD BUSINESS

1. Comment Response Period Closed

NEW BUSINESS

2. Next steps in Standards Publication and ANSI process (need to check pins to see what was stated as the intended vote. The clean version of the standard needs to be created to be ready for review and Ballot.)

3. Membership in Consensus Group Four positions are available In October we will work to fill the position open by Bob Ryan departure.

NEXT MEETING

1. Next scheduled meeting: October 10, 2018

ACTION ITEMS		
Who	What	When
Scott	Clean draft of standard with check against comments	10/1/18

Meeting Adjourned: Mark Glynn, Second Shawn Moriarty, 11:34a MDT