



# Consensus Group Meeting MINUTES

## Meeting Logistics:

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

Date / Time: October 10, 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 checked="" type="checkbox"/> Keith Jacobs, Vendor (Vice Chair) | <input checked="" type="checkbox"/> Richard Bourlon, General |
| <input checked="" type="checkbox"/> John Lazarus, Vendor (Chair)      | <input checked="" type="checkbox"/> Loui McCurley, General   |
| <input checked="" type="checkbox"/> Etienne Leblanc, Vendor           | <input type="checkbox"/> Mark Glynn, General                 |
| <input type="checkbox"/> Dave Sherry, User                            | <input type="checkbox"/>                                     |
| <input checked="" type="checkbox"/> Curtis Britcher, User             | <input type="checkbox"/>                                     |
| <input type="checkbox"/> Shawn Moriarty, User                         | <input type="checkbox"/>                                     |
| <input checked="" type="checkbox"/> Jeffery Gosnell, User             | <input type="checkbox"/>                                     |
| <input type="checkbox"/> Rhonda Mickelson, General                    |  |

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

- Standards Development Committee Chair : Rich Klajnscek
- 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: 12:04 MDT

Quorum Present: YES

### **ADMINISTRATIVE UPDATES**

1. Approval of Minutes (9-12-2018) Jeffery moves to approve. Keith Second, unanimous approval
2. ASTM Hominization proposal and Policy Director Position. Report by Shawn: Harmonization meeting started today in San Diego.
3. Face to Face at the Conference Proposed Sunday February 10, 2019 (roles and responsibilities and how the SDC and CG work together) Specifics will be provided by November Meeting.
4. Membership Applications updates:
  - o Micah Henderson has withdrawn her application

### **OLD BUSINESS**

1. Ballot for standards as revised.

**NEW BUSINESS**

- 2. Membership in Consensus Group: Application review 4 positions to fill including PRCA member to meet requirements of ANSI Executive Committee. *Loui motion to create a ballot for Leslie Sohl as General Interest member. Jeffery Second. Unanimous*

**NEXT MEETING**

- 1. Next scheduled meeting: November 14, 2018

---

<b>ACTION ITEMS</b>		
<b>Who</b>	<b>What</b>	<b>When</b>
Scott	Create Ballot for Leslie Sohl as General Interest Member	Thursday Oct 11, 2018
Scott	Hold the Date invite for February Face to Face	Thursday Oct 11, 2018

Motion by Loui and second by Richard unanimous  
Meeting Adjourned: 12:46p MDT