



## Consensus Group Meeting MINUTES

### Meeting Logistics:

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

Date / Time: December 12, 2018 12:00 -1:30 MST

### Preparation / To Dos:

Meeting Agenda & August Minutes

Review Procedures Document

### **MEMBERS ROSTER (checked boxes represent members in attendance):**

- |  |   |
|--|---|
| x <input type="checkbox"/> Keith Jacobs, Vendor (Vice Chair) | <input type="checkbox"/> Rhonda Mickelson, General  |
| x <input type="checkbox"/> John Lazarus, Vendor (Chair)      | x <input type="checkbox"/> Richard Bournon, General |
| <input type="checkbox"/> Etienne Leblanc, Vendor             | x <input type="checkbox"/> Leslie Sohl, General     |
| <input type="checkbox"/> Mike Barker, Vendor                 | <input type="checkbox"/>                            |
| <input type="checkbox"/> Dave Sherry, User                   | <input type="checkbox"/>                            |
| x <input type="checkbox"/> Curtis Britcher, User             | <input type="checkbox"/>                            |
| <input type="checkbox"/> Shawn Moriarty, User                | <input type="checkbox"/>                            |
| x <input type="checkbox"/> Loui McCurley, User               | <input type="checkbox"/>                            |

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

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

**Scheduled Observers:** None

Meeting Called to Order: 12:12p MST

Quorum Present: Yes

### **ADMINISTRATIVE UPDATES**

1. Approval of Minutes (11-14-2018) Motion to Approve: Loui McCurley, Keith Jacobs second  
Approved: Unanimous
2. Membership Update: Mark Glynn and Jeffery Gosnell (Mark has moved to DPI writing group)
3. Face to Face at the Conference Sunday, February 10, 2019 details 8:30a to 4:00p in Denver at the Hyatt Regency at the Convention Center.
4. Public Comment Period response (4 standards that are substantive are out for comment on Standards Action on 12/7/18 and comment period goes to 1/8/19 and not comments have been received to date)
5. SDC Updates from Rich Klajnscek: (Rich and team are working on DPI changes. The writing committees feel that the Ops standards is in good shape and will be collecting feedback. They will be getting more detail on zip line brake, and landing areas. Current standards are not

adequate to address concerns in how these things work. Also working on ground anchors and understanding testing and pull up strength for high load and Critical anchors. Worker safety standards for guides and facilitators not builders.)

### **OLD BUSINESS**

1. Review Member Code of Conduct (in basecamp)
2. Review Member Expectations (in basecamp) Membership Behavior Document (CG responsibilities Documents broken out so that it can be a How To manual for new and older members)

### **NEW BUSINESS**

3. Motion #1: Curtis Britcher change membership category from User to General.
  - o Motion By: Keith Jacobs
  - o Seconded: Richard Bourlon
  - o Discussion: No discussion
  - o Vote: No \_\_\_0\_\_\_ Abstain \_\_\_0\_\_\_ Yes \_Unanimous\_\_\_\_\_
4. Motion #2: To release to the Consensus Group Members the ballot for new members in the Vendor Category. Ballot for one position to circulate for 30 days and to be forwarded as an electronic document. Pete Sawyer, Steve Gustafson, Patrick Avery to appear on the ballot.
  - o Motion By: Curtis Britcher
  - o Seconded: Loui McCurley
  - o Discussion: None
  - o Vote: No \_\_0\_\_ Abstain \_\_0\_\_ Yes \_Unanimous\_\_\_\_\_
5. Motion #3: To release to the Consensus Group Members the ballot for new members in the User Category. Ballot for two positions circulate for 30 days and to be forwarded as an electronic document. Rich Hattier, Rob Manson and John Combs to appear on the ballot.
  - o Motion By: Keith Jacobs
  - o Seconded: Curtis Britcher
  - o Discussion: Leslie ask about Rob Manson's application which states Vendor. Scott stated conversation with Rob about changing category
  - o Vote: No \_\_0\_\_ Abstain \_\_0\_\_ Yes \_Unanimous\_\_\_\_\_
6. Motion #4: To release to the Consensus Group Members the ballot for new members in the General Category. Ballot for one position circulate for 30 days and to be forwarded as an electronic document. Dave Merrell to appear on the ballot.
  - o Motion By: Loui McCurley
  - o Seconded: Keith Jacobs
  - o Discussion: none
  - o Vote: No \_\_0\_\_ Abstain \_\_0\_\_ Yes \_\_Unanimous\_\_\_\_\_

John opened floor for comments on how the group has been moving forward and what is needed

moving forward: Loui- appreciate the organization, Curtis, Thanks for the docs: Jim Converse is impressed with how this is going. Leslie – Google Drive and other communication stuff. When will that be happening if it will be happening. Scott Stated that the face to face is the roll out and how what that will look like.

**NEXT MEETING**

1. Next scheduled meeting: January 9, 2019 12:00p MST to 1:30p MST Phone
2. Next Face to Face meeting February 10, 2019 8:30am to 4:00pm Denver Hyatt at the Convention Center

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<b>ACTION ITEMS</b>		
<b>Who</b>	<b>What</b>	<b>When</b>
Scott	Release vendor Ballot	12/12/18
Scott	Release user ballot	12/12/18
Scott	Release general ballot	12/12/18
Scott	Post 12/7/18 Standards Action to Basecamp	12/12/18
Scott	Change Curtis category on Letterhead and roster	12/16/18

Meeting Adjourned: 1:05p MST

Approved January 9, 2019