



## MINUTES Consensus Group Meeting

### Meeting Logistics:

Zoom Meeting: Invite in calendar notice

Date / Time: JUNE 02, 2021 12:00p -2:00p MDT

### Preparation / To Dos:

Review Meeting Agenda and DRAFT minutes

Review Draft Standards Comments and complete "Proposed Standards Check Sheet" form as assigned.

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

<input checked="" type="checkbox"/> <b>John Lazarus, Vendor (Chair)</b>	<input checked="" type="checkbox"/> <b>Joe Peters, User</b>
<input checked="" type="checkbox"/> <b>Pete Sawyer Vendor (Vice-Chair)</b>	<input type="checkbox"/> <b>Mitchell McWilliams, User</b>
<input checked="" type="checkbox"/> <b>Keith Jacobs, Vendor</b>	<input type="checkbox"/> <b>Rhonda Mickelson, General</b>
<input checked="" type="checkbox"/> <b>Etienne Leblanc, Vendor</b>	<input type="checkbox"/> <b>Richard Bourlon, General</b>
<input checked="" type="checkbox"/> <b>Dave Merrell, Vendor</b>	<input type="checkbox"/> <b>Curtis Britcher, General</b>
<input type="checkbox"/> <b>Paul Chapman, User</b>	<input checked="" type="checkbox"/> <b>Leslie Sohl, General</b>
<input type="checkbox"/> <b>Shawn Moriarty, User</b>	<input checked="" type="checkbox"/> <b>Mike Lane, General</b>
<input type="checkbox"/> <b>Loui McCurley, User</b>	

### **Support Staff and Scheduled Guest:**

**Scott Andrews** Secretary to the Consensus Group  
 **Connor James** Board of Directors  
 **Korey Hampton** Board of Directors  
 **Victor Gallo** Board of Directors  
 **Michelle Hepler** TIRE Committee Member (joined call late)  
 **Carson Rivers** Board of Directors

### **Scheduled Observers:**

*Before we begin, I would like to welcome our observers. They have, each, confirmed that they have read and understand and will comply with the ACCT Code of Conduct for such observers. By way of reminder, we ask this of our observers:*

- 1) Unless prior arrangements have been made, observers will listen only and must not create or allow any distractions or interruptions of the meeting, including comments to the Members or otherwise, and background or other noises through their telephones. We suggest they turn their telephones to "mute" if they are able to do so.*
- 2) Voice recordings of the actual proceeding are not allowed.*
- 3) An observer who wishes to comment on the proceedings after the meeting may do so by completing the Observer Form on the ACCT Website or by contacting the Secretary to the Consensus Group at [Scott.Andrews@ACCTinfo.org](mailto:Scott.Andrews@ACCTinfo.org) or 303.827.2432.*

*Thank you in advance for your cooperation.*

Meeting Called to Order: 12:24p MDT

Quorum Present: yes

1. Review and Approve Agenda of today's meeting.

Motion: To accept the agenda as presented.

MADE by: Mike Lane, 2<sup>nd</sup> by: Leslie Sohl

Discussion: none

Meeting Management Tasks: Chat Time Management: Pete Screen Share: Scott and Pete

Opposed: 0 Abstain: 0

## 2. Approval of Minutes (5-5-2021)

Motion: To accept the minutes as presented.

MADE by: Mike Lane, 2<sup>nd</sup> by: Keith Jacobs

Discussion:

Opposed: 0 Abstain: Mike Lane

3. NO New communication about standards has been received through Standards Management email.
4. Member Education on continued review of Procedures and Member Education Plan Section 7 and 10 (10 Minutes) John Lazarus
5. Secretariat update: *reminder of desire by some members to have the quarterly Secretariat meetings on a regular schedule and published to the members. Board Members stated that the BOD and CG meetings are on the calendar. Secretariat meetings are currently not on a regular schedule.*

## **OLD BUSINESS**

6. Discussion: Do Standards need to be updated with proposed material? Review Completed "Proposed Standard Check Sheet and Process." *Mike Lane suggested that we are more specific information we request from people pointing out language that exist and language should be changed and a place for this group to have a rational about that. Additionally, he was expressed concerns about how the PINS is developed and what the PINS might address.*

*Do these ideas expressed in the comments provide enough information to reopen the standards? All in attendance agree*

*Open entire standard or chapters. Or stated another way "chapters or the entire book." Large changes all but Keith.*

The detailed notes of actions to be addressed in comments is in the ASANA project addressing these items shared with members on 6/3/2021. ASANA is the system being used to track all the comments and processing of those comments at this time.

(Note: in the May Meeting Members requested this section be recorded. This section of the meeting was not recorded. This is an omission of the recording officer.)

## **NEW BUSINESS**

## **NEXT MEETING**

1. Next scheduled meeting: July 7, 2021, 12:00pm to 1:30p MDT

<b>ACTION ITEMS</b>		
<b>Who</b>	<b>What</b>	<b>When</b>
<i>Scott</i>	<i>Draft letters to commenter addressing broad responses</i>	<i>6/30/2021</i>

Meeting Adjourned: 1:55 pm MDT

Motion: To Adjourn.  
MADE by: Leslie Sohl

Approved 7/7/2021