

AGENDA Consensus Group Meeting

Meeting Logistics:

Zoom Meeting: Link provided in calendar invitation Date / Time: MAY 04, 2022, 12:00p -1:30p MST

Preparation / To Dos:

Review Meeting Agenda and DRAFT minutes

Review ACCT_03-202X DRAFT STANDARDS

MEMBERS ROSTER (checked boxes represent members in attendance):			
x John Lazarus, Vendor (Chair)	Vacant, User		
x Pete Sawyer Vendor (Vice-Chair)	x_ Mitchell McWilliams, User		
x_ Keith Jacobs, Vendor	Vacant, General		
x_ Etienne Leblanc, Vendor	_x_ Richard Bourlon, General		
Dave Merrell, Vendor	_x_ Curtis Britcher, General		
x Paul Chapman, User	Mike Lane, General		
x Shawn Moriarty, User	_x_ Sean Fisher, General		
Loui McCurley, User	?joined before 12:50		
Support Staff and Scheduled Guest:			
x_ John Voegtlin Secretary to the Consensusx_ Connor James Board of Directors Liaisonx_ Rich Klajnscek Invited Kathy Haras Invited Tony Draus Invited	Group		

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 <u>John@ACCTinfo.org</u> or 303.827.2432.

Thank you in advance for your cooperation.

Meeting Called to Order: 12:18 Mountain

Quorum Present: Y

1. Review and Approve Agenda of today's meeting

Motion: To accept the Agenda as presented. MADE by: Keith Jacobs 2nd: Paul Chapman

Discussion: none

Meeting Management Tasks: Chat Time Management Screen Share:

Opposed: Abstain:

2. Approval of Minutes

Motion: To accept the 04-06-2022 minutes as presented.

MADE by: Richard Bourlon 2nd: Keith Jacobs

Discussion:

Opposed: Abstain:

- 3. Administrative Update:
 - a. Communications from ANSI:
- 4. Secretariat update:
 - a. The BOD has requested a meeting with the CG leadership and interested CG members to discuss the ANSI audit. Potential time frames to be discussed.
 - Possible time during the BOD face to face May 9-10.
- 5. New communication about standards has been received through Standards Management email.
 - a. None
- 6. Membership:
 - Reminder to ballot for filling the user category.
 - Joseph has 3 Yes, 5 No. 3 Abstain.
 - Lynda has 8 Yes, 3 no.
 - Affirm existing or vote new leadership Must be completed in June 1st meeting.
 - Chair and Vice Chair of the Consensus Group.

Motion: Affirm current leadership, John Lazarus in chair and Pete Sawyer as vice chair.

MADE by: Paul Chapman 2nd: Curtis Britcher

Discussion:

Opposed: Abstain:

Absent: Sean Fisher, Loui McCurley, Dave Merrell, Mike Lane

Discuss ballot for General Interest Category

- Bill Weaver
 - o Revised application accepted
 - o Postpone Ballot until other candidates are given time to submit.
 - Open to members making a Motion for a ballot to fill the General Interest Category

Motion: Ballot Bill Weaver for membership in the General category

MADE by: Richard Bourlon 2nd: Paul Chapman

Discussion:

Opposed: Abstain:

Absent: Sean Fisher, Loui McCurley, Dave Merrell, Mike Lane

OLD BUSINESS

7. Member Education: Postponed until May as necessary

- 8. Review and Revision of the Accredited Procedures Task Force: Postponed until June as necessary.
- 9. Continuation of the discussion of ACCT 03-202X Draft Standards submissions from Commenters.
 - 1. Each discussion with the Submitors during the meeting will be processed using the following format:
 - a. The chair will start at the beginning of the document and go through section by section asking any members if they have issues with the proposed standard change. Members are requested to raise their hand in the meeting so we can see how many folks have issues that we need to include in the discussion.
 - b. Motion presented with the specific language Issue/change by the Member
 - c. Discussion with the Member and Commentor for resolution
 - d. Vote by the Members on the CG for the proposed language
 - i. Restatement of the final language in Motion for to be included in the standards
 - ii. 2nd the Motion
 - iii. Final Discussion
 - iv. Vote by the Members
 - e. Affirmation by the Commenter that their comment was resolved
 - f. This information will be recorded in the Meeting Minutes as the final record of resolving any changes with the Commenter for the ANSI record.
 - 2. Motions created from the Discussions:
 - Affirm ballots received for motions made during May meeting for members not present during those votes.

Last change discussed on line 494 (2022-04-06)

Continue at next change at line 504 - D.5.2

E.1.1. Discussion resulted in a request to resubmit E.1.1. to include the information in E.2.1. reorganized into the current format of standard and explanatory material for each category

Explanatory Note on Line 731 (Personal Fall Arrest System - first column) should be changed from "dorsal" to "appropriate... as determined by the manufacturer"

Discussion on Explanatory note to E.2.2.2.2. (Line 755) and the currently referenced standards resulted in a request to investigate F2375 and rewrite E.2.2.2.2. to eliminate jurisdiction of use

Last change discussed on line 752

Will continue at next change at line 758 - E.2.2.2.3.1

NEW BUSINESS

Sean Fisher joined the meeting late but did not acknowledge through visual or auditory methods that it was him in the meeting. Therefore we cannot validate that it actually him participating in the meeting. A call was made to his phone number and an email was sent to his address to question his lack of response during the meeting and get validation of his presence.

NEXT MEETING

- 1. Next scheduled meeting: June 1st, 2022, 12:00pm to 1:30 MDT
- 2. Items for the Agenda?

ACTION ITEMS		
Who	What	When
John V	Review current file structure for efficiency and complexity and present findings at next meeting (Catalogue)	Ongoing
		1

Meeting Adjourned: 1:39pm Mountain

Motion: To Adjourn. MADE by: Keith Jacobs

Motion: [blank and ready to be copied and pasted for discussion of a specific section]

MADE by: 2nd:

Discussion:

Opposed: Abstain:

Absent:

Motion: [DRAFT "to accept the balance of Proposed Draft Standards language

submitted by the commenters..."]

MADE by: 2nd:

Discussion:

Opposed: Abstain:

Absent:

fin.