



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):

<input checked="" type="checkbox"/> John Lazarus, Vendor (Chair)	<input type="checkbox"/> Vacant, User
<input checked="" type="checkbox"/> Pete Sawyer Vendor (Vice-Chair)	<input checked="" type="checkbox"/> Mitchell McWilliams, User
<input checked="" type="checkbox"/> Keith Jacobs, Vendor	<input type="checkbox"/> Vacant, General
<input checked="" type="checkbox"/> Etienne Leblanc, Vendor	<input checked="" type="checkbox"/> Richard Bourlon, General
<input type="checkbox"/> Dave Merrell, Vendor	<input checked="" type="checkbox"/> Curtis Britcher, General
<input checked="" type="checkbox"/> Paul Chapman, User	<input type="checkbox"/> Mike Lane, General
<input checked="" type="checkbox"/> Shawn Moriarty, User	<input checked="" type="checkbox"/> Sean Fisher, General
<input type="checkbox"/> Loui McCurley, User	?joined before 12:50

Support Staff and Scheduled Guest:

John Voegtlin Secretary to the Consensus Group
 Connor James Board of Directors Liaison
 Rich Klajnscek Invited
 Kathy Haras Invited
 Tony Draus Invited

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 John@ACCTinfo.org 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.
 - o 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 Submitters 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.

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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.

Approved 20