



## AGENDA Consensus Group Meeting

### Meeting Logistics:

Zoom Meeting: Link provided in calendar invitation

Date / Time: June 1, 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 checked="" type="checkbox"/> Lynda Kelly, User
<input checked="" type="checkbox"/> Pete Sawyer Vendor (Vice-Chair)	<input type="checkbox"/> Mitchell McWilliams, User
<input type="checkbox"/> Keith Jacobs, Vendor	<input type="checkbox"/> Vacant, General
<input type="checkbox"/> Etienne Leblanc, Vendor	<input checked="" type="checkbox"/> Richard Burlon, General
<input type="checkbox"/> Dave Merrell, Vendor	<input type="checkbox"/> Curtis Britcher, General
<input checked="" type="checkbox"/> Paul Chapman, User	<input checked="" 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	

### **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  
 Bryan Millea Observer

### **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](mailto:John@ACCTinfo.org) or 303.827.2432.*

*Thank you in advance for your cooperation.*

Meeting Called to Order: 12:09pm Mountain

Quorum Present: Yes

1. Review and Approve Agenda of today's meeting

Motion: To accept the Agenda as presented.  
MADE by: Richard Bourlon 2nd: Lynda Kelly

Discussion: editing of agenda to only reflect that meeting's content  
Meeting Management Tasks: Chat Time Management Screen Share: Pete Sawyer  
Opposed: Abstain:

2. Approval of Minutes

Motion: To accept the 05-04-2022 minutes as presented.  
MADE by: Paul Chapman 2nd: Shawn Moriarty

Discussion: Discuss the modification of the May Minutes to reflect just the items discussed during that meeting. Removal of the items in yellow that are recorded in the April Minutes.  
Opposed: Abstain:

3. Administrative Update:

- a. Communications from ANSI:

4. Secretariat update:

- a. None

5. New communication about standards has been received through Standards Management email.

- a. None

6. Membership:

- Results of the open positions in the User and General Categories
  - User Category Results - Lynda Kelly 8 votes affirmative 3 Negative. Joseph Francis 3 Affirmative, 5 Negative 3 Abstain. Lynda Kelly wins.
  - Current ballot results for the General Category - 10 total ballots submitted, 8 Affirmative and 2 Abstentions. Ballot closes on June 5th.
- Current ballot Results for the Leadership position of the CG - All members present in the meeting affirmed John Lazarus as Chair and Pete Sawyer as Vice Chair - 4 ballots sent to members not in attendance. 3 Ballots have not returned as of this meeting. Ballot will formally close on June 6th, or when all ballots from absent members are in.
- Review Membership Attendance Spreadsheet.
  - Validate Sean Fisher attendance at the May 22 Meeting.

## OLD BUSINESS

7. Member Education: Postponed until review of the proposed standards from the public are completed.
8. Review and Revision of the Accredited Procedures Task Force: Postponed until review of the proposed standards from the public are completed.
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:

Last change discussed on line 752

Continued at next change at line 758 - E.2.2.2.3.1

- Present and review “ACCT\_03-202X\_Operating Systems DRAFT 2022.05.28” Submitted by Rich Klajnscek and the Tire Committee as revision to E.1.1 listed above.
  - Rewrite of E.2.3.4.2 requested during review
  - Asking for clarification/necessity of E.2.5.1 and E.2.5.2
  - Asking for clarification/necessity on E.2.6.1 and E.2.6.2 - what authorities have jurisdiction on spotting?
  - Asking for Clarification on E.2.7, including 2.7.1 and 2.7.2
  - Members present agree to the following changes:
    - E.2.3.4. Strike “unprotected” from last sentence.
    - E.2.3.4.1. Replace “codes” with “standards and/or regulations”
    - E.2.3.4.2. Replace “codes” with “standards and/or regulations”

- Line 827 **F.1.4. Footing** : suggestion to rewrite last sentence to include proper identification of the action that requires better footing and there was some discussion about the need for “platform” vs appropriately designed footing (language seems to preclude catwalk log, for example).

Last change discussed on line 827

Will continue at Line 831

**NEW BUSINESS**

**NEXT MEETING**

1. Next scheduled meeting: July 6th, 2022, 12:00pm to 1:30 MDT
  - a. Verify members attendance in this meeting due to the presence of the holiday.
2. Items for the Agenda?

<b>ACTION ITEMS</b>		
<b>Who</b>	<b>What</b>	<b>When</b>
<i>John V</i>	<i>Review current file structure for efficiency and complexity and present findings at next meeting (Catalog)</i>	<i>Ongoing</i>

Meeting Adjourned: 1:43pm Mountain

Motion: To Adjourn.  
MADE by: Michael Lane

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