AGENDA Consensus Group Meeting

Meeting Logistics:
Zoom Meeting: Link provided in calendar invitation
Date / Time: August 3, 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)**
_x__ **Pete Sawyer Vendor (Vice-Chair)**
_x__ **Keith Jacobs, Vendor**
_x__ **Etienne Leblanc, Vendor**
___ **Dave Merrell, Vendor**
_x__ **Paul Chapman, User**
_x__ **Shawn Moriarty, User**
___ **Loui McCurley, User**

_x__ **Lynda Kelly, User**
___ **Mitchell McWilliams, User**
_x__ **Bill Weaver, General**
_x__ **Richard Bourlon, General**
_x__ **Curtis Britcher, General**
_x__ **Mike Lane, General**
_x__ **Sean Fisher, General**

Support Staff and Scheduled Guest:

_x__ **John Voegtlin** Secretary to the Consensus Group
_x__ **Connor James** Board of Directors Liaison
___ **Rich Klajnscek** Invited
_x__ **Kathy Haras** Invited
___ **Tony Draus** Invited
_x__ **Bill Zimmermann** 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: 12:05pm Mountain
Quorum Present: Y

Motion: To accept the Agenda as presented.
MADE by: Keith 2nd: Curtis

Discussion:
Meeting Management Tasks: Chat   Time Management   Screen Share: Pete
Opposed: Abstain:

1. Review and Approve Agenda of today's meeting

2. Approval of Minutes

Motion: To accept the 06-01-2022 minutes as presented.
MADE by: Shawn Moriarty 2nd: Keith Jacobs

Discussion:
Opposed: Abstain:

3. Administrative Update:

    a. Communications from ANSI:

4. Secretariat update:

    a. Discuss the Feb face to face meetings and who from the CG is planning to attend

        ▪ Will attend -

            ● Is planning to attend the conference also -

                o Lynda

                o Bill Weaver (tentative)

                o Pete

                o John L

            ● Is not planning to attend the conference -

                o Richard

                o Curtis

                o Paul (tentative)

                o Mike (tentative)

                o Sean

                o Etienne

- ▪ Will not attend -
  - ● Shawn
- ▪ May attend -

5. New communication about standards has been received through Standards Management email.
   a. None

6. Membership:
   - ▪ Acknowledge and review Loui's situation and attendance issue.
   - ▪ Welcome Bill Weaver as the new member in the General Category.

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. (Members: Keith J, Mike L, Loui M, Curtis B,, Mitch M).

9. Continuation of the discussion between CG members and submitters of potential draft standards submitted outside any formal public comment period announcement.
   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 CG members present in the meeting 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. In this process there is no requirement to resolve any disagreement with the submitters. If submitters are not available during scheduled meetings members will make their best effort to revise or change any draft as needed and communicate that to the Submitters. Submitters will have the ability to comment on any of the revised material during the public comment period along with the public.
      f. This information will be recorded in the Meeting Minutes.

2. Motions created from the Discussions (in June meeting):

- Review "ACCT_03-202X_Operating Systems DRAFT 2022.05.28" redrafting of the following items discussed in the June 1st meeting submitted by Rich Klajnscek and the Tire Committee as revision to E.1.1 listed above.
  - Review rewrite of E.2.3.4.2 requested during review
    - current wording defers to designer through E.2.3 amd E.2.3.1
  - Review clarification/necessity of E.2.5.1 and E.2.5.2
    - Jurisdictional definitions differ and some positioning systems do have some freefall
  - Review clarification/necessity on E.2.6.1 and E.2.6.2 - what authorities have jurisdiction on spotting?
    - decision to leave as is and hope for public comment
  - Review Clarification on E.2.7, including 2.7.1 and 2.7.2
    - Based on Rope Access standards
  - Review 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"

Motion: In Operating Standards draft
- 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"

MADE by: Lynda Kelly 2nd: Keith Jacobs

Discussion:
Opposed: Abstain:
Absent:

- Ballot acceptance of changes to the above drafts by members present.

Motion: Replace Section E in current draft submission with submission from Rich Klajnscek named ACCT_03-202X_Operating Systems DRAFT 20220528
MADE by: Lynda Kelly 2nd: Curtis Britcher

Discussion:
Opposed: Abstain:
Absent:

- Review the changes to 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).
  - Explanatory note to be added and/or definition of Platform to be included in Definitions

- Request to rewrite I.5.1 to linear format to match standard format

Reviewed Changes from Line 831 to Line 1727

Will Continue on Line 1728

NEW BUSINESS

NEXT MEETING

1. Next scheduled meeting: September 7th, 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 (Catalog)*	*Ongoing*

Meeting Adjourned:

Motion: To Adjourn.
MADE by: Paul Chapman

Draft Motions for copy/paste use during meeting

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.