



AGENDA Consensus Group Meeting

Meeting Logistics:

Zoom Meeting: Link provided in calendar invitation

Date / Time: September 7, 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 checked="" type="checkbox"/> Mitchell McWilliams, User
<input checked="" type="checkbox"/> Keith Jacobs, Vendor	<input checked="" type="checkbox"/> Bill Weaver, General
<input type="checkbox"/> Etienne Leblanc, Vendor	<input checked="" type="checkbox"/> Richard Bourlon, General
<input type="checkbox"/> Vacant - Vendor	<input checked="" type="checkbox"/> Curtis Britcher, General
<input checked="" type="checkbox"/> Paul Chapman, User	<input checked="" type="checkbox"/> Mike Lane, General
<input 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

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: 12:10pm Mountain
Quorum Present: Y

Motion: To accept the Agenda as presented.
MADE by: Bill Weaver 2nd: Lynda Kelly

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

1. Review and Approve Agenda of today's meeting
2. Approval of Minutes

Motion: To accept the 08-03-2022 minutes as presented.
MADE by: Keith Jacobs 2nd: Richard Bourlon

Discussion:
Opposed: Abstain:

3. Administrative Update:
 - a. Communications from ANSI:
4. Secretariat update:
 - a. Audit update
5. New communication about standards has been received through Standards Management email.
 - a. None
6. Membership:
 - Acceptance of Dave Merrell's resignation from the Vendor Category.
 - Discuss next steps in the filling of the open position in the Vendor Category.
 - The following past applicants have verified that they are still interested in serving on the Group:
 - o Robert Manson - Teufelberger Fiber Rope Corp.
 - o Morgan Wiseman - Adventure Experiences, Inc.
 - o Steve Gustafson - EBL Zip Lines

- Letters send with no response yet asking past applicants if they would like to continue to be considered:
 - o Thaddeus Shrader - Bonsai Designs
 - o Patrick Avery - American Adventure Park Systems
- Discussion around advertising the seat versus filling it quickly
 - Are we being consistent in our procedures in filling vacancies?
- Mitch McWilliams employment change
 - transferred positions to a different site under the same umbrella employer
 - group is in agreement that this move doesn't effect his User interest group
 - Roster will need to be updated

Motion: continue outreach to the materially affected public, reconnect with our existing applicants, and form a ballot with applicants at our next meeting

MADE by: Richard Bourlon 2nd: Lynda Kelly

Discussion:

Opposed: Abstain:

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: (Members: Keith J, Mike L, Loui M, Curtis B,, Mitch M).
 - a. Update on progress and schedule for the first draft to present to the Members.
 - There will be a meeting on Sep 27
 - major topics are still interest categories
 - "Associations" was specifically not allowed by ANSI
 - request was made to review membership section
 - including change of employment
 - Sean Fisher requests to participate in this group
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 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 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. Review Revisions requested during last meeting's Discussions:
 - Review the changes submitted by Kathy 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
 -
 - Grammatical: strike the word "in" before between in the first line of Platform definition
 - Review rewrite I.5.1 to linear format to match standard format submitted by Kathy.
 - Approved to replace the table
 - Ballot acceptance of changes to the above drafts by members present.

Will Continue on Line 1728

usual discussion about tables (spurred by Line 2177 A.3.1) - A rewrite to linear will be made

Completed review of Draft

Discussion of how much content to include - whether unchanged portions should remain.

