

Conference Call  
**Minutes**

**Accreditation Policy Committee – All Members**

Thursday, April 19, 2007

1:00 pm – 2:00 pm

Chair: *Christopher Mathis, MC Squared*

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- 1. Call to Order, voting and non voting member roll call**
  - a. Voting: Werner Lichtenberger, Marcia Falke
    - i. Absent: Chris Mathis, Bipin Shah, and John McFee
  - b. Non-voting: Mahabir Bhandari, and David Kehrli
    - i. Absent : Shelia Gore
  - c. Staff : Scott Hanlon
- 2. Review and approve agenda**
- 3. Approve January conference call minutes**
  - a. Minutes approved
- 4. Reports**
  - a. 2006 Thermal Laboratory inspection status
    - i. Staff is currently writing reports – NFRC Staff (Ray & Scott) are completing reports will be distributed to APC by May 11th.
  - b. 2006 Simulation Laboratory inspection status
    - i. Staff is currently writing report – NFRC Staff (Ray & Scott) are completing reports will be distributed to APC by May 11th.
  - c. 2005 Thermal Laboratory round robin report status
    - i. Ready to be published
  - d. 2005 Simulation Laboratory round robin status
    - i. Ready to be published
  - e. 2006 Thermal Laboratory round robin report status
    - i. Staff currently writing report – to be distributed to APC in May
  - f. 2006 Simulation Laboratory round robin status
    - i. Staff currently writing report – to be distributed to APC in May
- 5. Unfinished Business**
  - a. LAP update
    - i. Last call discussed language in regards to “Train the Trainers”. No work to be reported on.
  - b. Letter to CPC
    - i. Simplification process is now in the hands of the CPC and BOD TG.
  - c. Thermal checklist
    - i. The Test lab TG met on the 22<sup>nd</sup> of March. The checklist and many other items were discussed. The TG members are reviewing the items and will meet on the 8<sup>th</sup> of May to continue discussion.

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- d. Recognition of ISO thermal labs
  - i. Dave Kehrli provided the request...
- 6. New Business**
  - a. Summary of Optical Properties ILC – M. Rubin will present a summary and be available for discussion at the July Membership Meeting
  - b. 2007 ILC – ASTM requested a SP for precision and bias support of 1363
- 7. Executive Session-Voting Members only**
- 8. Adjourned at 2:08 PM**