



NFRC 2007 Spring Membership Meeting
July 23–26, 2007, Denver, CO

Minutes

Accreditation Policy Committee

Tuesday, July 24, 2007

Chair: *Chris Mathis, MC Squared*

Vice Chair: *Werner Lichtenberger, TruSeal Technologies, Inc.*

1. The chair called the meeting to order @ 8.30 am. The role was called and the following members were present: Voting member: Chris Mathis; Marcia Falke; Werner Lichtenberger; and Bipin Shah; Non-voting members: none present. Since this meeting is for reporting only no quorum was established.
2. The Chair appointed Ray McGowan (Staff) recording secretary
3. Reports
 - a. 2006 Simulation Lab Inspection status:
 - i. Staff is finished inspecting all labs and APC has reviewed the report. Staff will deliver the report to labs by the end of July.
 - b. 2006 Interlaboratory Simulation status
 - i. Staff is finishing this report and has been delayed due to a technical problem.
 - c. 2007 Simulation Lab Inspection status
 - i. Staff has inspected four labs this year and two more will be inspected before year end.
 - d. 2006 Test Lab Inspection status
 - i. Three labs left to inspect in 2007 and 08/09 schedules being determined now.
 - e. 2006 Interlaboratory Test Lab status
 - i. Preliminary results were presented and final results will be available in the fall. Preliminary results indicated good agreement among laboratories. Metering box losses were reported higher than required
 - f. 2007 Test Lab Inspection status
 - i. Three labs are scheduled to be inspected by the end of the year.
4. Unfinished Business
 - a. This committee continues to consider acceptance of independent accrediting agencies.
5. New Business
 - a. The chair reported the APC is seeking a new APC Member due to John McFee resignation from APC.
 - b. LAP Workshop Scheduled for September in Chicago. Staff is developing the final plans and will notify affected members and participants. The staff will include calibration discussions at the fall workshop.

- c. The chair discussed some laboratories having late or missing calibrations. The chair emphasized that APC will be diligent on enforcement of the required calibrations.
- 6. Meeting was adjourned at 8:53a.m.