



NFRC 2010 Fall Membership Meeting  
November 8-11, 2010, San Francisco, CA

## MINUTES

### Certification Policy Committee

Monday, November 8, 2010

*Under Policy Committee Block: 4:30 p.m. – 5:30 p.m.*

Chair: *Steve Johnson, Andersen Windows Corporation*

Vice Chair: *Brad Schultz, Associate Laboratories, Inc.*

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1. S. Johnson called the meeting to order at 5:15 PM.
2. Roll call was taken and established a quorum.
3. Stacy Germann (NFRC Staff) appointed recording secretary.
4. Review agenda was approved as presented.
5. Staff Reports
  - a. Inspection Status
    - i. Online inspections
      1. Authorization to perform online
      2. Staff and CPC to monitor 2010 inspections. Process is to be reviewed and benefits to be weighed at year end.
    - ii. Depending approval
      1. Modify NFRC 702 (CAP)
      2. Online every other year
    - iii. 2010 Inspections
      1. Three inspections completed
        - a. Two face-to-face
        - b. One via online
        - c. Three in-plant inspections
        - d. Staff writing reports – preliminary results are good
      2. One more inspection online in December
    - iv. 2011 Inspections
      1. Inspections to be scheduled
  - b. Inspection Agency Workshop
    - i. 2010 IA Workshops
      1. A workshop has been held after each membership meeting
      2. Next: Wednesday, December 1, 2010 at 1PM
    - ii. 2011 IA Workshops



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1. Face-to-face prior to Spring Meeting
2. Summer and Fall online
- c. NFRC Document
  - i. New IA Ops Manual was completed by staff and sent to BOD for approval
    1. The modifications included several IA "PCP" operations
- d. New Staff Member
  - i. Congratulations to Sherri Wendt on the birth of her son Clark James Wendt on September 30, 2010 at 4:58 AM.
6. New Business
  - a. None
7. The meeting was adjourned at 5:21 PM