

Minutes
NCWM Associate Member Committee
July 12, 2010
St. Paul, Minnesota

CALL TO ORDER

Chairman Paul Lewis called the meeting to order at 6:00 p.m.

MINUTES

A copy of the January 2010 meeting minutes was distributed. These minutes were reviewed and a motion was made by Steve Grabski and seconded by Paul Hoar to approve the minutes as written. With no further discussion the minutes were approved.

FINANCIAL CONDITION

A copy of the financial report was distributed. Chairman Lewis reviewed the deposit / disbursements and reported a current balance of \$6,952.68 as of July 9, 2010. Robert Murnane made a motion to except the Financial Reports; the motion was seconded by Pete O'Bryan. With no other discussion the Financial Report was accepted.

BOARD OF DIRECTORS REPORT

Robert Murnane, the Associate Membership Representative on the NCWM Board of Directors gave a report concerning BOD activities:

- VCAP – it was reported that load cell manufacturers are slightly behind schedule on their implementation plans and third party audits. While this is something they will continue to watch, the Board members do not believe this is a problem at this time.
- The Board members commented that the progress of the Professional Development Committee has been very good and they believe the committee has a great package to offer the NCWM Members.
- The NCWM is considering increasing the use of sub-committees and workgroups to assist in the work of the standing committees.

Robert mentioned that additional information on the activities of the Board of Director can be found in the final conference report.

PROFESSIONAL DEVELOPMENT REPORT

Steven Grabski, the Associate Membership Representative on the PDC gave a report about the Committees activities.

- The beta testing of the national training program test has been completed
- Review of the results indicated that a change to the pass/fail level may need to be adjusted lower then current. This conclusion was based on several factors learned during the review process. This will be discussed in more detail during the opening committee meeting on Tuesday.

Mr. Grabski encouraged everyone to attend the PDC opening hearing to learn more about the progress the committee has made.

LAWS & REGULATIONS REPORT

During to conflicting committee meeting times Rob Underwood, the Associate Membership Representative was not able to provide his report. on L&R activities.

AMC FUND DISBURSEMENT REPORT

Chairman Lewis reported on the disbursement

- The committee received letters from the AWMA, CWMA and NEWMA thanking the AMC for the \$2000 donation to their individual training funds. (It must be noted that the WWMA has not met since receiving the funds.)
- Ohio requested \$1000 for the expenses associated for a NIST Trainer and printer material. There were several question related to this request that could not be answered during the meeting. Robert Murnane agreed to talk to NIST and Ohio; the answers would be distributed to the committee members and if appropriate, an email ballot would be included.

FILLING VACANT POSITIONS

Associate Membership Committee nominees – 5 year term

- Christopher Guay – Procter and Gamble
- Rob Underwood - Petroleum Marketers
- Tom McGee – PMP Corporation
- Paul Hoar - Agri Fuels, LLC / NBB will complete the remaining 2 years of the term of Doug Biette

See the updated AMC Members and Officers list, located at the end of this document, for a complete mist of AMC members.

CURRENT STANDING COMMITTEE REPRESENTATIVES

- Rob Underwood - Petroleum Marketers; represents the AMC on the Professional Development Committee. Expires 07/2013.
- Steven Grabski – Wal-Mart; represents the AMC on the Laws & Regulations Committee. Expires 07/2013.

Robert Murnane will work with the NCWM Staff to update the AMC Membership Committee information in the conference report.

OLD BUSINESS

Changes to the Bylaws and Guidelines for Selection & Approval of Training Funds documents were reviewed. Robert Murnane made a motion to except these changes; the motion was seconded by Stephen Langford. With no other discussion Chairman Lewis called for a voice vote. A unanimous support was heard and the changes were approved.

NEW BUSINESS

Paul Hoar introduced the idea that AMC members should contribute training documents and test forms to expand the current list. It was agreed that this was a good idea and it was stated that the NCWM would accept documents from all members. It was also stated that the NCWM will add a disclaimer to the information before publishing.

Chairman Lewis proposed expanding the current AMC Policy regarding the use of AMC funds associated with Train-the-Trainer expenses but only reimburse the state after the Train-the-

Trainer had conducted at least one class in his or her jurisdiction. Several individuals voiced concerns regarding this proposed change. The concerns were that the Train-the-Trainer program has no requirements related to the selected individuals abilities and that jurisdictions may not have the funds available for the initial expense. Chairman Lewis agreed and closed the discussion.

Two additional suggestions were presented that the membership felt was worth additional discussion at the January AMC meeting. These suggestions were:

- Tom McGee suggested the members consider funding the cost of a trainer to conduct a training session at the regional level.
- Paul Hoar suggested creating a list of Subject Matter Experts in identified areas that the Standing Committees could call on for assistance in agenda matters. The list could include both NCWM members and non-members.

There was also a brief discussion regarding putting unused AMC funds into a CD. This was not supported by most members because of low interest rate and the loss of available access to support a request.

The Associate Membership Committee would like to thank Mr. Murnane for representing the associate members on the Board of Directors the last three years. In addition, the associate members would like to congratulate Gordon Johnson on his nomination and acceptance on his three year team on the Board replacing Mr. Murnane.

The Associate Membership Committee would also like to thank Mr. Lewis for his leadership as Chairman for the last two years and welcome Mr. Guay as the new Vice Chairman.

ADJOURNMENT

With no further new business Chairman Lewis adjourned the meeting at 6:48 p.m.

Respectfully submitted,
Darrell Flocken, Secretary, AMC

AMC Members and Officers Effective 07/13/2010:

Chair: Bob Murnane
Vice Chair: Chris Quay
Sect/Treas: Darrell Flocken

MEMBERS

Kathleen Madaras: 2011
Paul Hoar: 2012
Darrell Flocken: 2013
Michael Gaspers: 2013
Paul Lewis: 2014
Robert Murnane: 2014
Chris Guay: 2015
Rob Underwood: 2015
Steven Grabski: 2015
Tom McGee: 2015

The following individuals were in attendance:

Darrell Flocken - Mettler Toledo
Steven Grabski - Wal-Mart
Paul Hoar - Agri Fuels, LLC / NBB
Stephen Langford - Cardinal Scale Manufacturing Co
Paul Lewis - Rice Lake Weighing Systems
Pete O'Bryan - Foster Farms
Robert Murnane - Seraphin Test Measure
Rob Underwood - Petroleum Marketers
Rebecca Richardson - MARC IV Consulting
Gordon Johnson – Gilbarco, Inc.
Michael Pinagel – Wal-Mart
Chad Brown – Wal-Mart
Marc Buttler – Emerson
Ann Hines – ARK Oil Marketers
Russell Langston – Ozark Meter
Lisa Wedding – Better Seafood Board
Bob Reinfried – SMA
Louis Straub – Fairbanks Scales
Jim Hewston – Scale Source
Henry Oppermann – W&M Consulting
Richard Suiter – R. Suiter Consulting
Sam Jalahej – TOTALComp, Inc.
Curt Williams – CPWilliams Energy Consulting
Emily LeRoy – TN Fuel & Convenience Store Association
Dan Peterson – Yokawa Corp. of Ameerica
Tom McGee – PMP Corporation
Dick Shipman - Rice Lake Weighing Systems
Kevin Fruechte – Avery Weigh-Tronix