Agenda of the Board of Directors/NTEP Committee

Ross J. Andersen
Director, New York Bureau of Weights & Measures

Introduction

The Board will hold their quarterly Board of Directors meeting on Saturday, January 11, 2003 and continue that meeting during work periods during the remainder of the Interim Meetings. Except when posted, all meetings are open to the membership. The Board of Directors and NTEP Committees will hold open hearings at the Interim Meeting and members will be invited to dialogue with the Board on issues that the Board and the NTEP Committee have on their agenda. The Board of Directors is currently working on four mega issues: Conformity Assessment, NCWM Organizational Structure, the National Training Program, and OIML.

Monday, January 13

8:30 a.m. – 5:00 p.m.

During the Board of Directors/NTEP Committee's Open Hearing, the membership is invited to dialogue with the Board on the following mega issues by providing feedback on the following questions concerning each mega issue:

1. What do we know about our stakeholders' needs, wants and preferences that is relevant to this decision?
2. What do we know about the current realities and evolving dynamics of our organization's environment that is relevant to this decision? *
3. What do we know about the "capacity" and "strategic position" of our organization that is relevant to this decision?*
4. What are the ethical implications of our choices?
5. What do we wish we knew but don't?

1. **Conformity Assessment**
   The Board received the report of the Conformity Assessment Workgroup at the most recent Annual Meeting in July. That presentation was repeated at that meeting for all interested parties. The Board has also published articles in the NCWM Fall 2002 Newsletter explaining some of the issues involved, and summarizing the workgroup proposal. The Board will be addressing this item at its Fall Meeting in late October. Conformity Assessment can incorporate many elements from quality system audits to stronger initial verification programs. It may have to focus on devices subject to influence factors, but it can't ignore other types of devices. It's impact will be felt not only the manufacturers but also by the service people and by our state and local inspection programs.

2. **NCWM Organizational Structure**
   The Board of Directors is evaluating the current Standing Committee structure. Historically, the work of the Conference has been tied to the Interim and Annual meetings. However, with the increased use of technology, the NCWM has the opportunity for smaller work groups to continue the work throughout the year. This model would enable the Conference to move forward on the implementation of the NCWM Strategic Plan in a more timely manner. The Board will be evaluating which committees should be Standing Committees, which committees should be task forces working on smaller time-limited projects, and which committees should be ongoing workgroups, etc. Some of these changes could require by-laws amendments.

3. **National Training Program Curriculum**
   The Board has goals to improve the National Training Program (NTP) as part of the NCWM strategic plan. The current training courses are not meeting the needs of our members and our need for training grows as the complexity of our work grows. The NCWM Chairman is proposing action to develop a broad-based training outline for future development of the NTP curriculum. The proposal will build on

work already in progress in the A&P Committee and will include efforts to restructure the curriculum in smaller units that cross disciplines rather than directing curriculum toward a single activity. This restructuring could facilitate the use of electronic formats like interactive CD's and the internet for some topics. It could also eliminate redundancies to reduce costs for future curriculum development and course delivery. See appendix for more information.

4.   OIML

The Board has identified the need for NCWM to be more active in OIML activities in the Strategic Plan. The Standing Committees already consider OIML standards whenever updating current requirements. Work is underway to identify some of the conflicts between HB44 and OIML recommendations and this will continue. Is the OIML issue just a public relations problem? Certainly the large number of foreign manufacturers that sell devices and products in the US marketplace is evidence that we have worked effectively to reduce technical trade barriers. What more do we need to do? Should the US harmonize its requirements with OIML? If so, what do you change? Is OIML directed primarily toward type evaluation and could the NCWM incorporate OIML Standards in Publication 14 without having to change HB 44? When we do not agree with an OIML requirement, how can the NCWM best influence the work of OIML committees?

Tuesday, January 14

8:30 a.m. – 12:00 noon

Board of Directors/NTEP Committee Open Hearing

During this portion of the Board of Directors/NTEP Committee's open hearings, the Board invites the membership to an open forum where members can ask questions and provide feedback to the Board.

1:00 p.m. – 5:00 p.m.

Working session.

R. Andersen, New York, Chairman

L. Straub, Maryland, Chairman of the NTEP Committee
D. Ehrhart, Arizona, Chairman-Elect
T. Geiler, Barnstable, Massachusetts, Treasurer
R. McGrath, Boston, Massachusetts
D. Onweiler, Nebraska
M. Gray, Florida
M. Cleary, California
M. Pinagel, Michigan
D. Frieders, California
D. Quinn, Fairbanks Scales

Executive Secretary: H. Oppermann (NIST)

Advisors:
B. Palys, Executive Director, NCWM Headquarters
G. Vinet, Canada

Board of Directors