

## Report of the Board of Directors (BOD)

Mr. Stephen Benjamin, Chairman  
North Carolina

### 100 INTRODUCTION

This is the report of the Board of Directors (hereinafter referred to as the “Board”) for the 98<sup>th</sup> Annual Meeting of the National Conference on Weights and Measures (NCWM). This report is based on the Interim Report offered in the NCWM Publication 16, testimony heard at public hearings, comments received from the regional weights and measures associations and other parties, the addendum sheets issued at the Annual Meeting, and actions taken by the membership at the voting session of the Annual Meeting. The Informational items presented below were adopted as presented when the Committee’s report was approved.

Table A identifies the agenda and appendix items. Agenda items are identified in the Report by Reference Key Number, Item Title, and Page Number. Item numbers are those assigned in the Interim Meeting agenda. A Voting item is indicated with a “**V**” after the item number. An item marked with an “**T**” after the reference key number is an Informational item. An item marked with a “**D**” after the reference key number is a Developing item. The developing designation indicates an item has merit; however, the item was returned to the submitter for further development before any action can be taken at the national level. An agenda “Item Under Consideration” is a statement of proposal and not necessarily a recommendation of the BOD. Suggested revisions are shown in **bold** face print by ~~striking out~~ information to be deleted and underlining information to be added. Table B lists the results of any Voting Items.

**Note:** It is the policy to use metric units of measurement in publications; however, recommendations received by NCWM technical committees and regional weights and measures associations have been printed in this publication as submitted. Therefore, the report may contain references to inch-pound units.

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#### Subject Series List

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**Table A  
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- B — Item 110-5: Associate Membership Committee (AMC) Agenda and Draft Meeting Minutes..... B1

**Table B  
Voting Results**

<i>Reference Key Number</i>	<i>House of State Representatives</i>		<i>House of Delegates</i>		<i>Results</i>
	<i>Yeas</i>	<i>Nays</i>	<i>Yeas</i>	<i>Nays</i>	
120-4	Unanimous Voice Vote of all Membership				Adopted

**Table C**  
**Glossary of Acronyms and Terms**

<b>Acronym</b>	<b>Term</b>	<b>Acronym</b>	<b>Term</b>
AMC	Associate Membership Committee	NIST	National Institute of Standards and Technology
CTT	Conformity to Type	NTEP	National Type Evaluation Program
ISWM	International Society of Weighing and Measuring	OIML	International Organization of Legal Metrology
MAA	Mutual Acceptance Arrangement	OWM	Office of Weights and Measures
L&R	Laws and Regulations Committee	PDC	Professional Development Committee
NCWM	National Conference on Weights and Measures	VCAP	Verified Conformity Assessment Program

**Details of All Items**  
*(In order by Reference Key)*

## 110 ACTIVITY REPORTS

### 110-1 I Membership and Meeting Attendance

Membership levels remain fairly steady, not yet rebounding to levels experienced before the decline in the economy and organizational budgets.

NEWMA members support continued outreach to other organizations such as the presentation Mr. Jim Truex provided to International Society of Weighing and Measuring (ISWM) this year. Associate Membership Committee (AMC) members are in a position to draw in more members from other industries, too. A member commented that the NCWM Board should be more aggressive to get new members. There was concern for maintaining a quorum at the Annual Meeting during continued economic stress. Special deals or professional recruitment may make sense to get more members to attend Annual and Interim Meetings. NEWMA supports the development of a toolkit to help jurisdictions garner legislative support and avoid privatization of weights and measures programs (see Item 110-5). The Professional Certification Program should get more people involved and that may increase membership.

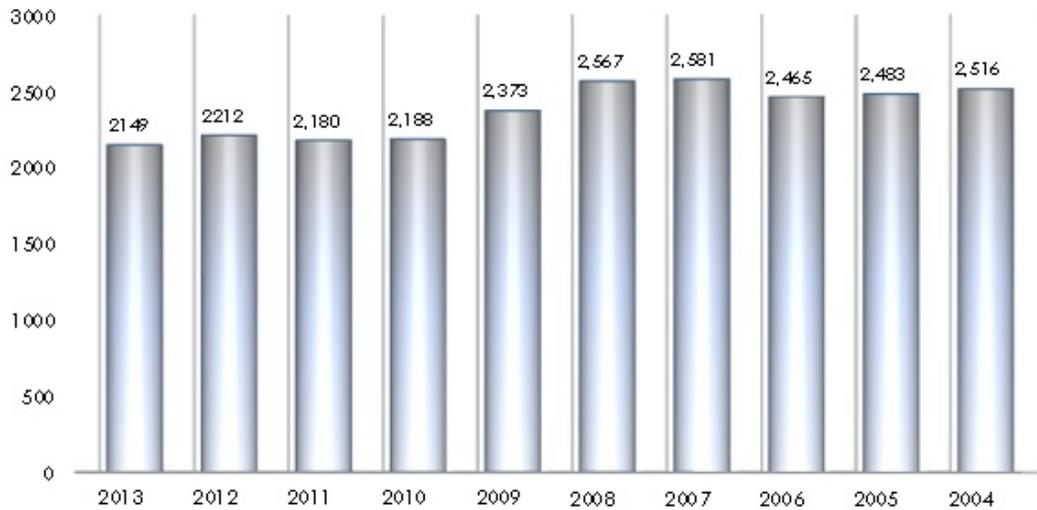
The Board recognized that the pool of potential members, especially regulatory officials, has significantly decreased as a result of downsized or eliminated programs resulting from budget cuts. The Board does believe that membership levels will significantly increase once the Professional Certification Program is fully developed and can be referenced for registered service agencies and inspector pay grades. The price structure for the exams is set to heavily favor membership as an alternative to paying non-member exam fees.

The following is a comparison of NCWM membership levels for the past ten years.

**Membership Levels for the Past 10 Years**

<b>Member Type:</b>		<b>6/12</b>	<b>6/11</b>	<b>6/10</b>	<b>6/09</b>	<b>6/08</b>	<b>6/07</b>	<b>6/06</b>	<b>6/05</b>	<b>6/04</b>
Associate	818	842	813	814	822	848	863	837	828	837
Foreign Associate	50	58	62	53	53	56	53	61	41	42
<b>Total Associate</b>										
NIST	16	16	16	12	14	15	14	12	9	18
Other Federal	10	11	11	12	10	9	9	13	12	18
State	558	589	567	565	696	831	825	812	847	828
Local	486	487	495	524	558	554	565	492	490	527
Foreign Government	13	14	14	12	24	22	31	23	31	21
<b>Total Government</b>										
<b>Retired</b>	198	195	202	196	196	232	221	215	225	225
<b>Grand Total</b>	<b>2149</b>	<b>2212</b>	<b>2180</b>	<b>2188</b>	<b>2,373</b>	<b>2,567</b>	<b>2,581</b>	<b>2,465</b>	<b>2,483</b>	<b>2,516</b>

**Annual Membership Totals**



The attendance for the 2012 and 2013 Interim Meetings in New Orleans, Louisiana, and Charleston, South Carolina, respectively was very strong. Attendance also improved for the 97<sup>th</sup> Annual Meeting, in Portland, Maine, and those levels were maintained very closely for the 98<sup>th</sup> Annual Meeting in Louisville, Kentucky. Participation has been

very good for the Sunday afternoon special work sessions of Subcommittees and Task Groups. These sessions benefit the standards development process, and add value for stakeholders who attend Interim and Annual Meetings. See Item 110-3 for information on future meetings.

## **110-2 I NCWM Newsletter and Website**

### **Newsletter:**

The Board continuously considers ways to monitor and improve the content of the newsletter and website. Members are encouraged to bring ideas and articles forward for inclusion in newsletters. Of particular interest are articles that would be pertinent to field inspectors and the service industry.

### **Website Improvements:**

At the 2012 Annual Meeting, the Board of Directors approved a number of enhancements to the website. Some of these new features include:

- Add a mobile-friendly version for popular features including the NTEP database search;
- Add the option of instant PDF download for NCWM Publication 14 sales;
- Add the ability to apply online for NTEP certification;
- Improve the shopping cart experience; and
- Full website integration with the Professional Certification Program testing site for an automated customer experience.

The new website was functional in May 2013.

NEWMA voted to invest \$1,500 to add online meeting registration and dues payments to their website as part of the project scope for NCWM's new website. That project is complete and now all four regional associations have ecommerce using NCWM's merchant services account for credit card processing.

Many members have expressed appreciation for the mobile-friendly version for searching and downloading NTEP Certificates of Conformance in the field via smart phones etc., noting that field officials probably visit that area of the website more often than any other. There was a suggestion that the website include a list of duties for each staff person and provide a welcome and introduction to new staff persons.

A member asked that all of the safety articles from past newsletters be posted in one location on the website for easier access to download. This request has been implemented and the articles may be accessed at: [www.ncwm.net/resource/safety/articles](http://www.ncwm.net/resource/safety/articles).

Comments and suggestions for improvements to the newsletter and website should be directed to NCWM at (402) 434-4880 or [info@ncwm.net](mailto:info@ncwm.net).

### **Online Position Forum:**

The purpose of the Online Position Forum is to help members prepare for the deliberations and voting at the Annual Meeting in July by having a better idea of positions others may have.

Activity on the site increased somewhat in the second year for the Online Position Forum, but it remains light. The Board believes that participation will increase in time as members become more comfortable with it and as committee agenda items generate interest. Improvements were made following the first experience in 2011 so that comments are more easily viewed.

The Online Position Forum is not a voting system. Comments and positions entered there are not binding. It is simply a method to present positions, opinions, and supporting documents. All active, associate, and advisory members have the opportunity to login, view committee agenda items, enter positions and comments, and even upload supporting .pdf documents for each agenda item of standing committees or the Board.

NCWM notifies members when the forum is ready for them to enter their comments each spring. The comment period will end on May 31. The options for each agenda item are:

- Support;
- Support with Comments;
- Oppose with Comments;
- Neutral; or
- Neutral with Comments.

Beginning in 2014, the Forum will be reconfigured so that members can view the comments and positions that others have submitted prior to submitting their own. However, the site is not a blog. Once a member submits positions, that member cannot submit more positions.

NEWMA supports continuing the Online Position Forum and remains hopeful that more members will participate in the future.

**Social Networking:**

Over the past year, NCWM has posted many news articles and other items of interest to the weights and measures community on the social networks. This has increased interest in the social network accounts with LinkedIn, Facebook, and Twitter. These accounts were formed to improve NCWM's outreach and raise awareness of our organization. By opening these accounts, NCWM is now more visible in internet search engines and will be more identifiable to tech-savvy stakeholders. They will find links to weights and measures related news stories and they will be kept informed throughout the Interim and Annual Meetings of special announcements including any changes in schedule. Members who participate in these social networks are encouraged to follow NCWM as a means of creating even more exposure with their friends and colleagues.

Compliments were offered to NCWM for posting links to pertinent news pieces related to weights and measures on the NCWM Facebook, LinkedIn, and Twitter accounts and to NIST for posting them to the Directors e-mail listserv.

**Professional Certification Program:**

Individuals may submit requests for NCWM Professional Certification Exams at [www.ncwm.net](http://www.ncwm.net). Exams are free for members and \$75 for non-members. The NCWM website is now fully integrated with the online testing service. As orders are received, the applicant receives an automated e-mail with credentials and instructions for accessing the exam. An applicant who does not pass the exam in the first attempt may have one retake. After that, it will be necessary to reapply.

NEWMA noted that the Professional Certification Program is a tremendous opportunity for training and education. Members are looking forward to additional exams.

Certification is now available in three areas, including:

- Retail Motor Fuel Dispensing Systems;
- Package Checking Basic; and
- Small Capacity Weighing Systems Class III.

See the Professional Development Committee Report for information on additional exams under development.

**110-3 I Meetings Update**

**Interim Meetings:**

- January 19 - 22, 2014 Hotel Albuquerque, Albuquerque, New Mexico
- January 18 - 21, 2015 Hilton Daytona Beach, Daytona Beach, Florida
- January 2016 Hotel to be selected in San Diego or Orange County, California

**Annual Meetings:**

- July 13 - 17, 2014                      The Westin Book Cadillac Hotel, Detroit, Michigan
- July 19 - 23, 2015                      Sheraton Society Hill Hotel, Philadelphia, Pennsylvania

NCWM strives to plan meetings in locations that offer comfortable rooms and a variety of entertainment and dining options close by. The following is a brief description of future planned events.

The 2014 Annual Meeting will be held at the Westin Book Cadillac Hotel in downtown Detroit, Michigan. This Italian Renaissance-style hotel is in the National Register of Historic Places. There are restaurants in the area to assure attendees of evening enjoyment.

The Board has selected Philadelphia, Pennsylvania, for the 100<sup>th</sup> NCWM Annual Meeting in 2015. The Sheraton Society Hill Hotel provides easy access to the rich history and evening food and entertainment.

The top three cities for the 2016 Interim Meeting were ranked in order of preference by the Board with San Diego, California; first, Orange County/Los Angeles, California, area; second, and Phoenix, Arizona; third. If there is enough competition in San Diego to secure desired rates, NCWM will limit site visits to that city.

**100<sup>th</sup> NCWM Annual Meeting:**

The Board hopes to make the 2015 Annual Meeting a very special event and one that you won't want to miss. In addition to addressing the business of the organization, NCWM will be celebrating its 100<sup>th</sup> Annual Meeting; 110 years after our first meeting in 1905. A small work group is developing plans for the 100<sup>th</sup> NCWM Annual Meeting in 2015. Originally, the Board looked at Washington, DC, Boston, Massachusetts, and Philadelphia, Pennsylvania, because of their historic significance. At NEWMA's request, proposals were also requested from Baltimore, Maryland. The final decision was the Sheraton Society Hill in Philadelphia. The Work Group will consider special events to commemorate and bring excitement to the occasion. Suggestions may be forwarded to Ms. Elisa Robertson, NCWM Office Manager, at (402) 434-4872 or [elisa.robertson@ncwm.net](mailto:elisa.robertson@ncwm.net).

**110-4 I Participation in International Standard Setting****Conformity to Type**

International Organization of Legal Metrology (OIML) is considering development of a Conformity to Type (CTT) program. An OIML Seminar on CTT was held in June 2011 in Utrecht, The Netherlands. NCWM was invited to share its experience with the NTEP Conformity Assessment Program and in particular, the Verified Conformity Assessment Program (VCAP). The presentation was given by Mr. Onwiler, NCWM Executive Director. NCWM is hopeful that the VCAP Audit Reports can also satisfy the needs of the OIML CTT at a significant savings to certificate holders. Mr. Flocken, Mettler-Toledo, LLC, made a presentation with perspectives from the manufacturing industry. Dr. Ehrlich, National Institute of Standards Technology (NIST), Office of Weights and Measures (OWM), was in attendance and participated in the discussions. An OIML subcommittee has been formed to research and make recommendations on the development of an OIML CTT program.

**Mutual Acceptance Arrangement (MAA)**

Mr. Truex, NTEP Administrator, attended the Committee on Participant Review in Germany in 2011. Resolutions were developed at that meeting for the amendment of B10, the certificate system under the MAA. The spirit of the resolutions was to allow utilizing authorities to voluntarily accept manufacturer test data under the MAA. The resolutions were adopted in 2012. (See the NTEP Committee Interim Meeting Report for more detail and Board of Director's Report, Appendix A.)

Dr. Ehrlich, NIST, OWM, gave a report of OIML activities at the 2013 NCWM Interim Meeting. Mr. Ralph Richter gave a report of the OIML activities at the 2013 NCWM Annual Meeting in Louisville, Kentucky. This report is included as an Appendix A to the Report of the Board of Directors

## **110-5 I Associate Membership Committee (AMC) Activity**

The Associate Membership Committee is organized in accordance with the Bylaws of the National Conference on Weights and Measures, Inc. In addition, AMC operates by its own Bylaws which are available on the Committee pages of [www.ncwm.net](http://www.ncwm.net). AMC meets at least two times per year in conjunction with NCWM Interim and Annual Meetings. It consists of between 5 and 10 members who, amongst themselves, elect officers to serve as Chairman, Vice Chairman, and Secretary/Treasurer. AMC has established a reputation of promoting and improving NCWM and has demonstrated its desire to improve understanding of weights and measures activities in public and private sectors.

The membership dues for Associate members (\$90) are higher than that for Active or Advisory members (\$75). The extra \$15 is not for NCWM, but rather is placed in a separate account referred to as the AMC Training Fund. AMC receives applications and awards training scholarships in accordance with their "Guidelines for Selection and Approval of Training Funds" that are posted on the Committee's portion of [www.ncwm.net](http://www.ncwm.net). Downloadable scholarship applications and reimbursement forms are also available there or applications may be made online.

AMC training fund selection criteria are as follows:

1. Training fund request forms that are complete, specific, and detailed will receive priority attention for approval. Based on the degree of missing or ambiguous information provided, individual requests may not be given any consideration during the AMC review process.
2. Training requests that benefit higher numbers of participants are generally preferred over those for fewer or single-person benefit. Multi-state training that encourages uniformity will also be given priority consideration.
3. In general, attending meetings will not be considered training, especially requests for travel expense or attendance fees for NCWM Annual, Interim, or Regional meetings.
4. As a lower priority, requests for the purchase of training materials will be considered, but requests for purchase of assets (such as LCD projectors) will not.
5. Reasonable funding for travel and expenses will be considered if it is necessary to acquire an "expert trainer" that would benefit a high number of weights and measures officials. This will be an option when qualified volunteers are not available.

Members of AMC have become concerned that the funds are underutilized in recent years. Regulatory agencies are encouraged to make use of these funds to improve training opportunities and the expertise of inspection personnel.

AMC members are also looking for new, perhaps innovative ways to play a more effective role in the NCWM structure in an effort to further improve the organization. Some new initiatives that AMC is discussing include:

- **Promotional Tool-Kit:** AMC has offered funds to assist NCWM in creating a "tool kit" that weights and measures administrators could use to improve awareness and support through adequate funding of their programs. This tool kit could consist of many elements for targeting media, consumers, government administrators, and legislators. AMC has proposed a work group to pursue this project.
- **Tradeshaw Seminars:** AMC is interested in organizing training or awareness seminars at industry type tradeshaws with the idea of reaching out to the smaller industry groups that are impacted by the work of NCWM. This effort would be good for the smaller industries as well as providing possible increase in NCWM membership and participation.

AMC meetings are open to all registered NCWM meeting attendees. All Associate Members are encouraged to attend these meetings, become familiar with the Committee, and offer ideas for how it can further pursue its objectives. (See Appendix B of the Board report for the AMC Meeting Minutes.)

The NEWMA Board of Directors has expressed appreciation specifically for the support that the AMC has provided through training funds, and they look forward to the development of the Promotional Toolkit.

## **120 STRATEGIC PLANNING, POLICIES, AND BYLAWS**

### **120-1 I Strategic Planning**

The Executive Director presents a strategic plan progress report each year at the fall Board meeting. The Board conducts a strategic planning session in January at its quarterly meeting just prior to the Interim meeting. The Board made several updates and changes to the Strategic Plan in January 2013. Members are able to review the Strategic Plan at online at [www.ncwm.net](http://www.ncwm.net). NEWMA has pledged assistance for NCWM to achieve its goals. The Board welcomes member input.

Five NCWM Strategic Plan Goals:

1. Enhance NCWM as a national and international resource for measurement standards development.
2. Expand the role of NCWM as a resource for state and local weights and measures programs.
3. Promote uniform training for individuals involved in weights and measures.
4. Continue to improve NTEP.
5. Preserve the financial stability of NCWM.

#### **NCWM as a National and International Resource:**

Strategy 1: This goal was initially to implement the Online Position Forum. That was completed in 2011 and the strategy is now to make improvements to the program and promote increased use of it by our membership. Several ideas have been implemented to generate interest. Additionally, guidance has been developed to assist committees in how to preview and use comments in a consistent manner.

The following new strategies were added to this goal:

Strategy 2: Identify, communicate and collaborate with other regulatory, industry, and standards development organizations, foreign and domestic, to strengthen awareness of NCWM and draw on mutual resources toward mutual goals.

Strategy 3: Increase consumer group participation in NCWM through outreach efforts.

#### **Expand the Role of NCWM as a Resource to Officials:**

Initially, a strategy under this goal was to conduct annual surveys of the states to gather specific information for benchmarking purposes. In 2013, the strategy was modified to provide flexibility on the frequency and subject matter for surveys.

Many programs are experiencing severe budget cuts that are diminishing their effectiveness. The AMC has expressed interest in assisting with the development of a “tool kit” that can be used by program administrators to generate awareness and support for their programs. This toolkit will contain materials including data supporting a regulatory presence, industry contacts that can be called upon to explain the necessity of a regulatory presence to ensure a level playing field for businesses and consumer protection, and a short video production.

#### **Promote Uniform Training:**

The Professional Certification Program is a top priority under this goal. Two new exams were added in 2012 and several more are in development. Mr. Ross Andersen continues to serve as Certification Exam Coordinator working with the PDC and subject matter experts. The Board believes this arrangement will greatly assist the PDC in developing a full line of certification exams.

Some states are expressing interest in using the Professional Certification Program as a prerequisite to registering/licensing service agents. There is discussion that the exams may be more difficult for service agents who have not received the level of Handbooks 44 (*Specifications, Tolerances, and Other Technical Requirements for*

*Weighing and Measuring Devices*), 130 (*Uniform Laws and Regulations in the Areas of Legal Metrology and Engine Fuel Quality*), and 133 (*Checking the Net Content of Packaged Goods*) training that regulatory officials receive. If the exams are too difficult, it could provide a costly delay to service agencies that are trying to establish employees as qualified to work independently and with the privileges of being registered or licensed. The counter argument would be that the Professional Certification Program should elevate concerns over the quality of service agents as well as regulatory officials. See more discussion on this in the PDC report.

Several amendments were made to the various strategies in this goal and a new strategy was added to create a national directory of weights and measures officials at all levels of government. NCWM will need to determine an effective method to compile the information.

**Continue to Improve NTEP:**

NCWM surveyed regulatory officials this past year to determine how they access NTEP Certificates of Conformance in the field. This will be used as a benchmark. As technology advances, NCWM will have a better understanding for how it can make Certificates of Conformance more accessible. In 2013, NCWM will offer a mobile friendly version of the website which will benefit those who access the NTEP database with their smart phones.

A strategy of high priority under this goal is to maintain viable support for NTEP laboratories. Mr. Truex, NTEP Administrator, monitors the number of full-time equivalents associated with the authorized laboratories and tracks evaluation time and backlog statistics to ensure that NTEP evaluations can be completed in a timely manner. He reports these statistics quarterly to the NTEP Committee and Board of Directors.

NCWM has a contingency plan in place to ensure evaluation services are maintained for NTEP applicants in the event that insufficient services were available under the current authorized laboratory system. The Board is monitoring its available resources toward that end in hopes that NCWM will eventually be in a position to implement the worst-case scenario, should the need arise. Another strategy toward this goal is the continued development of the Verified Conformity Assessment Program which has already successfully addressed load cells and has moved on to the next device-type category. (See the NTEP Committee Report for more details.)

**Preserve Financial Stability:**

This goal was originally to “ensure” financial stability. Financial reports of the past several years indicate that NCWM is financially stable barring any unexpected circumstances. However, NCWM must recognize that it does not have sufficient reserves at this time to fully implement the NTEP contingency plan that was developed to ensure continued evaluation services if the authorized state laboratories fell victim to budget cuts. The Board has studied NCWM’s needs for reserves for NTEP and other potential exposures. This is being balanced with continued efforts to improve services in support of customers and membership. NCWM finances are reviewed annually.

**120-2 I Regional Support**

**Meeting Documents on Regional Websites:**

In the fall of 2011, NCWM made efforts to be the clearinghouse for all new proposals being submitted to the regional associations. Since then, staff has been looking for ways to further streamline the process while improving documents, reports, and communication. NCWM provides the regional committees with a report template that contains all of the regions carryover items and new proposals. The templates are improved each year based on feedback and efforts to streamline the reporting process for everyone.

The report templates in 2013 have been modified based on extensive discussions at the 2012 Committee Orientation sessions. Regional committees should find them to be less confusing for presenting the discussions, recommendations, and regional decisions. NEWMA committee chairs expressed that the process is now much easier to work with and also members have a clearer understanding of the issues. Downloading agenda items for interim and annual meetings is made much easier. They also stated that the new format for NCWM Publication 15 works very well and the deadline works well.

All of the regional websites are hosted through NCWM. NCWM has worked in recent years with the website company to add ecommerce to the regional websites using NCWM’s merchant services to process credit card

payments. This additional programming is at the regions' expense, but there is no additional administrative fee above the standard flat rate of \$200 per year assessed by NCWM to provide support. As of 2013, all four regions have now added the ecommerce option for online meeting registrations and membership dues (where applicable).

NEWMA Board of Directors expressed appreciation for the efforts of NCWM staff to update regional websites for all committee issues and making the process of filling out Form 15 for submitters much easier and clearly understood.

### **120-3 I Standing Committees Support**

#### **Committee Orientation:**

NCWM conducts Committee Orientation for committee chairs and new committee members every fall at NIST, OWM in Gaithersburg, Maryland. The location enables full participation by all NIST Technical Advisors. The focus is on leadership, administrative processes, roles and responsibilities, and review of *NCWM Committee Handbook*. Additionally, the Committee chairs and NIST Technical Advisors review agenda items for the new members so that they are prepared in advance for the technical discussions and Open Hearings.

At the 2012 Committee Orientation, additional improvements were made to the *NCWM Committee Handbook* and to the report templates that regional committees use to submit their reports for inclusion in NCWM Publication 15.

#### **Task Groups, Subcommittees, Steering Committees:**

Task groups, subcommittees and steering committees are created by appointment by the NCWM Chairman. A task group is given a specific charge and it reports to the appropriate NCWM standing committee. A task group will disband at the completion of its assignment. A subcommittee is charged with ongoing responsibilities in support of a standing committee in a specific field of expertise. A steering committee is charged with unbiased fact-finding that will assist NCWM membership in decision processes for difficult issues. A steering committee will disband upon completion of its specific charge.

NCWM offers resources to these task groups and subcommittees including meeting space at Interim and Annual Meetings, conference calling and web meeting services, dedicated e-mail listservs, a dedicated web page for posting and archiving documents related to their work, and broadcast e-mail services to reach targeted audiences. Additionally, NIST, OWM has provided technical advisors and web meeting forums. All of these tools enable year-around progress of task group and subcommittee work.

Because NCWM task groups and subcommittees report directly to NCWM Standing Committees or Board of Directors, any new proposals may appear in NCWM Publication 15 without first being vetted through a regional association. Any such proposals are properly vetted through the open hearings of NCWM. This structure enables more efficient standards development.

Two new groups are being established this year; the Promotional Tool Kit Task Group and the Natural Gas Steering Committee. Descriptions are provided below.

The Board expresses great appreciation to the volunteers who serve in support of the work of this organization.

- **Natural Gas Steering Committee (NEW):**

The Laws and Regulations (L&R) Committee heard spirited debate at the 2013 Interim Meeting Open hearings on a proposal to recognize the Diesel Gallon Equivalent and Diesel Liter Equivalent as the method of sale for compressed and liquefied natural gas; similar to the Gasoline Gallon and Liter Equivalents that were recognized in 1994. Opponents argue that a method of sale by mass is preferred.

NCWM Chairman Stephen Benjamin formed a new Natural Gas Steering Committee to address rising issues as the compressed and liquefied natural gas markets rapidly expand. The Steering Committee will report to the Laws and Regulations Committee. Its charge is to gather information that will assist NCWM Membership in the decision process as model standards are developed for the sale of compressed natural gas.

**Chair**

Mr. Mahesh Albuquerque  
CDLE- Oil and Public Safety  
Denver, CO  
E-mail: [mahesh.albuquerque@state.co.us](mailto:mahesh.albuquerque@state.co.us)

- **Promotional Tool Kit Task Group (NEW):**

This group will develop tools that may be used by weights and measures agencies to promote awareness and support and adequate funding for their programs. The tools will target three separate audiences:

- Consumers;
- Regulated Industries; and
- Legislators, Governors, and Agency Administrators.

Tools may include case studies, data, short-segment video productions, public service announcements, etc.

**Chair**

Mr. Stephen Benjamin  
North Carolina Department of Agriculture  
Raleigh, NC  
E-mail: [steve.benjamin@ncagr.gov](mailto:steve.benjamin@ncagr.gov)

- **Weights and Measures Training Manual Task Group:**

This new group reports to the PDC and is assigned to develop a training manual that can be used to ensure proper training methods and evaluation of training success for all aspects of field enforcement.

**Chair**

Mr. Michael Cleary  
Retired  
Sacramento, CA  
E-mail: [mcleary55@sbcglobal.net](mailto:mcleary55@sbcglobal.net)

- **Retail Motor Fuel Dispenser Price Posting and Computer Capability Task Group:**

The group reports to the Specifications and Tolerances (S&T) Committee and is developing specifications for multi-tier and discount pricing at retail. For more information, contact:

**Chair**

Ms. Fran Elson-Houston  
Ohio Department of Agriculture  
Division of Weights and Measures  
8995 East Main Street  
Reynoldsburg, OH 43068  
Phone: (614) 728-6290  
Fax: (614) 728-6290  
E-mail: [houston@agri.ohio.gov](mailto:houston@agri.ohio.gov)

- **Fuels and Lubricants Subcommittee:**

This group reports to the L&R Committee. For more information, contact:

**Chair**

Mr. Ronald Hayes  
Missouri Department of Agriculture  
1616 Missouri Blvd  
P.O. Box 630  
Jefferson City, MO 65102  
Phone: (573) 751-4316  
Fax: (573) 751-0281

E-mail: [ron.hayes@mda.mo.gov](mailto:ron.hayes@mda.mo.gov)

- **Packaging and Labeling Subcommittee:**  
The group reports to the L&R Committee. For more information, contact:

**Chair**

Mr. Christopher Guay  
Procter and Gamble, Co.  
One Procter and Gamble Plaza  
Cincinnati, OH 45202  
Phone: (513) 983-0530  
Fax: (513) 983-8984  
E-mail: [guay.cb@pg.com](mailto:guay.cb@pg.com)

NEWMA reported appreciation from a member regarding the formation of the Packaging and Labeling Subcommittee as this is an area of weights and measures focus has been sidetracked due to budget issues.

## 120-4 V Section L. Classifications for Agenda Items, Section M. Developing Items

(This item was adopted.)

**Source:**

NCWM Board of Directors (2013)

**Purpose:**

Clarify definitions of agenda item status designations.

**Item Under Consideration:**

Amend NIST Handbook 44, *Specifications, Tolerances, and Other Technical Requirements for Weighing and Measuring Devices* and NIST Handbook 130, *Uniform Laws and Regulations in the Areas of Legal Metrology and Engine Fuel Quality* Introduction as follows:

### L. Classifications for Agenda Items.

At the Interim Meeting, the Committee ~~can~~will classify proposals in one of the following ways as:

1. "Voting" – ~~these are items proposed for a vote by the NCWM membership and are indicated with a "V" after the item number in the agenda~~ These are items the Committee believes are fully developed and ready for final consideration of the voting membership. Each item has either received majority support from the Committee or the Committee has reached agreement that it is ready for voting status to let NCWM membership decide. The Committee has the ability to remove items from the voting agenda at the Annual Meeting by changing the status prior to a vote of the NCWM membership. The Committee may amend voting items during the course of the Annual Meeting based on additional information received following the Interim Meeting and testimony received at the Annual Meeting. These items may also be amended by the voting membership during the voting session of the Annual Meeting following the procedures outlined in the NCWM Bylaws; or
2. "Informational" – ~~these are items which require further study, comment, and development and are indicated with an "I" after the item number in the agenda~~ These items are deemed by the Committee to have merit. They typically contain a proposal to address the issue at hand and a meaningful background discussion for the proposal. However, the Committee wants to allow more time for review by stakeholders and possibly further development to address concerns. The committee has taken the responsibility for any additional development of Informational items. For particularly difficult items, the Committee may assign the item to an existing subcommittee under its charge or request that the NCWM Chair appoint a special task group

that reports to the Committee. At the Annual Meeting, the Committee may change the status of the items, but not to Voting status because the item has not been published as such in advance of the meeting; or

3. “Developing” - These items are deemed by the Committee to have merit, but are found to be lacking enough information for full consideration. Typically the item will have a good explanation of the issue, but a clear proposal has yet to be developed. By assigning Developing status, the Committee has sent the item back to the source or assigned it to some other entity outside the scope of the Committee with the responsibility of further development. The Committee Report will provide the source with clear indication of what is necessary to move the item forward for full consideration. The item will be carried in the Committee agenda in bulletin board fashion with contact information for the person or organization that is responsible for the development. Since the Committee is not required to receive testimony on developing items, this status should be carefully implemented so as not to weaken the standards development process; or
34. “Withdrawn” – these are items which will no longer be considered by the Committee and are indicated with a “W” after the item number in the agenda. These are items that the Committee has found to be without merit. The committee's determination to withdraw should not be based on the Committee's opinion alone, but on the input received from stakeholders. The committee's report will contain an explanation for the withdrawal of the item. Once an item appears in NCWM Publication 16 as Withdrawn, the status of that item may not be amended. The item may be reintroduced through the regional associations for consideration as a new item.

#### **M. Developing Items.**

~~In the past the Committee had either carried undeveloped proposals forward as informational, or withdrawn them. Conference members felt that carrying undeveloped informational items on its agenda for years posed an unnecessary drain on NCWM resources. Alternatively, the Conference was also concerned that withdrawing items prematurely resulted in the Committee discarding valuable work that had gone into identifying and presenting the items. NCWM was also interested in providing a mechanism to inform parties about items that were developing in different localities or in the regional associations.~~

~~At the 1998 Annual Meeting, NCWM established a process for disseminating information on items that may have merit but are insufficiently developed for Committee action. NCWM established a new “Developing” designation to allow the Committee to notify the submitter that while this item may have merit, it has not been adequately developed for action at the national level. NCWM agreed that developing items should be submitted by the regional associations with a recommendation that they be presented as “D” items on the national agenda.~~

~~The Committee will present “D” items in list format at the end of its report and include a point of contact (including the name and telephone number of the submitter) so that interested parties can obtain additional information. No comments will be taken on a developing item unless the Committee agrees to receive the new information in advance of the hearing. In these cases, the Chairman will announce in advance that an item will be discussed in the session. The use of this “D” designator is seen as an item management tool, as well as a way to keep the membership informed of emerging items.~~

(Re-letter remaining sections)

#### **Background/Discussion:**

There is inconsistency in understanding among NCWM members and regional associations of the purpose and impact of recommending or assigning an item status to an agenda item. The NCWM Board of Directors discussed the various status designations and developed additional guidance for use by NCWM standing committee members.

That guidance is now part of the *NCWM Committee Handbook*, has been presented to committee members at fall orientation sessions, and has been refined as a result of those meetings with the help of committee chairs and NIST technical advisors.

An example of this clarification is the distinction between “Developing” items and “Informational” items. For “Developing” items, the Committee is not responsible for Developing the item and has assigned that responsibility to some person or organization outside of the Committee; usually the source. Items designated as “Informational” may also require development, but the Committee is taking responsibility for the item, either directly or through a subcommittee or task group appointed by the NCWM Chair that reports directly to the Committee.

Committee members understand that items designated as “Informational” or “Developing” in NCWM Publication 16 cannot be upgraded to “Voting” status that same year. In the course of those discussions, it has been suggested that an item designation of “withdrawn” by a committee following the NCWM Interim Meeting may be upgraded by the Committee to “Informational” or “Developing” at any time prior to adoption of the Committee’s final report at the NCWM Annual Meeting. These matters are not specifically addressed in NCWM policy and have sparked concern and discussion. The Board proposes including additional guidance in the Introduction section of NIST Handbooks 44 and 130 in an effort to improve understanding and application of item status recommendations by regional associates and NCWM standing committees.

NCWM committee members are told in orientation and in the *NCWM Committee Handbook* that they “own” an item right up to the point where there is a call for a vote. However, it is not standard practice to modify the status of a withdrawn item after that designation is established by the Committee in January. Once a committee designates an item as withdrawn, stakeholders may discontinue paying attention. The Board is concerned that a policy allowing that status to be reversed prior to adoption of the report in July may cause the Committee to be subjected to undue pressure. The Board proposes as part of this amendment to clarify that Withdrawn items must remain Withdrawn. If an item does have merit, it may be reintroduced through the regions in the fall as a new item.

Members expressed that the language should be the same in both NIST Handbooks 44 and 130. The proposed language clearly relates the current interpretation of the definitions.

At the 2013 Annual Meeting, the Board modified the proposal to avoid unintended consequences for items that are changed to Withdrawn at an Annual Meeting. The originally proposed version of new Section L, paragraph 4 was as follows:

34. “Withdrawn” – ~~these are items which will no longer be considered by the Committee and are indicated with a “W” after the item number in the agenda~~These are items that the Committee has found to be without merit. The committee's determination to withdraw should not be based on the Committee's opinion alone, but on the input received from stakeholders. The committee's report will contain an explanation for the withdrawal of the item. Once an item appears in NCWM Publication 16 or the Annual Meeting addendum sheets as Withdrawn, the status of that item may not be amended. The item may be reintroduced through the regional associations for consideration as a new item.

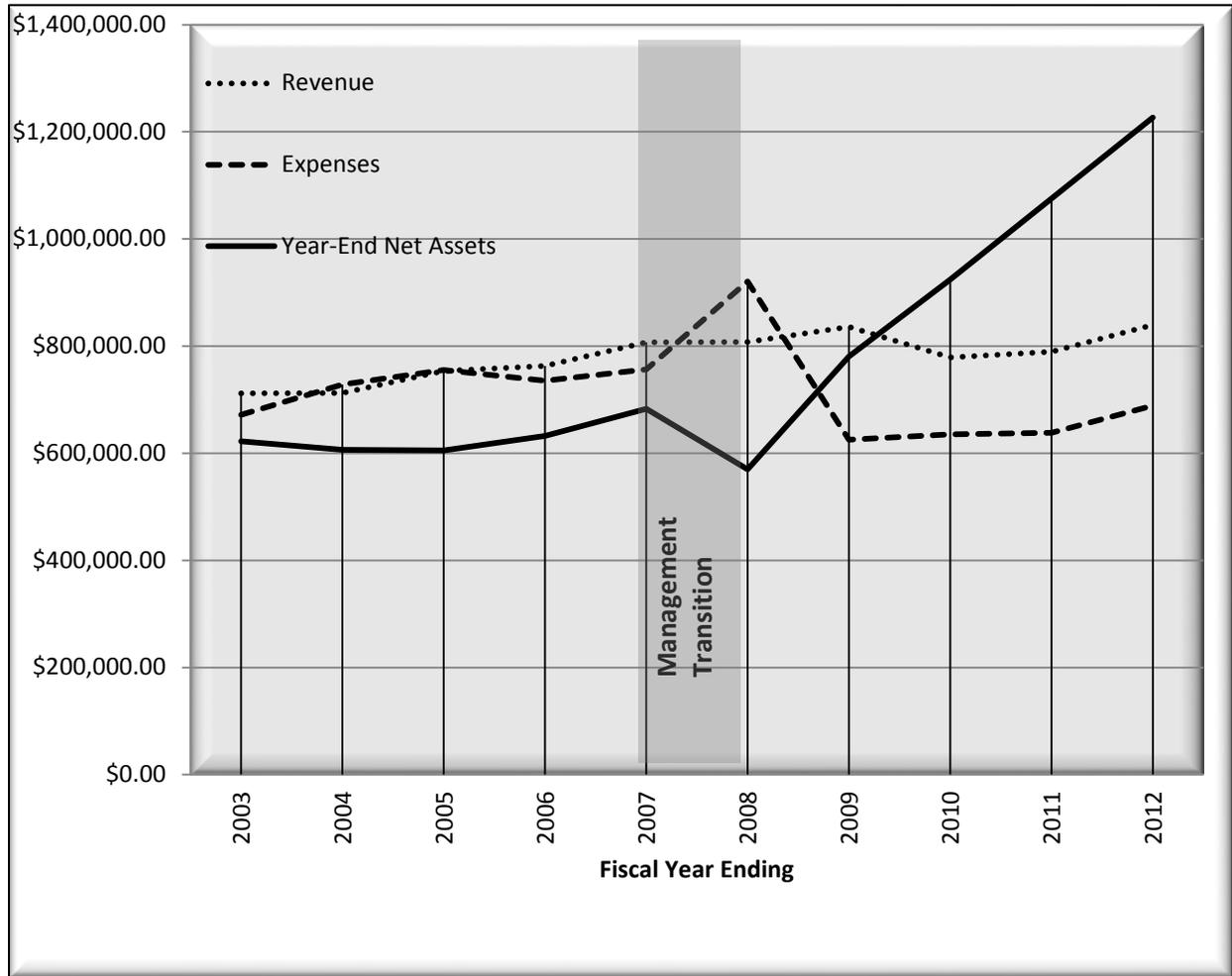
The Board removed the phrase, “or the Annual Meeting addendum sheets” from the proposal, commenting that a Committee decision at an Annual Meeting to change the status of an item to Withdrawn should not be a final decision until the Committee report is adopted. Prior to that vote, the Committee itself may change its mind or the voting membership may amend the item.

## 130 FINANCIALS

### 130-1 I Financial Report

NCWM operates on a fiscal year of October 1 through September 30. Budgets are set to be conservative on projected revenues and realistic on anticipated expenses.

Below is a graphic view of past 10 fiscal years based on year-end audit reports. The spike in expenses in 2008 reflects the cost transition from contracted management services to hired employees and, procured office space, furniture, computers, etc. The graph shows significant savings in the following years of 2009 - 2011 even though NCWM has invested significantly in new initiatives during that time. Those initiatives include NCWM and regional website development, the Online Position Forum, the Professional Certification Program, and other improvements to services. The Board of Directors continues to monitor its ability to fully implement contingency plans based on potential costs compared to reserve funds.



The following is the balance sheet as of March 31, 2013, in comparison with the same time the previous year. Assets in the balance sheet are inflated by the NIST Training Initiative Grant that was awarded to NCWM later in 2012. Those funds are earmarked for specific training activities. Assets are also inflated by the Associate Membership Fund. This money is accumulated through the additional \$15 dues paid by NCWM Associate Members and is spent at the discretion of the Associate Membership Committee in accordance with Committee Bylaws.

<b>ASSETS</b>	<b>June 30, 2013</b>	<b>June 30, 2012</b>
Current Assets	\$	\$
Checking/Savings		
Associate Member Fund	26,602.49	20,626.30
NIST Training Grant	52,253.27	0.00
Certificates of Deposit	1,149,123.91	1,126,348.07
Checking	35,697.28	34,796.11
Savings	194,742.49	129,601.52
Total Checking/Savings	\$ 1,458,419.44	\$ 1,311,372.00
Accounts Receivable	145.78	10.00
Other Current Assets	27,165.24	38,808.22
Other Assets	11,889.11	7,352.30
<b>TOTAL ASSETS</b>	<b>\$ 1,497,619.57</b>	<b>\$ 1,357,542.52</b>
<b>LIABILITIES &amp; EQUITY</b>		
Liabilities		
Current Liabilities	19,747.93	21,499.43
Total Liabilities	19,747.93	21,499.43
Equity		
Unrestricted Net Assets	1,243,897.98	1,095,673.51
Net Income	233,973.66	240,369.58
Total Equity	1,477,871.64	1,336,043.09
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$1,497,619.57</b>	<b>\$ 1,357,542.52</b>

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Mr. Stephen Benjamin, North Carolina | Chairman  
 Mr. John Gaccione, Westchester County, New York | Chairman-Elect  
 Mr. Kurt Floren, Los Angeles County, California | NTEP Committee Chair  
 Mr. Mark Coyne, City of Brockton, Massachusetts | Treasurer  
 Mr. Jerry Buendel, Washington | Active Membership - Western  
 Mr. Ronald Hayes, Missouri | Active Membership - Central  
 Mr. Terence McBride, Memphis, Tennessee | Active Membership - Southern  
 Mr. James Cassidy, City of Cambridge, Massachusetts | Active Membership - Northeastern  
 Mr. Stephen Langford, Cardinal Scale Manufacturing, Co. | At-Large  
 Mr. Steve Giguere, Maine | At-Large  
 Mr. Gordon Johnson, Gilbarco, Inc. | Associate Membership

Ms. Carol Hockert, NIST, OWM | Executive Secretary  
 Mr. Don Onwiler, NCWM Headquarters | Executive Director  
 Mr. Gilles Vinet, Measurement Canada | Board of Directors Advisor  
 Mr. Jim Truex, NCWM Headquarters | NTEP Administrator

## Board of Directors

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## Appendix A

### Report of the Activities of the International Organization of Legal Metrology (OIML) and Regional Legal Metrology Organizations

National Institute of Standards and Technology (NIST), Office of Weights and Measures (OWM)

#### INTRODUCTION

The NIST, OWM is responsible for coordinating United States participation in OIML and other international legal metrology organizations. Learn more about OIML at [www.oiml.org](http://www.oiml.org) and about NIST, OWM at [www.nist.gov/owm](http://www.nist.gov/owm). Dr. Charles Ehrlich, Program Leader of the International Legal Metrology Program, can be contacted at (301) 975-4834 by fax at (301) 975-8091 or [charles.ehrlich@nist.gov](mailto:charles.ehrlich@nist.gov).

**Note:** OIML publications are available without cost at [www.oiml.org](http://www.oiml.org).

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**Table B**  
**Glossary of Acronyms and Terms**

<b>Acronym</b>	<b>Term</b>	<b>Acronym</b>	<b>Term</b>
ANSI	American National Standards Institute	ISO	International Standardization Organization
APEC	Asia-Pacific Economic Cooperation	IWG	International Work Group
APLMF	Asia-Pacific Legal Metrology Forum	LMWG	Legal Metrology Work Group
APMP	Asia-Pacific Metrology Program	MAA	Mutual Acceptance Agreement
B	Basic Publication	MTL	Manufacturers' Testing Laboratory
BIML	International Bureau of Legal Metrology	NIST	National Institute of Standards and Technology
BIPM	International Bureau of Weights and Measures	NTEP	National Type Evaluation Program
CD	Committee Draft <sup>1</sup>	OIML	International Organization of Legal Metrology
CIML	International Committee of Legal Metrology	OWM	Office of Weights and Measures
CTT	Conformity to Type	PG	Project Group
D	Document	R	Recommendation
DD	Draft Document <sup>2</sup>	SC	Technical Subcommittee
DoMC	Declaration of Mutual Confidence	SIM	Inter-American Metrology System
DR	Draft Recommendation <sup>2</sup>	TC	Technical Committee
DV	Draft Vocabulary <sup>3</sup>	USNWG	U.S. National Work Group
GA	General Assembly	VIM	International Vocabulary of Metrology
IEC	International Electrotechnical Commission	VIML	International Vocabulary of Legal Metrology
IQ Mark	International Quantity Mark	WD	Working Draft <sup>3</sup>
<p><sup>1</sup> CD: a draft at the stage of development within a technical committee or subcommittee; in this document, successive drafts are numbered 1 CD, 2 CD, etc.</p> <p><sup>2</sup> DD, DR, and DV: a draft document approved at the level of the technical committee or subcommittee concerned and sent to BIML for approval by CIML</p> <p><sup>3</sup>WD: precedes the development of a CD; in this document, successive drafts are number 1 WD, 2 WD, etc.</p>			

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**Details of All Items**  
(In order by Reference Key)

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## **I. REPORT ON THE ACTIVITIES OF THE OIML TECHNICAL COMMITTEES**

This section reports on recent activities and the status of work in the OIML Technical Committees (TCs), Technical Subcommittees (SCs), and Project Groups (PGs) of specific interest to members of the National Conference on Weights and Measures (NCWM). Schedules of future activities of the TC/SC Secretariats, PG Convenors, the U.S. National Work Groups (USNWGs), and the International Work Groups (IWGs) and Project Groups of the TCs and SCs are also included.

### **TC 3/SC 5 Conformity Assessment (United States)**

The OIML Basic Publications B 3 *Certificate System* and B 10 *Mutual Acceptance Arrangement (MAA)* were recently revised to incorporate updated practices, and to provide full consistency (including terminology) between the two documents. At the International Committee of Legal Metrology (CIML) Meeting in Bucharest, Romania, in October 2012 an Amendment to B 10 was approved that allows for the voluntary use of test data from manufacturer's test laboratories (MTLs) under specially supervised conditions. A Workshop is planned for the 2013 CIML Meeting (in Vietnam) to gather experiences of the various users and other stakeholders in the MAA. The 2<sup>nd</sup> Committee Draft (2 CD) of a new OIML document entitled *The Role of Measurement Uncertainty in Conformity Assessment Decisions in Legal Metrology* is under development by the Secretariat. Please see the MAA section in the National Type Evaluation Program (NTEP) Committee Report of this publication for more details on the activities of TC 3/SC 5. For more information on the activities of this subcommittee, please contact Dr. Charles Ehrlich at (301) 975-4834 or [charles.ehrlich@nist.gov](mailto:charles.ehrlich@nist.gov).

### **TC 5/SC 1 Environmental Conditions (Netherlands)**

The Secretariat distributed the 2 CD revision of OIML Document D 11 *General requirements for measuring instruments - Environmental conditions*, in January 2012. This is a very important document in the OIML system and is used by all of the OIML TCs as a general reference for technical and testing requirements on all measuring instruments. The United States submitted comments on the 2 CD in March 2012. Before distribution of the 2 CD, the United States participated in a meeting of TC 5/SC 1 to discuss the D 11 document in Utrecht, The Netherlands. Highlights of the discussions in Utrecht included: expanding the terminology section, updating several testing sections to reflect the latest International Electrotechnical Commission (IEC) reference standards, and including a new environmental class ("E3") for a non-mains local source of electrical power supply. The OIML Expert Report E 5 *Overview of the Present Status of the Standards Referred to in OIML D 11 – General Requirements for Electronic Measuring Instruments* was recently published and updates all of the IEC references for testing requirements in D 11. The DD of D 11 passed its CIML preliminary ballot in December 2012. It is expected that this new revision of D 11 will be approved by the CIML and be published later in 2013. Please contact Mr. Ralph Richter at (301) 975-3997 or [ralph.richter@nist.gov](mailto:ralph.richter@nist.gov), if you would like further information on this project.

### **TC 5/SC 2 Software (Germany and BIML)**

The OIML D 31 *General Requirements for Software-controlled Measuring Instruments* has been published and will serve as guidance for software requirements in International Recommendations by OIML TCs. The United States participated in the technical work on this document and submitted votes and comments on several drafts of the document. A new project on software verification was approved by CIML, and the United States is waiting for the first draft of this document. Please contact Dr. Ambler Thompson at (301) 975-2333 or [ambler@nist.gov](mailto:ambler@nist.gov) if you would like to discuss OIML software efforts.

### **TC 6 Prepackaged Products (South Africa)**

After an online CIML vote was conducted, it was decided that the TC 6 project to develop an OIML International Quantity Mark (IQ Mark) would be terminated. The United States had already voted in favor of terminating this

project on the grounds that the effort to manage and certify quality control systems would have added unnecessary extra costs, with no value added, to all participating suppliers. At the same time, another CIML vote (same deadline) was conducted on a proposal for a new TC 6 project *Guidance for defining the system requirements for a certification system for prepackages*. The United States voted against this proposal on the grounds that even such an OIML Guidance Document could be construed as endorsing an OIML IQ Mark program. The results of the CIML vote on this proposal, and the best way forward are still being decided.

A meeting of TC 6 was held in Tokyo, Japan, in October 2012. Besides the IQ Mark project, two other important projects were heavily discussed: a revision of OIML Recommendation (R) 87 *Quantity of Product in Prepackages* (the OIML equivalent to NIST Handbook 133, *Checking the Net Contents of Packaged Goods*) and a revision of OIML R 79 *Labeling Requirements for Prepackaged Products*. The NIST Statistical Engineering Division (SED) has been participating in a small ad-hoc work group to improve the statistics in R 87. A 1<sup>st</sup> Committee Draft of R 87 has been developed and circulated for comment by the Secretariat. Also, the Secretariat has developed and circulated for comment a 3<sup>rd</sup> Committee Draft of R 79. The comment period for both of these CDs ended in March 2013. Both drafts contain proposed revisions that NIST OWM believes are unnecessarily complex, and, therefore, subject to easy misinterpretation, and another that appeared to go beyond the scope of package labeling requirements. After consulting with the Chairman of the NCWM Packaging and Labeling Subcommittee about the proposed revisions to both R 87 and R 79, the United States voted “no” on R 79 (votes are not taken on 1<sup>st</sup> Committee Drafts, so only comments were submitted on R 87). The main reason for opposing both drafts is that they include proposed definitions for prepackage, packaging material, and product that are likely to result in confusion for consumers and packers alike.

For more information on the activities of this subcommittee, and to participate in the U.S. review of these CDs, please contact Mr. Ken Butcher at (301) 975-4859 or [kbutcher@nist.gov](mailto:kbutcher@nist.gov).

### **TC 8 Measurement of Quantities of Fluids (Japan)**

The CIML has approved projects to revise the following TC 8 documents: R 63 *Petroleum Measurement Tables* (1994) and R 119 *Pipe Provers for Testing of Measuring Systems for Liquids Other Than Water* (1996). Both of these documents are important for other OIML recommendations involving liquid measurement. Please contact Mr. Ralph Richter at (301) 975-3997 or [ralph.richter@nist.gov](mailto:ralph.richter@nist.gov), if you would like copies of the documents or to participate in any of these projects.

### **TC 8/SC 1 Static Volume and Mass Measurement (Germany)**

The United States chairs the Project Group that is drafting new sections of OIML R 71, *Fixed Storage Tanks* and R 85, *Automatic Level Gages for Measuring the Level of Liquid in Fixed Storage Tanks* to add specific requirements for specialized tanks. OIML R 80-2, *Road and Rail Tankers, Test Methods*, is being developed by Germany. Please contact Mr. Ralph Richter at (301) 975-3997 or [ralph.richter@nist.gov](mailto:ralph.richter@nist.gov), if you would like to receive copies of the documents, or to participate in any of these projects.

### **TC 8/SC 3 Dynamic Volume and Mass Measurement for Liquids Other Than Water (United States and Germany)**

Subcommittee work is continuing on the development of OIML R 117-2, *Dynamic Measuring Systems for Liquids Other Than Water, Part 2, Test Methods*, and R 117-3, *Test Report Format*. New annexes for measuring systems for foaming potable liquids, for pipelines, and for aircraft refueling are being developed. The Project Group for the development of R 117 also continues to hold international web-meetings to accelerate the work on this high priority document.

A meeting of the full TC 8/SC 3 subcommittee was hosted by the European Committee of Manufacturers of Petroleum Measuring Systems (CECOD) and the Syndicat de la Mesure at their Paris headquarters in November 2012. The subcommittee meeting was attended by 31 participants, including official representatives from 15 countries. Additionally, several representatives of major manufacturers of these systems and liaison organizations actively participated in the meeting. These technical experts provided a depth of experience and technical expertise that proved highly valuable during the meeting. The 2 CD of R 117-2 is planned to be

distributed in April 2013, and a meeting of the R 117 Project Group will be held October 1 - 3, 2013, in London, England. If you have any questions or would like to participate in the next phases of this project, please contact Mr. Ralph Richter at (301) 975-3997 or [ralph.richter@nist.gov](mailto:ralph.richter@nist.gov).

### **TC 8/SC 5 Water Meters (United Kingdom)**

OIML, the International Standardization Organization (ISO), and the European Committee for Standardization (CEN) are working together to harmonize requirements for water meters using OIML R 49, *Water Meters Intended for the Metering of Cold Potable Water and Hot Water Parts 1, 2, and 3* as the base document. The 3 CD of the harmonized document was distributed in June of 2012. The United States submitted comments on the 3 CD in September 2012 and participated in a meeting of the Joint Working Group of these three organizations in London in October 2012. The American Water Works Association Committee on Water Meters is assisting in these efforts. The DR of R 49 passed its CIML preliminary ballot in May 2013, and R 49 is expected to receive final approval by the CIML in October 2013. Please contact Mr. Ralph Richter at (301) 975-3997 or [ralph.richter@nist.gov](mailto:ralph.richter@nist.gov), if you would like copies of documents or to participate in this project.

### **TC 8/SC 6 Measurement of Cryogenic Liquids (United States)**

The Secretariat for R 81, *Dynamic Measuring Devices and Systems for Cryogenic Liquids* is working to complete project 1 to update: (1) electronic tests in accordance with the latest edition of OIML D 11 and/or the latest IEC and ISO standards; (2) technical requirements to include new developments in hydrogen measurements; and (3) current recommendations for density equations. OIML R 81 (1998) will be reformatted into two distinct parts in the format that is recommended for OIML Recommendations. The Secretariat asked members of TC 8/SC 6 and the USNWG to review and formally comment on the first committee draft of revised R 81, Part 1: Metrological and technical requirements and Part 2: Metrological controls and performance tests in May 2013. To obtain more information or to participate in this project, please contact Ms. Juana Williams at (301) 975-3989 or [juana.williams@nist.gov](mailto:juana.williams@nist.gov).

### **TC 8/SC 7 Gas Metering (Netherlands)**

OIML R 137-1 and R 137-2, *Gas Meters; Part 1: Metrological and Technical Requirements and Part 2: Metrological Controls and Performance Tests* were published in May 2012. Extensive United States comments on the 1 CD, the 2 CD, and the DR were developed in cooperation with the measurement committees of the American Gas Association. The OIML R 137 document is especially important to the U.S. interests because the American National Standards Institute (ANSI) B 109 committee on gas measurement is using the published R 137 to create a new performance-based standard for gas meters in the United States. Meetings of the working group that is developing this new standard ANSI B 109.0 were held in Charleston, South Carolina, in January 2013 and in Plano, Texas, in March 2013. Please contact Mr. Ralph Richter at (301) 975-3997 or [ralph.richter@nist.gov](mailto:ralph.richter@nist.gov), if you would like to participate in these efforts or if you would like to obtain a copy of any of these gas measurement documents.

The Project Group that is developing OIML R 139, *Compressed gaseous fuel measuring systems for vehicles*, distributed the 1 CD of the revised R 139 in May 2012. This standard is important to U.S. stakeholders, especially in the effort to maximize harmonization between domestic and international legal metrology requirements used for the delivery of alternative fuels such as hydrogen gas and compressed natural gas (CNG). The United States submitted comments on the 1 CD in August 2012, and participated in a Project Group meeting in November 2012 in Delft, The Netherlands. The United States voted “yes” with comments on the 2 CD of R 139 in April 2013. To obtain more information or to participate in this project, please contact Ms. Juana Williams at (301) 975-3989 or [juana.williams@nist.gov](mailto:juana.williams@nist.gov).

### **TC 9 Instruments for Measuring Mass (United States)**

The CIML approved a work item to revise OIML R 60:2000, *Metrological Regulation for Load Cells*. This revision is planned to cover everything from the basic principles of R 60 (e.g., tolerances and accuracy classes) to exploring the addition of new requirements. The United States distributed a 1st Committee Draft of R 60 Parts 1 and 2 (Metrological and technical requirements and Metrological controls and performance tests) to TC 9 members in August 2012. Comments on the 1 CD were due in November 2012 and were incorporated into a 2 CD. The 2 CD

was circulated in June 2013. For more information on these efforts, please contact Mr. John Barton at (301) 975-4002 or [john.barton@nist.gov](mailto:john.barton@nist.gov).

### **TC 9/SC 2 Automatic Weighing Instruments (United Kingdom)**

The DR of OIML R 106, Part 1, *Automatic Rail Weighbridges*, was approved by a direct CIML online vote in April 2011, and R 106-1 was published in February 2012. The DR of R 106-2 was approved by the CIML in May 2012 and is awaiting publication by the BIML. To receive copies of these documents or to obtain more information on the work of this subcommittee, please contact Mr. John Barton at (301) 975-4002 or [john.barton@nist.gov](mailto:john.barton@nist.gov).

The Secretariat is in the process of revising OIML R 50, *Continuous Totalizing Automatic Weighing Instruments (Belt Weighers)*. The United States submitted comments on the 5 CD, Parts 1 and 2, of this Recommendation in October 2012. The Secretariat is now developing a DR of R 50-1 and R 50-2 for submission to the BIML as a CIML preliminary ballot. Comments have been returned on Part 3 of this Recommendation, and the Secretariat distributed the 2 CD of Part 3 in July 2013. For more information on this effort, please contact Mr. John Barton at (301) 975-4002 or [john.barton@nist.gov](mailto:john.barton@nist.gov).

### **TC 17/SC 1 Humidity (China and United States)**

The Co Secretariats are working with a small International Project Group to revise OIML R 59, *Moisture Meters for Cereal Grains and Oilseeds*. All drafts have been distributed to the USNWG, which for the most part is a subset of the National Type Evaluation Program Grain Analyzer Sector. A preliminary 6 CD was developed based on international comments received on the 5 CD, and a meeting of TC 17/SC 1 was held in Orlando, Florida, to address those comments. Per discussions during that meeting, Germany submitted suggestions for additional software requirements that were included in the 6 CD. The 6 CD was distributed in March 2013 with comments returned in June 2013. Meetings of TC 17/SC 1 and TC 17/SC 8 will be held at NIST in Gaithersburg, July 23 - 25, 2013. Please contact Ms. G. Diane Lee at (301) 975-4405 or [diane.lee@nist.gov](mailto:diane.lee@nist.gov) if you would like to participate in this IWG.

### **TC 17/SC 8 Quality Analysis of Agricultural Products (Australia)**

This subcommittee was formed to study the issues and write a working draft document *Measuring Instruments for Protein Determination in Grains*. Australia is the Secretariat. At a TC 17/SC 8 meeting hosted by NIST, the subcommittee discussed comments concerning the maximum permissible errors and harmonization of the TC 17/SC 8 Recommendation for protein with the TC 17/SC 1 Recommendation for moisture. International comments on the 2 CD were received and compiled. These comments were discussed at a meeting of TC 17/SC 8 in Orlando, Florida. The Secretariat completed the 3 CD based on the meeting discussion in Orlando. The United States submitted comments on the 3 CD in October 2012. Meetings of TC 17/SC 1 and TC 17/SC 8 was held at NIST in Gaithersburg, July 23 - 25, 2013. Please contact Ms. G. Diane Lee at (301) 975-4405 or [diane.lee@nist.gov](mailto:diane.lee@nist.gov), if you would like to participate in this IWG.

### **OIML Mutual Acceptance Arrangement (MAA)**

The report on the OIML MAA can be found in the NTEP section of this document. For further information on the MAA and its implementation, please contact Dr. Charles Ehrlich at (301) 975-4834 or e-mail [charles.ehrlich@nist.gov](mailto:charles.ehrlich@nist.gov).

## **II. REPORT ON THE 47<sup>TH</sup> CIML MEETING IN BUCHAREST, ROMANIA IN OCTOBER 2012**

Mr. Peter Mason, CIML member from the United Kingdom and President of the CIML, opened the meeting and gave the President's Report.

Mr. Stephen Patoray, who has been serving as BIML Director since January 2011, provided several reports on financial and administrative matters at the BIML, including improvements that have been implemented since his arrival at the BIML. After consideration of an external auditor's review of the 2011 OIML accounts, the CIML approved the 2011 accounts, and instructed its President to present them to the 14<sup>th</sup> OIML Conference.

Mr. Patoray announced that there are seven new OIML Corresponding Members (all from Africa): Gambia, Liberia, Malawi, Mauritania, Namibia, Nigeria, and Sierra Leone. He also announced that Colombia would soon become an OIML Member State.

Dr. Grahame Harvey (Australia), currently serving as CIML 1<sup>st</sup> Vice President, announced that he was stepping down as the CIML Member from Australia due to financial considerations in Australia. Because of this, he also announced that he would not be running for reelection as CIML 1<sup>st</sup> Vice President. Discussions during the course of the CIML meeting eventually led to the appointment of the CIML 2<sup>nd</sup> Vice President (Roman Schwartz of PTB in Germany) to the position of 1<sup>st</sup> Vice President, with the decision to leave the position of 2<sup>nd</sup> Vice President unfilled until a new election could be held at the 2013 CIML meeting.

It was decided that the OIML Translation Center already has enough money to cover paying for a backlog of English to French translations of OIML publications, and that in the future such translations should be paid out of a regular budget line item. No formal action was taken on this item.

The CIML adopted 25 Resolutions in Bucharest, Romania. The most noteworthy resolutions included:

- the proposed 2013-2016 budget was agreed to be forwarded to the OIML Conference (including a line item for indirect support to developing countries, in areas such as training videos);
- the draft revision of the OIML Financial regulations were adopted (with minor amendments);
- Corresponding Members may now participate as Observing Members on OIML Technical Committees, Subcommittees, and Project Groups (without having to pay a fee);
- the revision of OIML B 6 *Directives for the Technical Work* was approved (subject to any necessary editorial changes that the United States submitted);
- the extension of the OIML Mutual Acceptance Arrangement to include test data from manufacturer's test labs (MTLs) on a voluntary basis was approved; and
- the NIST wording pertaining to a Resolution on the New SI was accepted.

The CIML approved the following Draft Publications in Bucharest, Romania:

- Revision of OIML D 1 Considerations for a law on metrology,
- Revision of OIML R 46 Electrical energy meters - Part 1: Metrological and technical requirements and Part 2: Metrological controls and performance tests,
- Revision of OIML R 106-2 Automatic rail weighbridges - Part 2: Test report format.

The CIML granted a special approval to OIML R 126, *Evidential breath analyzers*. Previously, in the preliminary ballot stage of R 126, the DR received five negative votes, some of which contained objections requiring substantial changes to the draft. Because the Secretariat of TC 17/SC 7 did not see any possibility to prepare a further draft that would remove the objections expressed in the preliminary ballot and because it was agreed that the revised text is a substantial improvement over the old version of OIML R 126 – the CIML decided to approve R 126 and then immediately start a revision process on the Recommendation.

### **III. REPORT ON THE 14<sup>TH</sup> OIML CONFERENCE IN BUCHAREST, ROMANIA, IN OCTOBER 2012**

The OIML Conference adopted 16 Resolutions in Bucharest, many of which had to do with formalizing the adoption of Resolutions from the CIML Meeting on budgetary, policy, and administrative matters.

The audited accounts for 2008 - 2011 were approved, and it was decided that the budget surpluses (net results) from the 2009 - 2012 financial period were to be kept in reserve. The proposed budget for the calendar years 2013 - 2016 was also approved.

The following OIML Recommendations and Documents, approved by the CIML between 2009 and 2012, were officially sanctioned by the Conference:

- D 1:2012 Considerations for a law on metrology;
- D 16:2011 Principles of assurance of metrological control;
- R 35-2:2011 Material measures of length for general use. Part 2: Test methods;
- R 35-3:2011 Material measures of length for general use. Part 3: Test report format;
- R 46-1 and R 46-2:2012 Active electrical energy meters;
- R 80-1:2009 Road and rail tankers with level gauging. Part 1: Metrological and technical requirements;
- R 106-1:2011 Automatic rail-weighbridges. Part 1: Metrological and technical requirements – Tests;
- R 106-2:2012 Automatic rail-weighbridges. Part 2: Test report format;
- R 120:2010 Standard capacity measures for testing measuring systems for liquids other than water;
- R 126:2012 Evidential breath analyzers;
- R 134-2:2009 Automatic instruments for weighing road vehicles in motion and measuring axle loads. Part 2: Test report format;
- R 137-1&2:2012 Gas meters. Part 1: Metrological and technical requirements and Part 2 Metrological controls and performance tests;
- Am R 138:2009 – Amendment to R 138:2007 *Vessels for commercial transactions*;
- R 143:2009 Instruments for the continuous measurement of SO<sub>2</sub> in stationary source emissions;

The Conference also sanctioned the OIML Strategy as documented in OIML B 15:2011. The Conference instructed the CIML to implement this strategy while taking into account the budgetary resources.

#### **IV. FUTURE OIML MEETINGS**

The CIML accepted the invitation of Vietnam to host the 48<sup>th</sup> CIML Meeting next year in Ho Chi Minh City during the week of October 7 - 11, 2013.

The next OIML Conference will be held in 2016; the venue and dates for this Conference will be decided by the CIML at a future date.

#### **V. REGIONAL LEGAL METROLOGY ORGANIZATIONS**

##### **Meeting of the Inter-American Metrology System (SIM) General Assembly and the SIM Legal Metrology Work Group (LMWG)**

The SIM General Assembly (GA) was held in San Jose, Costa Rica, in November 2012. Mr. Jose Dajes Castro, from INDECOPI in Lima, Peru, serves as the SIM President. Mr. Marcos Senna at [mjsenna@inmetro.gov.br](mailto:mjsenna@inmetro.gov.br), of INMETRO in Brazil, recently announced his resignation as the Chairman of the SIM LMWG. A new Chairman is

being sought. The organization is working to build capacity in legal metrology for SIM member countries. Please contact Mr. Ralph Richter at (301) 975-3997 or [ralph.richter@nist.gov](mailto:ralph.richter@nist.gov) for more information on SIM.

#### **Asia-Pacific Legal Metrology Forum (APLMF)**

The 19<sup>th</sup> Meeting of APLMF was held November 5-9, 2012, in Cebu, The Philippines. Sixteen APLMF Member Economies participated in this meeting. The People's Republic of China holds the Presidency and Secretariat of APLMF. Mr. Changcheng, APLMF President and Vice Minister of AQSIQ, chaired the meeting. APLMF activities are facilitated through its seven work groups. The most active is the work group on Training Coordination chaired by Australia.

The main objectives of APLMF are to coordinate regional training courses in legal metrology and to provide a forum for exchange of information among legal metrology authorities. The APLMF Secretariat spent a considerable amount of time, with the assistance of the United States, developing a proposal to obtain support from the Asia-Pacific Economic Cooperation (APEC) – Trade and Investment Liberalization and Facilitation funding in order to support the delivery of the training in 2012. Changes in APEC priorities are making it more difficult to achieve funding. While feedback from the previously-held training courses has been positive, it is becoming clear that in order to continue to receive funding for the training, APLMF needs to do a more thorough job of assessing and documenting the impact of the training courses on the economies that receive the training.

Discussions in Cebu included a review of the events and training courses held since the last APLMF meeting; these included:

- An APLMF-APMP Joint Symposium on “Metrology for Economic and Social Sustainability” (Beijing);
- An APLMF Training Course on “Traceability in Rice Moisture Measurement” (Indonesia, ‘self-funded’);
- A Training Course on “Verification of Non-automatic Weighing Instruments (Papua New Guinea);
- A Workshop on Technical Regulation and Harmonization of Bulk Fuel Trade Transactions in the APEC Region, Part 1 – “Improving the Custody Transfer of Liquid Fuel in the Asia-Pacific Region” (Singapore) (Ralph Richter of the NIST Office of Weights and Measures was the trainer); and
- A Workshop on Technical Regulation and Harmonization of Bulk Fuel Trade Transactions in the APEC Region, Part 2 – “Verification of bulk fuel using volumetric methods” (Thailand).

The United States was represented at the meeting in Cebu by Dr. Charles Ehrlich, who serves as Chairman of the APLMF work group on Mutual Recognition Arrangements. Dr. Ehrlich gave an extensive report and with updates on the OIML MAA and presented the United States Country Report. The 2013 APLMF meeting will be held in Yogyakarta, Indonesia, November 5 - 8, 2013.

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## Appendix B

### Associate Membership Committee (AMC) Agenda and Draft Meeting Minutes

Robert Murnane, Chair  
Associate Membership Committee

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#### AGENDA

- I. Call to Order
- II. Approval of Meeting Minutes
- III. Financial Condition
- IV. NCWM Industry Representative Reports
  - (a) Board of Directors Report
  - (b) Professional Development Committee Report
  - (c) Laws and Regulations Committee Report
- V. AMC Fund Disbursement Requests
- VI. Filling Vacant Positions
- VII. Old Business
- VIII. New Business
- IX. Adjournment

## **AMC Draft Meeting Minutes**

July 16, 2013  
Louisville, KY

### **Call to Order**

Chairman Robert Murnane called the meeting to order at 5:00 p.m.

### **Meeting Minutes**

A copy of the 2013 Interim Meeting Minutes was distributed. These minutes were reviewed and a motion was made by Mr. Flocken and seconded by Mr. Johnson 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 Murnane reported that the AMC fund has a balance of \$26,602.49. Ms. Jucoch questioned what the plans are for the current balance. Chairman Murnane explained the process for scholarships, and how the money is approved through the online form for requests for training. There were also questions regarding where the money comes from to support the balance. Chairman Murnane reports that \$15 from each membership is deposited in the AMC account.

Mr. Flocken stated that the annual dues are expected to increase the balance. Mr. Lewis reports one of the benefits of being a member is you get discount on NTEP certification fees. Chairman Murnane reported that there are discounts for testing as well.

Mr. Johnson reports there are currently 2156 members in the Conference; 803 associate members depending on the issue.

The financial report was reviewed and a motion was made by Mr. Johnson and seconded by Mr. Flocken to approve the financial report as written.

### **Board of Directors Report**

Mr. Johnson, AMC representative on NCWM Board of Directors, gave a report regarding Board activities:

Mr. Johnson reports that the Conference has lost some very experienced weights and measures officials.

Terrence McBride had to resign from the BOD due to budget/travel issues with his program, and Clark Cooney of Oregon retired.

The SWMA Meeting will be in Charleston, West Virginia, October 7 - 9, 2013, and the Measuring Sector Meeting will meet after the SWMA Meeting.

AMC – Nothing new other than they are waiting for a response to a request for any kind of assistance on the new tool kit – whether funds or other support.

Several states and NIST are requesting help with travel expenses for training. The states and NIST can provide the training, but lack of travel funds is limiting attendance at these important training programs.

NIST – Package Inspection Training, help is needed in funding the purchase of materials (groceries) for these classes.

NIST/WMD – Ms. Carol Hockert reported that Mr. Marc Butler resigned. She is looking to fill this position as soon as possible.

Work GROUP Updates – The Taximeters Work Group is looking for a statement from NIST regarding the use of alternative devices. A newsletter article may help address what tools the states have when looking at devices that are not covered in NIST Handbook 44 or NTEB approved.

NCWM Treasurers Report – The NCWM is in good financial shape.

Activity Reports – Current membership is 2156.

Annual and Interim Meetings – 2015 Planning for the 100<sup>th</sup> meeting is in process – Need AMC input. Chairmen Murnane ask that we discuss under new business

Toolkit Work Group – NCWM Chair, Mr. Steve Benjamin met with the NEWMA and CWMA. First priorities for these groups are for a video and templates (CWMA). Mr. Benjamin will meet with the SWMA and WWMA this week. A task group will meet Sunday afternoon.

NTEP Staffing – NCWM advertised a new position for additional NTEP personnel. There is a lot of interest and candidates.

### **Professional Development Committee (PDC) Report**

Mr. Steve Grabski mentioned that getting the trainers out traveling will be a big help. Chairman Murnane mentions that he appreciates the work that the PDC has completed. Pretty much everyone present at the Conference for business has a course that pertains to him or her.

### **Laws and Regulations (L&R) Committee Report**

Mr. Grabski will be move to the L&R Committee from PDC; No updates for the L&R Committee.

### **AMC Fund Disbursement Report**

Chairmen Murnane reports the Washington request was paid, and the California request is still pending. California's training will take place in August.

### **Filling Vacant Positions**

Mr. Paul Lewis agreed to fill the Associate Chair.

Mr. Bill Callaway agreed to fill Vice Chair.

Mr. David Calix agreed to fill Secretary Treasure.

Associate Committee Member - Darrel Flocken – will stay on as a committee member.

Associate Committee Member - Chairman Murnane – will stay on as a committee member.

### **Old Business**

Mr. Gurney reports there is a request for training for the Northern Mariana Islands a U.S. territory; they are looking for training on package inspections. Mr. Don Onwiler and NIST put their heads together on who could do this training and decided on Mr. Gurney. The Northern Mariana Islands will be putting a request together for approximately \$4300; they want the AMC to think it over.

Chairmen Murnane asked, “Does NIST have an online course for the training? Are the Northern Mariana Islands members of the Conference? Could the training be completed through a webinar or WebEx?” Chairmen Murnane

asks that they check into online training and then apply online. Mr. Gurney stated originally there were going to be approximately 25 people needing training, and then there were some issues with getting all the folks to the training. Mr. Flocken stated that the more information that can be provided in the application the better and it can be look at as a cost vs. value. Mr. Lewis states that they should make sure they request enough funds; AMC will not approve extra funds. Chairmen Murnane ask that Mr. Gurney get the information regarding WebEx, Webinar, NIST and online training, put in the application and the Committee will vote on it.

Mr. Oppermann believes that it is a worthwhile request. Chairmen Murnane asked if NIST is available for the training.

Mr. Onwiler reports that the Northern Mariana Islands does not have a NCWM membership at this time. Mr. Onwiler stated that NCWM does have a WebEx account that he uses to host meetings for NCWM groups. Chairmen Murnane reported that there may be an issue if they are not members, and Mr. Lewis stated not all the inspectors that are trained with AMC funds are members.

Mr. Gurney will get the information for the requested training and put in a request for funds when all details become available.

### **New Business**

Chairman Murnane stated that Ms. Julie Quinn (Minnesota) is requesting money to send people on travel. Mr. Floken stated that we will pay for travel for trainers, but not for travel for people to get training.

Chairmen Murnane states that it's difficult to control. You don't know what the benefits are and what we will get out of it. We will pay for trainers to travel and facilities but not for trainees to get training.

Chairmen Murnane stated we will buy the items for packing checking and tools.

Chairmen Murnane asked, "Is there something that the AMC wants to do for the NCWM's 100<sup>th</sup> Meeting?" Mr. Lewis asked, "Do we want to make a pin or a paper weight?"

Mr. Flocken stated that the SMA was looking into sponsoring a lunch but we cannot do that. The Conference will not accept sponsorship.

Mr. Flocken stated he would rather spend the money on training as it's designed.

Mr. Onwiler reported that the Conference will not accept any sponsorship, the policy is very clear, if a group wants to go off and do something on their own, NCWM cannot endorse it and that activity would violate a gentlemen's agreement against hospitality suites. The work group is asking to suspend the rules for one event. The decision has not been made.

Chairmen Murnane stated he would like for the policy to stand, if the news media were to get ahold of it and spin it the wrong way it would look very bad for the Conference.

Mr. Onwiler stated NIST put together the very first handbook standards adopted by NCWM as a gift to the attendees of NCWM's 100-Year Anniversary Event.

Is there a difference between providing food and beverage vs. providing a gift? Mr. Onwiler does not know if that would be allowed, but that's still sponsorship, and it's a board decision. Mr. Onwiler encourages that we voice comments to the Board regarding sponsorship.

Mr. Lewis states members are welcome to set up their own booth and give away items. Mr. Onwiler stated that NCWM is not sponsoring it.

Mr. Onwiler wants the 100<sup>th</sup> to be a success.

Chairmen Murnane does not want to relax the rules, and we want to stay above reproach at all times. We don't want companies to have hospitality suites serving shrimp cocktails all night that's negative for the Conference.

Mr. Flocken stated that he supports what Chairmen Murnane says. Mr. Flocken stated giving away a gift or pin is not money well spent. We need to save the money for training opportunities.

Ms. Hemida asked, "Can we call suppliers and put on training for the Conference?" Chairmen Murnane stated that the training would be more beneficial at the regional level. Most of the folks attending the National meeting are not the ones needing training.

Ms. Hemida asks why not come up with something about the history of weights and measures past 100 years of events. How did we get to where we are now – a video or a DVD of five to seven minutes of the history?

Chairmen Murnane asked how about weights and measure history as a video, understanding the history of weights and measures.

Mr. Oppermann reported that Mr. Onwiler told him the estimated cost is \$1000/min. We would not need a very lengthy video.

Ms. Juroch asked if the Smithsonian has anything on the history of scales.

You have to touch everything, scales, gas pumps, all parts of weights and measures.

Chairmen Murnane and the group liked the DVD idea; Ms. Hemida will get with Mr. Onwiler and let us know on the feedback.

### **Adjournment**

Mr. Oppermann said thank you Chairmen Murnane for his effort and his contribution.

Mr. Lewis moved to adjourn the meeting, a motion was made, and the meeting was adjourned at 5:58 p.m.

Respectfully submitted by,  
Mr. David Calix  
Secretary, AMC

**Individuals in Attendance**

Mr. David Calix – NCR  
Mr. Paul Lewis – Rice Lake  
Mr. Gordon Johnson – Gilbarco  
Ms. Zina Juroch – Pier 1 Imports  
Mr. Henry Oppermann – W+M Consulting  
Mr. Darrell Flocken – Mettler-Toledo LLC  
Mr. Louis Straub – Fairbanks Scales  
Mr. Rob Upright – Vishay Transducers  
Mr. Steven Grabski – Walmart Stores  
Ms. Maile Hemida – Hogan Lovell’s USUP  
Mr. Adam Bolain – HJ Heinz  
Mr. Russ Lewis – Marathon Petroleum  
Mr. Curt Williams – CP Williams Energy Consulting  
Mr. John Hughes – Rice Lake Weighing Systems  
Mr. Pete O’Bryan – Foster Farms  
Mr. Bill Callaway – Crompco  
Mr. Bob Murnane – Seraphin