

**Associate Membership Committee (AMC)  
Agenda and Annual Meeting Minutes**

David Calix, Chair  
NCR

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

**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 Annual Meeting Minutes

July 26, 2016  
Denver, CO

### Call to Order

The meeting was called to order at 5 pm by the AMC chairman Calix.

### Meeting Minutes

The minutes from the previous AMC meeting was unanimously approved.

### Financial Condition

A copy of the financial report for fiscal year to date 10/01/15 – 07/12/16 was distributed to the group.

Favorable comments were received regarding the new format of the report. It is much easier to read and understand

AMC Account Balance	\$25,967.91
Pending Payments	9,557.00
Available Funds	\$16,410.91

The financial report was unanimously approved.

### Board of Directors Report

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

#### WEST

Budget issues in Alaska

Arizona W&M program now moved to Dept. of Agriculture

Hawaii will be hosting WWMA (wk. of 9/11) in Honolulu.

California received funding for alternative fuel labs

#### SOUTH

MS looking for online testing of inspectors

KY losing inspectors due to retirement and budget

Southern meeting will be in Arlington, not Fort Worth

#### NORTHEAST

CT establishing programs on electric and fuel cell vehicles, propane fuel

Steve G now acting director now in Maine, doing rulemaking to adopt HB 133 procedures.

PA in first year of fuel quality program

VT still getting their lab back and running after flood several years ago.

Interim Meeting in Portsmouth, NH at end of October

#### CENTRAL

IN lost metrologist and lab is down until new people are trained

Iowa lab is still not open, using other state labs

Michigan received full funding to add inspectors and equipment

Skimmers are being placed Friday nights and Saturdays, picked up Sundays.

Interim Meeting in St Charles, MO first week of October

#### NIST

Doug Olson (new Chief of NIST Office of Weights) will be here Monday night and Tuesday

Georgia Harris acting chief until February

Training: Doing more webinars especially for metrology, including support for Latin America.

Packaging and Labeling HB 133 training for 105 people this year (Weight and Volume).

Doing first count, length, width HB 133 class later year

CNG testing school this fall in Utah

Train the Trainer program has worked well to provide assistance to NIST training.

Questions remain on official status of classes taught by non-NIST instructors.

### Board Items of Interest

Membership currently fairly stable.

Board has agreed to send Daryl and Don to Interweigh Expo in China which occurs every 2 years.

Upcoming Meetings

- San Antonio NCWM Interim meeting in January, 2017
- Pittsburgh NCWM Annual meeting next July.

PALS/FALS Subcommittee Issues Under Discussion

- Reporting of votes within the Subcommittee
- Management of Issues Between Standing Committee and Subcommittee

Charter Team Phase 1 and movement to Phase 2

- Phase 1 report
- Plan to Move into Phase 2

Tool Kit Task Group (videos developed and under development)

Posting of Employment Opportunities on NCWM website

- Positions can be posted by NCWM member
- Can be accessed by NCWM and non-NCWM members

Professional Development Committee

Mr. Richard Shipman, the PDC representative on the committee reported on the activity of the PDC

- Working on competency exams. The committee is seeking input from the states.
- The PDC expressed appreciation to the BOD for the support received by the AMC for training funds
- Julie Quinn has a very nice presentation on safety related to service. She expressed the need for input from industry.
- There will be two positions opening on the committee.

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

Ms. Richardson, the AMC representative on the L&R Committee reported on the activity of the L&R.

- Finished agenda work today.
- Todd stepped down. Michele Wilson will take his place through 2019

**AMC Fund Disbursement Report**

Pending	Toolkit Task Group	\$4,275.00
Pending	Virginia: SMAP	\$2,300.00
Pending	NH - NEMAP	\$872.00
Pending	Virginia: Safety	\$500.00
Pending	Texas: SWAP	\$1,060.00
Approved	NYS	\$3,750.00
Approved	CNMI	\$6,900.00

**Filling Vacant Positions**

There are 3 positions to fill on the AMC. The three officers and two committee members.

Committee Chair	David Calix	NCR Corporation	2016
Vice-Chair	Richard Shipman	Rice Lake Weighing Systems, Inc.	2016
Secretary / Treasurer	Bill Callaway	Crompco	2016
Member	Richard Shipman	Rice Lake Weighing Systems, Inc.	2020
Member	Steven Grabski	Wal-Mart Stores, Inc.	2020
Member	Christopher Guay	Procter and Gamble, Co.	2020
Member	Mark Flint	ADM	2020
Member	Rebecca Richardson	Marc – IV Consulting	2020
Member	David Calix	NCR Corporation	2018
Member	Bill Callaway	Crompco	2018
Member	Robert Murnane, Jr.	Seraphin Test Measure	2018
Member	Paul A. Lewis, Sr.	Rice Lake Weighing Systems, Inc.	2019

**The open positions will be filled as follows:**

Committee Chair - Richard Shipman, Rice Lake Weighing Systems will move up from Vice Chair to Committee chair.  
 Vice Chair – Bill Callaway, Crompco, will move into the Vice Chair from Secretary.  
 Secretary/Treasurer – Mark Flint, ADM

**Old Business**

None.

**New Business**

BOD developing processes to speed up the change procedures. An improvement group is being formed. Phase I – Shorter commitment. Phase II – Could be longer commitment. A Six sigma or Lean approach to be used.

The AMC policy on funds distribution is located on the NCWM website and has not been reviewed in 7 years. This item is to be placed on the agenda for the next meeting.

Discussion on industry involvement. The question was raised on how do we get more industry involvement – not just when there is an item on the NCWM agenda that affects that industry (being pro-active vs. re-active). This topic will be added to the next meeting agenda.

**Adjournment**

With no further new business Chair Calix adjourned the meeting at 6:25 pm

Respectfully submitted by,  
 Mr. Richard Shipman,  
 Vice Chairman

**Individuals in Attendance**

- Mr. Richard Shipman, Rice Lake Weighing Systems
- Mr. Chris Guay, Proctor & Gamble
- Mr. Paul Lewis Sr., Rice Lake Weighing Systems
- Mr. Bob Murnane, Seraphin
- Mr. Russel Vires, Mettler Toledo
- Mr. David Calix, NCR
- Mr. Henry Oppermann, W&M Consulting
- Ms. Rebecca Richardson, Marc-IV Consulting / National Biodiesel Board
- Mr. Richard Suiter, Richard Suiter Consulting LLC

Mr. Mark Flint, ADM  
Mr. Jim Hewston, J.A. King  
Mr. John Hughes, Rice Lake Weighing System  
Mr. Jerry Buendel, UDAF  
Mr. Brett Gurney, UDAF  
Mr. Marc Buttler, Emerson  
Mr. Don Onwiler, NCWM  
Mr. Louis Straub, Fairbanks  
Mr. Ron Gibson, Seraphin  
Mr. Mike Kunselman, CQA  
Mr. Mark Flint, ADM  
Mr. Henry Kellogg, CompuCom