



**USNC COUNCIL
PRELIMINARY DRAFT AGENDA**

**Thursday, 15 September 2022
9:00 AM – 4:00 PM (ET)
(Meeting #67)**

**Hosted by FM Approvals
Four Points by Sheraton
1125 Boston-Providence Turnpike
Norwood, MA 02062**

Dress Code: Business Casual

**Section 1 – Organizational Matters
(Kevin Lippert, USNC President)
(9:00 – 9:10 AM)**

1.1 Welcome and Introductions

1.2 Approval of Agenda

1.2.1 Approval of Consent Agenda

Approval of the USNC Council Minutes from the meeting on 12 May 2022 held in Fremont, CA

1.2.2 Approval of Balance of Agenda

**Section 2 – Status of Outstanding Action Items
(T Zertuche)
(9:10 – 9:30 AM)**

ACTION ITEM #2022 – 5 – 1 – USNC staff to follow up with ANSI Webteam to create an updated General Sponsor graphic, delineating the level of sponsorship for each organization.
Status: Completed

ACTION ITEM #2022 – 5 – 2 – USNC staff to link the USNC management meeting resolutions spreadsheet to the USNC management meeting agendas going forward.
Status: Ongoing

ACTION ITEM #2022 – 5 – 3 – USNC staff to add USNC policy committee rosters to the USNC website and link the rosters to the USNC management meeting agendas.
Status: Ongoing

ACTION ITEM #2022 – 5 – 4 – USNC staff to set up USNC VTAGs for the BAC, DAC, and GRAC.

Status: Completed

ACTION ITEM #2022 – 5 – 5 – Follow up with IEC Secretariat regarding previous requests, geographical balance, and any potential future needs for the IEC dashboard. Include as a topic during IEC Officers meeting at the 2022 IEC General Meeting.

Status: Completed

ACTION ITEM #2022 – 5 – 6 – USNC staff to initiate the USNC Council ballot on Hae Choe’s candidacy for USNC VP – Technical via Election Buddy.

Status: Completed

ACTION ITEM #2022 – 5 – 7 – Request that ANSI include EU Standardization Strategy topic for discussion during the ANSI-ESOs meeting in June and the US-German Panel in October.

Status: In Process

ACTION ITEM #2022 – 5 – 8 – USNC policy committees to hold a virtual brainstorming session with CROSQ in 2022 to prepare for an in-person workshop in 2023.

Status: Completed

ACTION ITEM #2022 – 5 – 9 – USNC Council to establish a task group comprised of the three USNC policy committees to address the meeting policy for USNC management meetings.

Status: In Process

ACTION ITEM #2022 – 5 – 10 – USNC staff to send a call to the YEP Committee members to solicit participation on the USNC standing committees.

Status: Completed

ACTION ITEM #2022 – 5 – 11 – USNC staff to circulate a call to the USNC policy committees for the Nominations Committee Chair role.

Status: Completed

ACTION ITEM #2022 – 5 – 12 – USNC Council to recommend that Nominations Committee nominate Lee Luft (TC 80) for the ANSI Meritorious Service Award.

Status: Completed

ACTION ITEM #2022 – 5 – 13 – USNC staff will circulate a ballot to USNC Council in regards to funding meeting travel up to \$2,500 for the US representative to BAC in 2022.

Status: Completed

ACTION ITEM #2022 – 5 – 14 – USNC staff will circulate a ballot to USNC Council to establish a task force to consider guidance on funding travel requests and budgeting processes. A call will be circulated to USNC Council to establish membership.

Status: Completed

Section 3 – For Information – USNC Membership and Officer Positions

(K Lippert)

(9:30 – 9:45 AM)

Executive Summary

Kevin Lippert will briefly review the recent ANSI Ex-Co resolution on USNC membership and officer positions.

Section 4 – For Information – Update on IEC Governance Items

(9:45 – 10:45 AM)

4.1 IEC Board

(K Lippert)

Executive Summary

Kevin Lippert will report on the IEC Board meeting held on 16 – 17 June.

4.2 IEC Forum

(T Zertuche)

Executive Summary

Tony Zertuche will report on the IEC Forum meeting held on 25 May.

4.3 IEC Governance and Audit Committee

(P Pondillo)

Executive Summary

Peter Pondillo will report on GRAC activities.

4.4 IEC Diversity Advisory Committee

(M Hayes)

Megan Hayes will report on DAC activities.

4.5 IEC Business Advisory Committee

(K McManama)

Executive Summary

Kerry McManama will report on the BAC meeting held on 27 July.

Section 5 – For Information – USNC 2022 Planning Committee Update

(S Margis)

(10:45 – 11:00 AM)

Executive Summary

Steve Margis, Chair, will provide an update on the USNC's plans for the 2022 IEC General Meeting in San Francisco, CA.

Section 6 – For Information – IEC General Meeting

(K Lippert)

(11:00 – 11:30 AM)

6.1 IEC General Meeting

Kevin Lippert will review the IEC General Meeting schedule, discuss USNC participation, and bilateral meetings.

6.2 IEC Elections

6.2.1 Election by the General Assembly in 2022 of the IEC Treasurer for a three-year term of office (2023-2025):

- Mr. Pierre Selva (France)

6.2.2 Election by the General Assembly in 2022 of the Chair of the Standardization Management Board (SMB) and Vice-President of the IEC for a three-year term of office (2023-2025):

- Dr. Mr. Vimal Mahendru (India)
- Mr. Ali Pourakbar Saffar (Iran)

6.2.3 Election/re-election by the General Assembly of five IEC Board (IB) members from Group A countries for a three-year term of office (2023-2025):

- Mr. Kevin Lippert* (United States)
- Mr. Gilles Nativel* (France)
- Mr. Naoto Nashida* (Japan)
- Mr. Jochen Reinschmidt (Germany)
- Mr. Scott Steedman (United Kingdom)

** These persons will have completed a first term on the IB at end 2022.*

6.2.4 Election by the General Assembly of six "automatically appointed members" of the Standardization Management Board (SMB) for a three-year term of office (2023-2025):

- Mr. Pascal Terrien (France)
- Mr. Florian Spittler (Germany)
- Mr. Simone Germani (Italy)
- Mr. Masahide Okamoto (Japan)
- Mr. Oliver Hateley (United Kingdom)
- Ms. Hae Choe (United States)

6.2.5 Election by the General Assembly of three members of the Standardization Management Board (SMB) for a three-year term of office (2023-2025):

- Ms. Clare Hobern (Australia)
- Mr. Domino Avila (Mexico)
- Ms. Bettina Funk (Sweden)

6.2.6 Election/re-election of two Conformity Assessment Board (CAB) members from Group A countries by the General Assembly for a three-year term of office (2023-2025):

- Ms. Marie-Elisabeth D’Ornano (France)
- Ms. Joan Sterling* (United States)

**This person will have completed a first term on the CAB at end 2022.*

6.2.7 Election/re-election by the General Assembly of two members of the Conformity Assessment Board (CAB) for a three-year term of office (2023-2025):

- Mr Leonardo Machado Rocha* (Brazil)
- Mr Juan Díaz-Mazadiego (Mexico)

**This person will have completed a first term on the CAB at end 2022.*

Section 7 – For Information – USNC Finance Issues

(P Pondillo)

(11:30 AM – 12:00 PM)

Executive Summary

Peter Pondillo, VP – Finance, will report on the USNC's finances.

LUNCH

(12:00 – 12:45 PM)

Section 8 – Report from American National Standards Institute (ANSI)

(12:45 – 1:30 PM)

8.1 ANSI Report (J Bhatia)

Executive Summary

Joe Bhatia, President of ANSI, will report on ANSI’s activities.

8.2 ANSI International Policy Report (J Tretler)

Executive Summary

Joe Tretler, ANSI VP – International Policy, will report on current activities in his department.

Section 9 – For Information – IEC SMB / TMC Issues

(S Bird)

(1:30 – 1:45 PM)

Executive Summary

Sonya Bird, TMC Chair, will report on the TMC meeting held on 14 September 2022.

Section 10 – For Information – IEC CAB / CAPCC Issues

(J Sterling)

(1:45 – 2:00 PM)

Executive Summary

Joan Sterling, CAPCC Chair, will report on the CAPCC meeting held on 13 September 2022.

Section 11 – For Information – IEC Market Strategy Board (MSB) Report

(C Cramer)

(2:00 – 2:15 PM)

Executive Summary

Current issues being discussed by the IEC MSB will be reviewed.

Section 12 – For Information – USNC Rules and Procedures Committee Report

(K Willis)

(2:15 – 2:30 PM)

Executive Summary

Karen Willis will provide an update on the work of the Rules and Procedures Committee.

Section 13 – For Information/Action – USNC Nominations Committee Report

(TBD)

(2:30 – 2:45 PM)

Executive Summary

The Chair will provide an update on the work of the USNC Nominations Committee.

Section 14 – For Information – USNC Young and Emerging Professionals

(C Schmaus)

(2:45 – 3:00 PM)

Executive Summary

Carrie Schmaus, Chair of the YEP Committee, will provide a report on the Young and Emerging Professionals Committee.

Section 15 – For Information – USNC Communications Committee

(E Biery)

(3:00 – 3:15 PM)

Executive Summary

Ethan Biery, Chair, will provide a report on the activities of the Communications Committee.

Section 16 – For Action / Information – Outreach to Regional Organizations

(T Zertuche)

(3:15 – 3:45 PM)

Executive Summary

Tony Zertuche will provide an update on the SWOT analysis for USNC participation in regional groups and review the ongoing activities with the following:

- **APCF/PASC**
- **FINCA**
- **COPANT**
- **USNC Country Mentoring**

Section 17 – Future Meeting Dates

(K Lippert)

(3:45 – 3:55 PM)

Executive Summary

Kevin Lippert will review the following future meeting dates:

2022

86th IEC General Meeting
31 October – 4 November 2022
San Francisco, USA

BAC Meeting
13 December 2022
Geneva, Switzerland

2023

BAC Meeting
8 March 2023
Virtual

DAC Meeting
25 April 2023
Geneva, Switzerland

GRAC Meeting
26 April 2023
Geneva, Switzerland

BAC Meeting
27 April 2023
Geneva, Switzerland

IEC Forum Meeting
10 May 2023
Geneva, Switzerland

IEC Board Meeting
15 June 2023
Geneva, Switzerland

BAC Meeting
6 July 2023
Virtual

87th IEC General Meeting
22 – 26 October 2023
Sharm el-Sheikh, Egypt

BAC Meeting
29 November 2023
Geneva, Switzerland

Section 18 – Review of Action Items

(T Zertuche)

(3:55 – 4:00 PM)

Executive Summary

Tony Zertuche will review the action items captured during the 15 September USNC Council meeting.

Section 19 – Adjournment

Approximately 4:00 PM (ET)