

American Society of Sanitary Engineering
2009 Seal Control Board Annual Meeting Minutes
Hyatt Regency San Antonio • November 17, 2009
1:00 pm – 5:00 pm

Meeting began at 1:00 pm

1. Welcome/Introductions

Members present: William Chapin, James Finley, Ron George, Steve Hazzard, William Hall, Scott Hamilton, John Jordan, Joseph Kajak, Matt King, Bob Tesar was present via teleconference

Guests present: Sean Cleary, IAPMO; John Bertrand, Moen Inc.; John Jordan, HAPJAC; John F. Higdon, Apollo Valves/Conbraco Industries; Terry Burger, CSA International; Tim Kilbane, Symmons Industries, Inc.; Rand Ackroyd, Rich Prospal, ASSE International President, Lynn Finley

Secretariat: Kimberly Haffey, ASSE Product Listing Coordinator

2. Approval of the Agenda

(Motion #1)

Motion by Hamilton to approve the agenda Second by King. Motion approved unanimously.

3. Approval of the April 16, 2009 Meeting Minutes

(Motion #2)

Motion to accept minutes as written by Kajak. Second by George. Motion approved unanimously.

4. Standards Committee Liaison Report – R. George

There is nothing to report at this time.

5. Backflow Prevention Training – Sean Cleary

Training performed by Sean Cleary of IAPMO regarding backflow prevention.

6. One Year Field Test

(Motion #3)

Motion by Chapin to remove requirement that tester be a certified instructor. Second by Hamilton.

Pool of testers would increase if this requirement was removed.

Motion approved unanimously.

Criteria for certification for testers – which organization?

(Motion #4)

Motion by King to amend “applicants must be a certified tester and repairer through ASSE”.
Second by Kajak.

Amendment by King: Only testers whose certification meets the minimum requirements of ASSE 5110 and 5130 can qualify to perform the ASSE One Year Field Test. Amendment approved by Kajak. Motion passed unanimously.

Action Item #1: Letter to other organizations: (names of contacts to be provided by Sean Cleary, press release sent out, and ad in Drinking Water magazine.

Action Item #2: Add insurance requirements to application for field tester application form. Remove test kit information from field tester application form.

(Motion #5)

Motion by Chapin to establish a Tester Applicant Review Committee, including the staff engineer and representatives from other nationally recognized agencies. Second by Hamilton. Motion approved unanimously.

Action Item #3: Contact other organizations to be part of this committee

DCDA/RPDA field tests acceptable for DC & RP devices – J. Higdon
It will be at the discretion of the Staff Engineer.

7. Alternative criteria for accepting new laboratories

No change will be made in procedures. Criteria currently set in procedures is acceptable. ASSE conducts the audits to ensure the equipment for testing to the ASSE Standards is available at the laboratory and keeps certification process uniformed.

Action Item #4: Contact who submitted agenda item of the Seal Control Board’s decision.

8. Additional Certification Program

(Motion #6)

Motion by King not to start this program because ASSE is not a code body but is a standards writing organization. Second by Hamilton. Motion by King withdrawn. Second is withdrawn.

(Motion #7)

Motion by Chapin to forward the request to the Board of Directors. Second by Jordan. Motion passed unanimously.

9. Transferring listings from another certification body

Task group to be formed to draft purposed language change for procedures. Task group consists of Chapin, Hazzard, and Ackroyd. (*Action Item #5*)

Cleary: Please include rationale for changes in draft procedures when balloting Board of Directors.

10. Training to NSF 61

Training was performed by Dr. Su of Stevens Institute to NSF 61 testing requirements.

11. Recommendation for Chairperson & Vice- Chairperson

(Motion #8)

Motion by Hall to have Finley remain as chairperson and George as Vice-Chairperson. Second by Chapin. Motion passed unanimously.

12. Old Business

Review of action items from April 16, 2009 was made by Kim Haffey.

Low lead certification program

(Motion #9)

Motion by Hamilton to recommend to the Board of Directors to create a certification program for lead content and use test report as drafted and reviewed for the lead content. Second by George. Motion accepted unanimously.

(Motion #10)

Motion by Hamilton to recommend to the Board recommendation fee modification fee to existing listing or an additional \$250 to an application fee. Second by George. Motion passed unanimously.

13. New Business

Seal Control Board extended thanks to Apollo Valves/Conbraco Industries for promoting one year field test program.

Action Item #6: Include binder in booth information.

(Motion #11)

Motion by Chapin to adjourn and Second by King. Motion passed unanimously.

Meeting adjourned at 4:00 pm.