

American Society of Sanitary Engineering
Board of Directors Mid-Year Meeting Minutes
Saturday April 17th, 2010 • Embassy Suites, Independence OH

Meeting called to order at 8:30am by International President Ron Murray, PNW Chapter

Members Present: Ron Murray, Rich Prospal, John Flader, Ed Lyczko, Bob Tesar, Kevin Fennell, Sean Cleary, Donald Kool, Steve Silber, Dana Colombo, Jim Bickford, Don Summers

Guests: Jim Finley, Kim Haffey, Rand Ackroyd, Bill Chapin, Bill Hall, Pete Marzec, Matt Marciniak, Marianne Waickman, Ben Ryan, Phil Wentworth

1. **Approval of the Agenda**

Motion by Silber, 2nd by Cleary – approved unanimously

2. **Seal Control Board Report** – Jim Finley, Chair (written report – Appendix A)

Discussion centered on the need for ASSE to coordinate (or employ) a “field” presence to promote the acceptance of ASSE programs into the various regulatory bodies throughout the country (or world?) Murray requested Silber and Kool summarize our needs in the west.

Motion by Prospal to accept Mr. Finley’s report, 2nd by Silber – approved unanimously

SCC Accreditation: Cleary suggests sending staff and/or SCB chairman Finley to Canada for face-to-face meeting with SCC to expedite the accreditation process forward if necessary. (include assistance from IAPMO if needed). The board supports this move.

3. **Approval of the January 11th, 2010 Board of Directors Meeting Minutes**

Motion by Silber, 2nd by Cleary – approved unanimously

4. **Financial Report** – John Flader, Treasurer

Written report included 2009 accountant prepared financial statement and 1st quarter 2010 financial statements. Copies provided in board packet.

Murray presented written memo from legal counsel concerning R&E and Legionnaires Trusts.

Motion by Cleary to approve financial report, 2nd by Silber – unanimously approved.

5. **President’s Report** - Ron Murray

2011 Winter meeting (Tucson AZ) hotel contract signed.

2011 Annual Meeting (New Orleans LA) hotel contract signed.

One Year Field Test conversation.

Ray Ehrlich suggesting geographic/demographic changes to the ASSE Regional structure.

Development of PQ standards for the Service Plumber, Pathogens for Plumbers, Hospital Protocol, stand-alone fire sprinkler systems, NFPA 25.

Motion by Silber to apply for ANSI pins to develop PQ standard for testing and maintaining fire sprinkler systems. Another pin for fire sprinkler installer. 2nd by Kool – approved unanimously.

Motion by Silber (2nd by Cleary) to apply for ANSI pin to develop PQ standard for HVAC/R Professional Qualification Standard – approved unanimously

Motion by Cleary (2nd by Prospal) to apply for ANSI pin to develop PQ standard for Plumbing Inspectors (standard development co-sponsored with IAPMO – including the expense – IAPMO does the training – ASSE does the certifying) – approved unanimously

Motion by Cleary (2nd by Silber) to apply for ANSI pin to develop PQ standard for Mechanical Inspectors (standard development co-sponsored with IAPMO – including the expense – IAPMO does the training – ASSE does the certifying) – approved unanimously

Motion by Silber – 2nd by Flader to approve President Murray's report – approved unanimously

6. **Vice Presidents Reports**

Report of 1st Vice President - Jim Bickford

Reported on Florida chapter activities including IRC changes.

Report of 2nd Vice President - Don Summers

Reported on PQ standards development format and residential service plumber topics when that standard working group begins meeting. Watching state level issues.

Report of 3rd Vice President - Steve Silber

Reported on CA backflow issues, involvement with industry tech committees (we need to have a voice) and Zimmer technical exhibition.

Motion by Cleary, 2nd by Silber to apply for a seat on the IAPMO tech committee, the ICC technical committee and the NSPC technical committee. Approved unanimously.
(Board President and/or Board members make application)

11:55am Murray called executive session - then lunch

1:00-1:45pm - presentation by Phil Wentworth of Kavi / Online Collaboration Tools

7. **Report of Regional Directors**

Region 1 – Don Kool

PNW chapter alive and well. Joint meetings with ASPE. Working on Arizona chapter with Triphan. Vegas chapter static – nothing to report. Silber working with CA chapter. Checking account funds resurrected. Chairing firestop working group for 9000. Involved with Zimmer exhibition ideas.

Region 2 – Don Reichartz

Not in attendance

Region 3 – Dana Colombo

Recent chapter meeting well attended. Ex director of the home builders association spoke on House Bill 1099 (secondary license for residential level plumber). Bourbon Orleans Hotel contract signed for 2011 Annual Meeting.

Region 5 – Kevin Fennell

Florida chapter maintaining well attended monthly meetings – educational and informative.

Verbal report on the home builders vs. residential fire sprinklers battle in Florida.

Region 6 – Ed Lyczko

Local apprenticeship contest went very well. Recently gave 6040 presentation to local group. Will be representing ASSE at the NFPA convention in June.

Region 7 – Sean Cleary

Working to motivate more members to attend functions. Recently hosting joint meetings.

Region 8 – Robert Tesar

Reported that we have 146 members-at-large.

International Past President - Richard Prospal

Invited to judge the apprentice contest at the UA training (MI).

Traveling to Tajikistan for the World Health Organization to assist in the creation of water safety plan for hospitals in the region.

Scald awareness committee making progress on white paper. Deadline for completion July 15th, 2010. Then promote through brochures, news releases, video, etc. (written report – Appendix B)

1016 harmonized document (Appendix C).

Motion by Silber – 2nd by Cleary to move forward with harmonization of 1070 – passed unanimously.

8. **Product Standards Committee Report** – Edward Lyczko, Chair (written report – Appendix D)
Motion by Lyczko to move 1021 (air gaps for dishwashers – no listees) to inactive status. 2nd by Prospal – passed unanimously

Motion by Lyczko to match the edition of a referenced standard to the timeframe when the referenced ASSE standard was developed. 2nd by Summers – passed unanimously

9. **CCC Technical Committee Report** – Sean Cleary, Chair (written report – Appendix E)

10. **Annual Meeting Planning Committee Report**

November 9-13, 2010 (Las Vegas)

Motion to adopt annual meeting fee schedule as presented by John Flader – unanimously approved. Committee met on April 15th to set registration & sponsor fees.

November 7-11, 2011 (New Orleans)

Contract signed for Bourbon Orleans Hotel

11. **Management Review (SCB)** – Kim Haffey

Board of Director discussion of goals, plans and improvements going forward.

Kim will compile suggestions for further action.

IAPMO (review areas of cooperation) – covered in other portions of the meeting.

Cleary will request IAPMO draft a 3 year audit sub-contract to negotiate renewal. (current contract expires September 2010)

12. **Old Business**

Scholarship Program – Rich Prospal, Chair (written report – Appendix F)

Discussed ideas to increase funds for 2010 and 2011 scholarship recipients.

Insinkerator is donating \$1,500 to the scholarship fund.

Motion by Silber, 2nd by Summers instructing the Scholarship committee setup a separate 501c3 to operate the scholarship program as a separate entity from ASSE – approved unanimously.

13. **New Business**

Determine Fee schedule for schools approved to teach any PQ certification programs.

Motion by Fennel, 2nd by Summers to set the fee schedule:

\$750 initial

\$300 additional initial

\$300 every 3 years for all programs

Bickford requests Van Wagnen investigate the cost to transfer documents to digital format and filing system.

Van Wagnen is instructed to start the interview process for our next full time new hire.

Put the Zimmer/Annual Meeting logo on our email signatures. Run it by Cleary before we attach it to our emails (some board members want it too)

Prospal gave oral report of the World Plumbing Council (history / timeline / goals / benefits)

Meeting Adjourned 5:45pm

Appendix A

Seal Control Board Report – 2010 Mid-Year Meeting

The meeting began at: 8:30 am

One Year Field Test Program – tester requirements

The current requirement is that the testers meet 5110 and 5130 requirements but it is not clear who qualify to meet these requirements. Task group will be reviewing them for clarification. Members: Bill Chapin (Chair), John Higdon, and Sean Cleary

1060-2006 Laboratory Capabilities

Discussion held that current approved laboratories no longer have capabilities/equipment to test to some sections of standard. (test regarding flooding of enclosure and freezing) The PSC liaison was instructed to discuss these testing requirements during the PSC meeting on Friday.

Standards Council of Canada – report was made regarding status of application with SCC – SCC is still reviewing our responses to the non-conformities

Lead Content Certification Program – request was made to clarify lead content certification program press release to include statement that during the evaluation of the products, the laboratory calculates the lead content of the product and also performs a fiscal analysis of the material of the product.

City of Los Angeles – Acceptable Certification Bodies - Upon request of a listee, discussion was held on the city of LA's requirements for certification programs. Based on LA's requirements, currently an ASSE listed product is not accepted since ASSE is not on their list of certification programs they will accept. Kim Haffey was instructed to investigate what ASSE must do in order to be listed with the city of LA as an acceptable certification body and to report this to the SCB.

1060- 2006 Listings - In order to address some concerns regarding requirements within ASSE Standard 1060, a motion was made to amend the 1060-2006 test report form to add the language of Section 1.2.3 of 1060-2006 standard as a yes or no check box, notify 1060 listed manufactures of oversight on test report form and request evidence of compliance to 1.2.3 regarding third party certification on heaters for wet/damp locations used with the enclosures be submitted within 90 days. The SCB decided if corrective action is not submitted after 90 days, listings will be suspended until corrective action is received. Amended copies of the 1060 test report form will be forwarded to the listed testing laboratories. In addition, for future use, a general form letter will be drafted to be forwarded when a complaint is received.

The meeting adjourned at 10:15 am.

Appendix B

Committee for Scald Awareness Progress Report - April 2010

We held our third conference call meeting on Monday, April 12th and discussed a preliminary draft that Ron George put together. The committee made many minor revisions and reviewed the sections that needed to be completed. Many of the members volunteered to provide the necessary additional data to complete these sections.

All of these contributions must be in by April 30th to be incorporated into draft #2 and distributed to the committee prior to the next conference call on May 10th. At that call we hope to get to final draft and have a completed document by July 15th for submittal to the Board.

What this will be is a “White Paper” outlining “Scald Hazards Associated with Low Flow Shower Heads Served by Older Type, Non-Safety Shower Valves”. It is being written in as non-technical terms as possible for anyone to understand including the layman (Mom & Pop). We would hope to distribute the paper not only to all of our industry, but also to investigative news type television programs, the Discovery Channel and even Myth-Busters.

Appendix C

ASSE/CSA/ASME Harmonization Progress

As of April 8, 2010, CSA has published the latest draft revisions to the harmonized standard on their website, beginning the 60 day public comment period. This period end June 7, 2010.

In order to complete each organizations review process in a timely and concurrent manner, we will send a ballot to the Product Standards Committee (30 day period) and ASME will ballot their A112 Main Committee (30 day period) on the 31st day or May 10th with a closing date of June 8, 2010. In this way, all comments from all three organizations can be handled at the same time. If there are any technical comments, the newly formed joint task group will attempt to resolve them. The document will then go into the 30 day ANSI public review comment period. Again, comments will be resolved by the joint committee.

When this is completed, the final draft will come to the ASSE Board, the CSA Board and the ASME Board for final ratification.

Then we will have a harmonized standard. This effort for our 1016 standard started in 2005.

Appendix D

American Society of Sanitary Engineering

Product Standards Committee Meeting

Friday, April 16, 2010 – Embassy Suites Hotel – Cleveland West

1. Introductions

Members Present: Edward Lyczko, Cleveland Clinic; Steve Hazzard, ASSE; Ron George, Ron George Design & Consulting Services; Dr. Su, Stevens Institute of Technology; Shabbir Rawalipindiwala, Kohler; Hamid Naderi, ICC; John Higdon, Apollo/Conbraco; Tom Pitcherello, ; Judd Collins; Pete Marzec; William Briggs.

Guests Present: Robert Tesar; Herb Hoepfner, Hoepfner Products; Bill Chapin, Cash Acme/Reliance; Bill Ball, WCM Ind.; Richard Prospal; Don Kool; Bill Hall, Leonard Valve; Rick Cota, Leonard Valve; Charles Hernandez, PMI; Ron Murray, ASSE

Meeting called to order at 8:30 AM

2. Motion #1 by Collins to approve the agenda. Second by Marzec.
Approved unanimously.
3. Motion #2 by Rawalipindiwala to approve AM minutes.
Second by Pitcherello.
Approved unanimously
4. George gave Seal Control Board report.
There are problems with testing large sizes to 1060.
Motion #3 by Higdon to send 1060 back to working group to discuss and adjust test.
Second by Pitcherello.
Motion passed unanimously.
5. Ackroyd gave Code Update. All 3 National codes are currently in cycle & no more proposals can be given. Trap-Seal devices are not referenced in any code.
6. Standards Update Chart by Hazzard. Standards 1019, 1016, 1037 & 1066 are currently in stages of revision. Standard 1037 Chairman will be contacted to address ballot comments & move Standard along. Standards 1018, 1022, 1032 & 1044 coming up & 1010 needs revision.
7. 1016 Harmonization – PSC will be balloted & an attempt will be made for all 3 standards to be concurrent. 1002, 1037 & 1070 will also be harmonized in the future.
8. Nomenclature Update by George. Reclaimed, Reused water, GREEN PLUMBING & other buzzwords are being suggested. Committee will come up with definitions. There are still many current dictionaries available.
9. ASSE 1003- Need to include sizes larger than 3"? It was decided to leave the standard as is since no requests have been made by manufacturers.

10. ASSE 1021-2001- Should we move to inactive status rather than revise it when there have been no listings?

Motion #4 by Higdon to recommend to the Board that Standard 1021-2001 be moved to Inactive status.

Second by Marzec.

Motion passed unanimously.

11. What is correct way to reference Industry Standards in ASSE Standards?

Motion #5 by Naderi to recommend to the Board that specific editions of standards be referenced in all ASSE Standards.

Second by George.

Motion passed unanimously.

Action Item Include decision in ASSE Standardized Format

12. Ball brought up a 1999 Ballanco Engineering Report on ASSE 1019 listings. The PSC decided to allow the 1019 Working Group handle the matter since the Working Group is currently revising the standard.

13. No Old Business

14. No New Business.

Motion #6 by Collins to adjourn.

Second by Naderi.

Motion passed unanimously.

Meeting adjourned at 10:30 AM.

Appendix E

CCC Tech Committee – Sean Cleary will provide minutes 4/26/10

Appendix F

Scholarship Committee Mid-Year Meeting Report April 17, 2010

The Scholarship Committee met by conference call on March 3, 2010 and agreed to some revisions to the program. The first was to revise the letter to the sustaining members requesting more financial participation and enclose \$200.00 worth of raffle tickets.

We also elected to change the cut-off date to August 10, 2010 in order to have an accurate count of how many scholarships we will award this year. The normal date would have been September 14, 2010. Once this number is known, we will then make a judgment call to request some additional funds from the General Fund to overcome the possible deficit for this year.

As of the latest financial statement, we sold \$ 1,675.00 worth of raffle tickets. This seems to be about on course with last year's sales. Our total funds to date, including the 5% of publications, is \$3,284.00 with \$2,446.00 available for scholarships.

We also decided to revise the raffle prizes for the 2011 program and not have the 50/50 share. The new prizes will be: 1st - \$2,500.00; 2nd - \$1,000.00 and 3rd & 4th - \$ 500.00 each. This will allow us to build some reserve back into the fund.

One other suggestion was made by one of the committee members and we decided to wait and see how the finances shape up this year and also to bring it to the Board for discussion – To assess each Sustaining member company \$10.00 and each individual member \$5.00 to finance the Scholarship Fund.

Just last week, I received a letter from IN-SINK-ERATOR stating that they will again sponsor a \$1,500.00 award to an applicant from Wisconsin.

As of this writing, we received two requests for applications with one of them being ineligible due to not being a member of ASSE.