

**AMC Interim Meeting Minutes**  
San Antonio, TX  
January 2017

**Meeting Call to Order 5:00 pm**

**2016 Annual Meeting Minutes** approved

**Budget Review and Discussion**

- Budget is in good standing
- Year over year 2016 to 2017 budget expenditures are very similar
- Budget Report approved

**Board of Director Report**

NCWM Board Meeting (January 2017) For AMC Report

Central Meeting: May 22-25 Embassy Suites

**North Dakota**

New W&Ms Director Konrad Crawford

**South Dakota**

Working on a new Laboratory

Having problems with a company wanting to use a non-NTEP product in the US.

**Vermont**

Record number of test reports in 2016 (NY limited early in year and NH closed late in the year)

**Massachusetts**

Charlie Carroll retiring this week (January 15, 2017) after 58 years.....

Don't have a replacement due to no funding in the budget – position not posted yet

Funding proposal hopefully approved in January.

**Utah**

Hosting CNG training –inviting other states

Looking at building new buildings/lab – more inspectors – administration supporting W&M

**Arizona**

Found 88 skimmers in 2016

Working with law enforcement and retailers on skimmer device detection

Non-NTEP devices being used for rocks, gravel, water, etc.

**Saipan Trip (Brett with funding from AMC)**

25 trainees for training from multiple islands

Did package checking (most everything they have is “imported”).

Had local media show up including articles and television.

Had not received training in 15 years.

Approx population is 53,000

Challenge is lack of funding.

**NIST**

NIST Training will be given at each of the 4 regional meetings in 2017

Willie May retired January 3<sup>rd</sup>. Will have an acting Director Kent—New Director may take 1-2 years....

Administrative Workshops (in 2017) Dates are set – Stakeholder presentation added (Guay and Straub)

NIST “Train the Trainer” Criteria – documented expertise?

Next Meetings

2017 Annual Meeting: Pittsburgh, PA July 16-19

**2018**

Interim Meeting: St Petersburg, FL Jan 21-25

Annual Meeting: Tulsa, OK July 15-19

2019 Interim Meeting – Charleston, SC January 13-16

Charter Team – Looking at feasibility of voting at both January and July meetings.

- Group discussion regarding the preparation of materials and the speed in which it is worked on prior to voting at the conference. Some concern that the items are being developed at the National Conference and not at the Regional Conferences.

Electronic Voting—Optimizing equipment, procedures and layout for successful use.

Two By-law changes being proposed

- Extend Treasurer term to 3 years
- Clarify Voting Terminology

Board Policy Changes being contemplated

- Adding an Assigned category

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

The Committee reviewed all items on the agenda and a formal report will be released shortly

### **Professional Development Report**

- PDC will be presenting first at the annual meeting
- Weighing and measuring modules are submitted – waiting on supervision
- Safety Task Group has been formed and Julie Quinn is the Chairperson
- The group will be looking for representatives in industry and regulatory agencies for participation.
- The PDC will be working on the post testing surveys as the next agenda item.

### **Marshall Islands – Brett Gurney Update**

- Training was completed in 2016
- Much of the equipment had not been certified in a long time
- The largest concern was that packages were not being weighed correctly
- Brett trained 7 jurisdictions
- The training was badly needed

### **Training Fund Applications**

Michigan ASTM Training Request \$14,000

Tim White in attendance to review the application

- Intent is to have laboratory employees and field employees trained to be experts in Diesel Fuel
- Debate regarding the amount of the application and the importance of training.
- The committee voted and approved \$3,750

### **Filling Vacant Positions**

- Paul Lewis is retiring, Steve Grabski is no longer attending NCWM. These positions will need to be filled.
- Bob Weise and Prentiss Searles volunteered to be on the committee

### **Review Training Fund Policies**

- Is there a need to formalize the AMC Training Funds disbursement criteria?
  - Review AMC Committee Training Funds guidance document
- The group feels the current document & application for AMC Funds is acceptable

How can industry be more involved in the conference?

- Industry is actively involved in the conference?
- Can industry become more involved in PDC's training program?

**New Business**

- Discussion regarding the day and time of the AMC Meetings.
  - Committee work interferes with the AMC Meeting
  - Richard will discuss with NCWM at a later date

Meeting Adjourned 6:35 pm

Attendees

Chris Guay	Proctor & Gamble
Brett Gurney	Utah W&M
Jerry Buendel	WA W&M
Fran Elson-Houston	Ohio W&M
Tim White	MI Department of Agriculture & Rural Development
Jimmy Cassidy	City of Cambridge W&M
Bob Wiese	NW Tank
Bill Callaway	Crompco
Rebecca Richardson	M4 Consulting
Prentiss Searles	API
Bob Murnane	Seraphin Test Measure