

Professional Development Committee (PDC) 2026 Annual Meeting Agenda

Scott Wagner, Committee Chair
Colorado

INTRODUCTION

This is the agenda of the Professional Development Committee (hereinafter referred to as the “Committee”) for the 111th Annual Meeting of the National Council on Weights and Measures (NCWM). This report is based on the Interim Report offered in the NCWM Publication 16, testimony heard at public hearings, comments received from the regional weights and measures associations and other parties, the addendum sheets issued at the Annual Meeting, and actions taken by the membership at the voting session of the Annual Meeting. The Informational items presented below were adopted as presented when the Board’s report was approved.

Table A identifies the agenda and appendix items. Agenda items are identified in the Report by Reference Key Number, Item Title, and Page Number. Item numbers are those assigned in the Interim Meeting agenda. A Voting item is indicated with a “V” after the item number. An item marked with an “I” after the reference key number is an Informational item. An item marked with a “D” after the reference key number is a Developing item. The developing designation indicates an item has merit; however, the item was returned to the submitter for further development before any action can be taken at the national level. An agenda “Item Under Consideration” is a statement of proposal and not necessarily a recommendation of the BOD. Suggested revisions are shown in **bold** face print by **striking out** information to be deleted and underlining information to be added. Table B lists the results of any Voting Items.

Items may be grouped into “Blocks” if they are:

- **Opposing Items:** Items in direct conflict with each other, and only one may be adopted,
- **Interdependent Items:** Items addressing a similar topic where, if one is adopted, all need to be adopted, and
- **Related Items:** Items addressing a similar topic across multiple codes or regulations.

Some Voting Items are considered individually; others may be grouped in a consent calendar. Consent calendar items are Voting Items that the Board has assembled as a single Voting Item during their deliberation after the Open Hearings, assuming that the items are without opposition and will not require discussion. The Voting Items that have been grouped into consent calendar items will be listed on the addendum sheets. Prior to adoption of the consent calendar, the Board will remove specific items from the consent calendar upon request to be discussed and voted upon individually.

The Board may change the status designation of agenda items (Developing, Informational, Assigned, Voting and Withdrawn) up until the report is adopted, except those items which are marked Developing, Informational, Assigned or Withdrawn cannot be changed to Voting Status. Any change from the Board Interim Report (as contained in this publication) or from what appears on the addendum sheets will be explained to the attendees prior to a motion and will be acted upon by the active members of NCWM prior to calling for the vote.

An “Item under Consideration” is a statement of proposal and not necessarily a recommendation of the Board. Suggested revisions are shown in **bold face print** by ~~striking out~~ information to be deleted and underlining information to be added. Requirements that are proposed to be nonretroactive are printed in ***bold faced italics***. Additional letters, presentation and data may have been submitted for consideration with this item. Please refer to <https://www.ncwm.com/publication-16> to review these documents.

All sessions are open to registered meeting attendees. If the Board must discuss any issue that involves proprietary information or other confidential material; that portion of the session dealing with the special issue may be closed if (1) the Chairman or, in his absence, the Chairman-Elect approves; (2) the Executive Director is notified; and (3) an announcement of the closed meeting is posted on or near the door to the meeting session and at the registration desk. If possible, the posting will be made at least a day before the planned closed session.

Subject Series List

Education	EDU Series
Program Management.....	PMT Series
Other Items.....	OTH Series

**Table A
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**Table B
Glossary of Acronyms and Terms**

Acronym	Term	Acronym	Term
CWMA	Central Weights and Measures Association	OWM	Office of Weights and Measures
NCWM	National Council on Weights and Measures	PDC	Professional Development Committee
NEWMA	Northeastern Weights and Measures Association	SWMA	Southern Weights and Measures Association
NIST	National Institute of Standards and Technology	WWMA	Western Weights and Measures Association
SETG	Skimmer Education Task Group		

Details of All Items
(In order by Reference Key)

1 **EDU – EDUCATION**

2 **EDU-1 I Professional Certification Program**

3 The NCWM offers eleven professional certification exams and two basic competency exams. The certification exams
4 include Retail Motor Fuel Dispensers, Vehicle-Tank Meters, Small Capacity Scales, Medium Capacity Scales, Large
5 Capacity Scales, Precision Scales, LPG and Anhydrous Ammonia, Price Verification, Basic Package Checking,
6 Package and Labeling, and Method of Sale. The competency exams include Basic Weighing Devices and Basic
7 Liquid-Measuring Devices. Professional certifications must be renewed every five years, and NCWM notifies
8 candidates whose certificates have expired.

9 NCWM initiated a Registered Service Agent (RSA) testing program in 2024. The program was established to provide
10 testing for RSAs that could be used to meet regulatory licensing and registration requirements across the United States.
11 The exams would greatly reduce travel and out-of-service times for the RSAs. The NCWM programs also relieve
12 states of the burden of maintaining a testing program. As of January 2026, the RSA program offers exams for
13 Handbook 44, Small Capacity Scales, Retail Motor Fuel Dispensers, Vehicle Tank Meters, LPG and Anhydrous
14 Meters, Large Capacity Weighing Devices, and Electric Vehicle Fueling Systems (EVSE). NCWM is also hosting
15 the following state-specific exams: Nebraska, Ohio, Wisconsin, Minnesota, and New Hampshire.

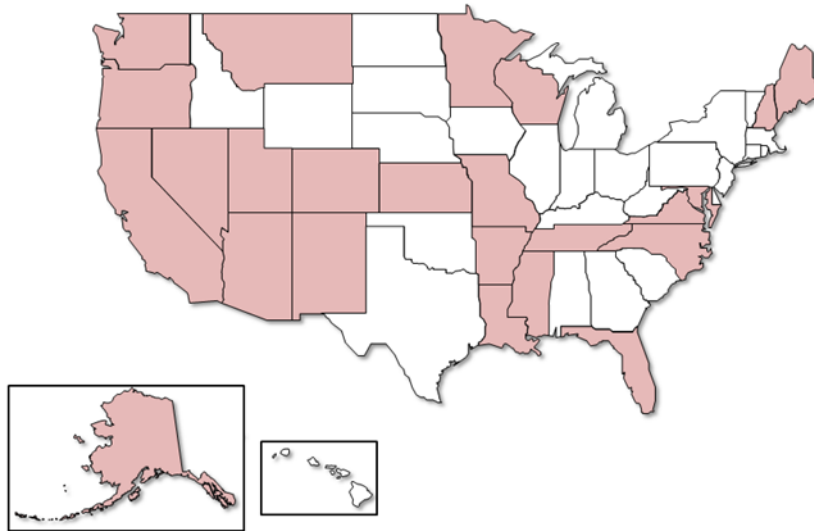
16 Proctoring of exams was initiated in August 2018 and may be done virtually or in-person. Virtual proctoring was
17 initiated in May 2021 and is offered at no cost to members. Guidance for virtual proctoring can be found on the same
18 webpage, and more detailed information, including a helpful YouTube video on preparing for proctoring can be found
19 on the ProctorU website at [Gauge Test Taker Walkthrough](#). In-person proctoring is available through the state
20 programs. The policy on proctoring was changed in August 2023 to allow individuals within a program to proctor
21 exams. The prospective proctor and the state director must sign an agreement provided by NCWM, and the NCWM
22 Executive Director must approve the proctor. Other government agencies, higher education institutions, and
23 commercial testing services may be approved as proctors.

24 **Number of States with Proctors**

25 The map below shows the states that have proctors available as of September 2025. For more details visit the
26 [NCWM website](#).

27

Distribution of Certified Proctors:
 Basic, Professional Certification, and RSA Exams
 Updated: September 2025



1
 2 The table below shows the number of virtual and in-person proctored exams completed in FY 25.

	In-person	Virtual
Professional Certification	154	37
Basic Competency Certification	33	5
Registered Service Agents	19	38

5
 6 **Status of Current Tests**

7 The NCWM has issued 1588 professional certificates since program inception through September 30, 2025. Of the
 8 certificates issued, fifteen have been issued to individuals in the private sector.

9 **NCWM Professional Certificates**

10 The table below shows the number of certificates awarded over the past ten years and the cumulative total since
 11 program inception.

	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Certificates Awarded	140	142	257	53	56	60	56	80	158	83
Cumulative	643	785	1042	1095	1151	1211	1267	1347	1505	1588

- 1 The table below shows the states using the professional certification program and the number of certificates earned
- 2 since program inception including expired certificates. The Committee applauds these states and encourages increased
- 3 use of the certification program.

State	Certificates	State	Certificates	State	Certificates
Minnesota	233	Nevada	32	Vermont	9
Louisiana	201	Montana	29	Wyoming	7
Missouri	143	Maine	27	Delaware	6
Wisconsin	103	New Mexico	26	Alabama	4
Maryland	99	Colorado	19	Michigan	3
Virginia	86	New York	19	South Dakota	3
Alaska	65	Connecticut	15	Utah	2
North Carolina	57	Private	15	New Jersey	2
Mississippi	56	Ohio	14	Oregon	2
Washington	51	Indiana	13	Tennessee	2
Kansas	49	Massachusetts	12	Florida	1
Arizona	44	Idaho	11	Iowa	1
California	41	Arkansas	10	New Hampshire	1
Nebraska	33	Pennsylvania	10	West Virginia	1

4 **NCWM Basic Competency Certificates**

- 5 The table below shows the number of basic competency certificates awarded since program inception.

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Cumulative
Basic - Measuring	0	40	14	5	7	3	4	6	69
Basic - Weighing	1	30	11	12	9	2	4	7	73
Total Awarded	1	70	25	17	16	5	8	13	142

- 6 The table below shows those states with individuals holding a basic competency certificate. The Committee applauds
- 7 these states and encourages increased use of the certification program nationwide

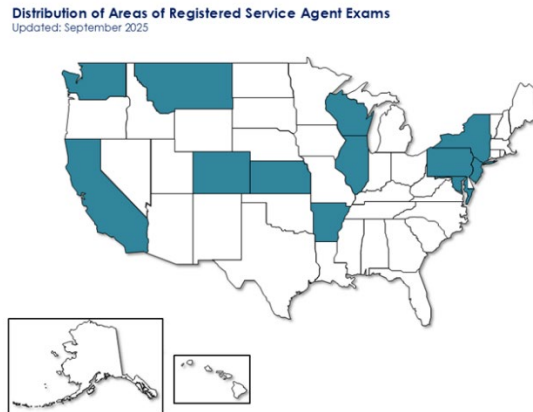
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State	Certificates	State	Certificates
Louisiana	69	Arkansas	2
Tennessee	42	Nevada	2
Montana	16	Kansas	1
Alaska	7	Nebraska	1
Colorado	5	Private	1
Florida	3		

1 **NCWM RSA Certificates**

2 NCWM awarded 29 RSA certificates during FY 24-25.

The map below shows the states where an RSA exam was awarded.



3 The table below shows the number of RSA tests attempted and certificates awarded in FY 25.

	Small Capacity	Large Capacity	RMFD	VTM	LPG	Handbook 44	EVSE	Totals
Attempted	6	4	5	12	9	11	10	57
Awarded	1	1	2	6	3	10	6	29

4

5 **NCWM Meeting Comments:**

6 2026 Interim Meeting: Jerry Buendel (Washington - Retired), Professional Certification Program Coordinator, gave
 7 an update of the professional certification program. Mr. Buendel presented an update on the certification program and
 8 spoke about new Registered Service Agent (RSA) exams that are available. Scott Wagner, Colorado, thanked
 9 everyone for working on exams, encouraged other states to participate, and shared how Colorado operates the program.
 10 Scott mentioned that the cost of the program is minimal for service companies and accepted by multiple states. Kristin
 11 Walter, Arkansas, thanked everyone for their work. She has been tasked with finding a good training program for her
 12 staff and is thankful to have the modules available through NCWM. She mentioned the statements and objectives
 13 could be complex and take time to research. Matt Douglas, California, supports the program and is not deterred by the
 14 failure rate, the exams were not meant to be easy. They are qualified standards of professionalism. Alison Wilkinson,
 15 Maryland, Echoed the comments already heard.

16 Alison shared how Maryland’s program is run. In addition to twice a year exam, RSA’s must sign an agreement stating
 17 that they understand Maryland laws. Maryland also uses the professional exams for staff development. Jason Flint,
 18 New Jersey, stated they would like to use the NCWM RSA exams in New Jersey and are looking towards industry for
 19 legislative support. Robbie Parke, Washington, commended Jerry for his work. Robbie suggested CEP courses for
 20 experienced inspectors to know how to handle new codes and how they impact inspections. Don Onwiler, NCWM,
 21 shared that when he took the exams, he passed the first time because he understood the handbooks. Don also shared
 22 where to find the RSA list on the NCWM website and said the intention is to have one set of tests to cover multiple
 23 states.

24 **Regional Association Comments:**

25 WWMA 2025 Annual Meeting:

1 Miland Kofford UT, Thanked the PDC and Jerry Buendel for work on the professional certification exams. These
2 exams establish essential steps for career development.
3 Brent Ricks MT, Professional development is the responsibility of all of us, and we appreciate NIST's involvement,
4 but we need to be self-reliant in training our people. Introduce the concept of empowering ourselves to bring forward
5 ideas to elevate professional development. There is no excuse for a state not to have proctors available for these exams,
6 as the NCWM has made this process very easy.
7 Robbie Parke WA, New in role as director, vacancies, professional development is needed for core competencies for
8 all W&M inspectors.

9 The committee recommends an informational classification for this item.

10 CWMA 2025 Interim Meeting:

11 Wyatt Spieker, State of Iowa. List of exams need to be updated to include EVSE for both Professional Certification
12 and RSA exams.

13
14 The committee recommends this as an informational item.

15
16 NEWMA 2025 Interim Meeting:

17 Cheryl Ayer (New Hampshire) updated membership about upcoming exams. Jerry Buendel, Professional Certification
18 Exam Coordinator is actively soliciting SME's to participate in a review and rewrite of the small capacity weighing
19 system professional certification exam.

20 The committee recommends this as an informational item.

21 SWMA 2025 Annual Meeting:

22 Alison Wilkerson, Maryland recognized the great testing resources available through the program. She noted and
23 thanked the individuals who assisted in the process. She also suggested more states start to use the exams and more
24 in-person proctors per state to make it easier for RSA to accomplish them.

25 The committee recommends this as an informational item.

26 **EDU-2 I Training**

27 The purpose of this item is to share best practices and approaches to training in response to the broad training needs
28 of weights and measures jurisdictions and to serve as a link to various training materials on the web. The NIST
29 OWM PDC Liaison will regularly provide updates to the Committee on OWM's training resources and activities.
30 Details of these updates can be found below and in prior Committee reports. **NCWM Meeting Comments:**

31 2026 Interim Meeting: Dave Sefcik, NIST OWM shared where NIST training is on their website and information on
32 the changes and upcoming EPO's.

- 33 • EVSE Comprehensive Metrology Training program is in development. NIST OWM expects the training
34 materials to be ready by the end of summer and the course to be fully developed in a year.
- 35 • Information Hours continue to be successful and popular. Seven sessions are planned for 2026. The dates for
36 the Info Hours sessions will be announced in February.
- 37 • EPO updates are still in progress. They estimate the updates will be complete by the end of April and plan to
38 publish an updated version of NIST Handbook 112 by the end of May. The publication will feature new
39 EPOs for Weigh-In-Motion, Grain Moisture Meters, and an annex to EPO 28 for guidance and selection of
40 reference scales used in CNG testing.
- 41 • NIST OWM conducted a Loading Rack Meter/Vehicle Tank Meter Training in June 2025. The training was
42 a hybrid format, with some of the training taking place via webinar and the in-person field training taking
43 place in Springfield, IL.

- 1 • NIST OWM will conduct a Large Scale Field Training in 2026. Training will be a hybrid model with some
2 training taking place via webinar. Dates and location of field training TBD.
- 3 • NIST provides National and Regional Short Course Training Seminars. Those interested are encouraged to
4 please reach out to the OWM.
- 5 • NIST will continue to develop E-Learning Resources for their website.

6 David Sefcik acknowledged NLMP team for their work impacted by the government shutdown. Jason Flint, New
7 Jersey, asked if the EPO's will be updated after the changes, and Dave stated yes. Joanna Cartee, Georgia, asked if
8 there is a separate website for webinars or if they are all on NCWM. Dave stated yes NIST training is separate and
9 located on NIST website. Matt Douglas, California, thanked everyone and for always being there to assist. Scott
10 Wagner, Colorado, asked if large scales were offered hybrid training and Dave responded yes, they are trying to move
11 to a hybrid model. Loren Minnich, NIST is working with Jason Glass, Kentucky, on organizing a large-scale training
12 and video. The goal is to continue recording and post their webinars and to have them available for reference. Don
13 Onweiler, NCWM showed where the link is on the website. John McGuire, NIST highlighted information hours. Scott
14 Wagner, Colorado, encourages everyone to take advantage of their webinars. Mahesh Albuquerque, Colorado, Chair
15 of the EVSE Planning Committee, provided EVSE training updates. The 2025 training in Denver was at full capacity,
16 and he is looking forward to the 2026 training in Garden Grove California. He thanked the committee for their work
17 and encouraged members to visit the website to sign up for training.

18 **Regional Association Comments:**

19 WWMA 2025 Annual Meeting:

20 Jose Arriaga, Orange County CA, Thanks to NCWM for EVSE training, he received positive feedback from his staff
21 who attended. Recommend training for e-commerce oversight and application of e-commerce regulations and
22 enforcement.

23 Kurt Floren, LA County CA, Also supports e-commerce training, we need uniformity in application across all
24 jurisdictions. Question on EVSE training, is it a good model to have regulators and Service Agents combined in the
25 same training?

26 Matt Douglas CA CDFA, Supports e-commerce training, uniform messaging is critical for e-commerce. Additional
27 support may be required to identify responsible parties.

28 Aaron Yanker CO, Regarding RSAs and Regulators in the EVSE training is beneficial for building collaboration
29 through joint attendance, but recognizes challenges with combined training.

30 Mahesh Albuquerque, CO, Appreciates the comments, the committee's conducted a post training recap. Training was
31 mostly W&M officials with approximately 10 RSA's. The RSAs did not perform as well as the regulators on their
32 exam. RSA prep work was recommended, not required for participation.

33 Kurt Floren LA County, Asks if there should be an RSA specific format for training?

34 Mahesh Albuquerque, CO, There may be value in separate training for RSAs

35 Miland Kofford, UT, He attended the training and stated the interaction and collaboration between the RSAs and
36 regulators was good. Application and interpretation is different between the two and likes the idea of break-out
37 sessions for RSAs and regulators.

38 Mal Skowron, Tesla, Very useful to have interaction and hear firsthand on challenges. The dialog between RSAs and
39 regulators is very valuable and supports the combined training. Her attending EVSE training, she has now identified
40 what level technician to send to subsequent EVSE training.

41 Khoa Lam, LA County, Attended the EVSE training. EVSE industry will continue to grow and the number of RSA's
42 will increase. Khoa stated that RSAs have specific needs and resource constraints. Suggested methodology for
43 designing future training to incorporate distinct sessions for RSAs and regulators. Recommended recording training
44 and incorporating a video component for onboarding and future training.

1 Scott Simmons P20:10 Services LLC, As a national trainer he knows that RSAs operate differently than W&M
2 inspectors. RSAs are frequently making repairs and placing devices into service and their starting point is at different
3 places. Although there are benefits to having the training split, having a blended training would provide a benefit to
4 both parties.

5 Dan Hollow, TESCO, We have training videos on EVSE test equipment use on our website.

6 Kurt Floren, LA County, Important to clarify the RSA requirement that a device must be “correct”.

7 Aaron Yanker, CO, Echoed Mr. Floren’s comment and we need to get RSAs engaged across all devices for uniformity.
8 This will establish confidence in and consistency with RSA and regulator training.

9 Brent Ricks, MT, Values comments and perspectives heard today and wished to task the committee to develop
10 trainings across jurisdictions. Taking the HB 44/130 training is a great benefit. Set up a training path to promote device
11 knowledge for each device type.

12 The committee recommends an informational classification for this item.

13 CWMA 2025 Interim Meeting:

14 Loren Minnich (NIST OWM)

15 NIST is attempting to decide best way to approach in training, as travel for in-person training is expensive and is a
16 restraint; Supplemental resources are on website; NIST is going to continue to develop self-taught webinars. Continue
17 to visit NIST Website!

18
19 The committee recommends this as an informational item.

20 NEWMA 2025 Interim Meeting:

21 No comments were heard.

22
23 The committee recommends this item remain informational.

24
25 SWMA 2025 Annual Meeting:

26 Tory Brewer, West Virginia wanted to stress the PDC become more involved aligning with the agenda of NCWM
27 Chairman Kevin Schnepf. He gave suggestions of training potentials such as price verification, and package checking.
28 He also suggested metrology as a crossover to understanding what they are looking at on certificates and important
29 information for field inspections and the care of standards. These training courses should fit into 15-20 minute time
30 frame.

31 The committee recommends this as an informational item.

32 **EDU-3 I Instructor Improvement**

33 The Committee has reiterated multiple times in the past that the responsibility for training employees rests with
34 individual organizations (weights and measures jurisdictions and industry alike). While NIST and other training
35 providers offer excellent sources of training and training materials, organizations must develop and manage their own
36 training programs, including developing trainers, establishing individual development plans for employees, and
37 identifying strategies for continually assessing and responding to training needs. The Committee recognizes that NIST
38 OWM cannot possibly train all weights and measures inspectors in the country. The state and municipal jurisdictions
39 have ultimate responsibility for training and qualifying their personnel. To fulfill this responsibility, jurisdictions
40 should be making individual plans to maintain or bolster their training efforts. NIST OWM should be viewed as one
41 vital resource to support that effort. The Professional Development Committee is another resource. The Committee

1 has created and posted on its website the “Body of Knowledge” to establish uniform learning objectives for weights
2 and measures professionals. In addition, the Committee has posted a Model Field Training Program document on its
3 website. This program outlines methods to evaluate and document training and offers guidance on training new
4 inspectors and taking steps to ensure their ongoing development.

5 NIST OWM has also provided ongoing contributions to assist the community in the development of instructors. OWM
6 has provided legal metrology training for weights and measures jurisdictions and industry for many years, but does
7 not have the resources to respond to the numerous training requests it receives. OWM has long recognized that there
8 are many individuals with extensive legal metrology experience who have the skills needed to provide this type of
9 training. OWM hopes to continue to draw from this pool to develop trainers who can present schools with NIST, thus
10 leveraging NIST resources; providing more timely classes; and providing a way to more broadly share the valuable
11 expertise these individuals possess. In the past ten years, NIST OWM has taken on more field inspection classes than
12 it would otherwise be able to do because of the co-instructors drawn from its current pool of trainers.

13 See the Committee’s past reports for background information on this item, along with other details on available tools
14 for trainer development and NIST OWM’s efforts and partnership with the NCWM to continue this work.

15 **NCWM Meeting Comments:**

16 2026 Interim Meeting: Alison Wilkinson, Maryland, asked if there was a way NCWM could recognize subject matter
17 experts who are willing to assist with training in the regions. Chris Wagoner, NPGA, they conduct a lot of training
18 and look at established methodologies for training; there are resources nationally available. The Propane Education
19 Resource Council has developed training for instructors which is available at propane.com. There is a 6.5-hour course
20 on trainer development and a 2.5-hour course on field training. Both courses are eligible for continuous education unit
21 recognition, are free resources, and are accredited programs. Some information is LPG specific content that can be
22 adapted and focuses on how to educate. NPGA identified a problem with seasoned employees conducting training;
23 they are not educators and struggle with how to educate. The courses are all online and they can provide a link on
24 NCWM website. Scott Wagner, Colorado, suggests a mentoring program within NCWM for meeting attendees to take
25 home to staff.

26 **Regional Association Comments:**

27 WWMA 2025 Annual Meeting:

28 Bill Striejewske, NV, He has been attending the meetings for ten years, there was a lot of talk of “Train the Trainer”
29 program when he first started, and has not heard anything about that program in 4-5 years. He acknowledges that
30 NIST is struggling with budget and their ability to travel but feels his staff misses the opportunity for in person training.
31 Maybe it is time to restart the “Train the Trainer” program.

32 Chris Wagner, NPGA, They conduct a lot of training and look at established methodologies for training, there are
33 resources nationally available. The Propane Education Resource Council has developed training for instructors which
34 is available at propane.com. There is a 6.5 hour course on trainer development and a 2.5 hour course on field training.
35 Both courses are eligible for continuous education unit recognition, and is a free resource.

36 Scott Simmons P20:10 Services LLC, Echoes Chris Wagner’s comments, the resource is huge. Recommends to all
37 W&M officials, get online and use these resources.

38 Aaron Yanker, CO, He also agrees with previous commentors. He recommends looking at other associations regarding
39 presenter and trainer training.

40 Scott Wagner CO, We have used that training and require it for our RSAs. Recommends leveraging this resource.
41 Brent Ricks, MT, Echoes previous comments from EDU-1 for EDU-3.

42 The committee recommends an informational classification for this item.

1 CWMA 2025 Interim Meeting:

2 Metrology Workshop notes from Kevin Uphoff (KS) posted to website

3 The committee recommends this as an informational item.

4 NEWMA 2025 Interim Meeting:

5 No comments were heard.

6 The committee recommends this item remain informational.

7 SWMA 2025 Annual Meeting:

8 No comment.

9 The committee recommends this as an informational item.

10 **EDU-4 I Recommended Topics for Conference Training**

11 The Board of Directors has charged the Committee with recommending appropriate topics for the technical sessions
 12 at future annual meetings. The Board of Directors asks the PDC to review and prioritize possible presentation topics
 13 and to submit those to the NCWM Chairman. The Chairman will coordinate with NCWM staff to secure presenters.

14 The following is a list of technical presentations made at the NCWM 2017, which are available at
 15 www.ncwm.com/annual-archive.

- 16 • Planning and Coordinating a National Market Place Survey (Ms. Rachelle Miller, WI, 2017)
- 17 • The Life Cycle of Petroleum from Well to Retail (Mr. Prentiss Searles, API 2017)
- 18 • The United States Mint at Denver – Gold, Coins and Embezzlement (Mr. Thomas Fesing, 2016)
- 19 • Understanding Transportation Network Systems (Ms. Andrea Ambrose Lobato, Lyft and Mr. Bob O’
 20 Leary, Uber 2016)
- 21 • Regulatory Consideration for Legalized Marijuana (Ms. Julie Quinn, MN, and Mr. Nick Brechun, CO,
 22 2016)
- 23 • Motor Oil Quality Violations (Mr. Tom Glenn, Petroleum Quality Institute of America, 2014)
- 24 • Making Sense of Electronic Receipts (Mr. Justin Hotard, Vice President and General Manager, NCR
 25 Corporation, 2014)
- 26 • LNG & CNG Motor Fuel – A Technical Briefing from Industry (Mr. Doug Horne, President CVEF, Mr.
 27 Zack Wester, Blu, Mr. Jeff Clarke, NGVA, 2014)
- 28 • Taximeter Technology Advancements (Mr. Matt Daus, International Association of Transportation
 29 Regulators, 2013)
- 30 • Advanced Vehicles and Fuel Quality (Mr. John M Cabaniss, Jr., Association of Global Automakers, 2013)
- 31 • Economic Justification and Demonstrating Value of Weights and Measures (Mr. Tim Chesser, Arkansas
 32 Bureau of Standards, 2012)
- 33 • Conducting Effective Marketplace Surveys and Investigations (Ms. Judy Cardin, Wisconsin Weights and
 34 Measures, 2012)
- 35 • Public Relations and Customer Service as Regulators (Mr. Doug Deiman, Alaska Division of Measurement
 36 Standards/CVE, 2012)
- 37 • An Overview of Unit Pricing in the United States (Mr. David Sefcik, NIST OWM, 2011)
- 38 • Grocery Unit Pricing in Australia (Mr. Ian Jarratt, Queensland Consumers Association, 2011)
- 39 • Grocery Unit Pricing in Canada (Mr. Ian Jarratt, Queensland Consumers Association, 2011)
- 40 • The U.S. Hydrogen Measuring System: The Turning Point? (Ms. Kristin Macey, California Division of
 41 Measurement Standards, 2011)
- 42 • Corrosion in Ultra Low Sulfur Diesel Underground Storage Systems (Mr. Prentiss Searles and Ms. Lorri

- 1 Gainawi, American Petroleum Institute, 2010)
- 2 • Risk-Based Inspection Schemes (Mr. Henry Oppermann, Weights and Measures Consulting, LLC, 2010)
- 3 • Diesel Exhaust Fluid (DEF) (Mr. Gordon Johnson, Gilbarco, Inc., and Mr. Randy Moses, Wayne, 2009)
- 4 • Fuel Volatility and Ethanol Blending (Mr. Jim McGetrick, BP Products, 2009)
- 5 • Investigative Techniques (Mr. Michael Cleary, Retired, 2009)
- 6

7 **NCWM Meeting Comments:**

8 2026 Interim Meeting: No comments

9 **Regional Association Comments:**

10 WWMA 2025 Annual Meeting:

11 Mike Brooks, AZ, Commented that the 2009 list is dated and needs to be revamped. We can collaborate as a body for
12 suggestions on topics.

13 Mahesh Albuquerque, CO, He agreed with Mike Brooks and he mentioned that NIST used to hold administrator
14 workshops that was very beneficial especially for new administrators. Recommended reviving administrator
15 workshops through NCWM and NIST collaboration

16 The committee recommends an informational classification for this item.

17 CWMA 2025 Interim Meeting:

18 No comments

19 The committee recommends this as an informational item.

20 NEWMA 2025 Interim Meeting:

21 Mike Smith (New York) suggested railroad scale training as an offering. Jason Flint (New Jersey) commented that
22 the USDA has disbanded it's railroad scale testing program and has decommissioned it's master scale. Prentiss Searles
23 (API) suggested that training be offered either a day before or a day after NCWM meetings in order to bolster
24 participation. Steve Benjamin (TSL Consulting) commented that SEWMA has held training in the days before their
25 annual meeting.

26 The committee recommends this item remain informational.

27 SWMA 2025 Annual Meeting:

28 No comment.

29 The committee recommends this as an informational item.

30 **PMT – PROGRAM MANAGEMENT**

31 **PMT-1 I Safety Awareness**

32 One of the goals of the PDC is to educate jurisdictions on safety issues and to provide resources to help them
33 implement effective safety and health management programs. The Committee intends to use the safety page at
34 www.ncwm.com/safety as a place for states to share information and resources to help them address each of the
35 major steps in creating and maintaining an effective safety program.

36 The Safety Program Toolbox is there to help your organization create or improve your current safety program. The

1 toolbox is posted on the NCWM website at www.ncwm.com/safety. The Safety Subcommittee will assume
 2 responsibility for:

- 3 • Maintaining and updating the safety toolkit.
- 4 • Writing and deploying the NCWM annual safety survey, as well as reporting on the results each year.
- 5 • Finding resources and/or developing weights-and-measures-focused materials relating to the top hazards
 6 identified through the safety survey or through developing the toolkit.
- 7 • Building a safety culture and developing safety leadership within the NCWM through participation on the
 8 Safety Subcommittee
- 9 • Maintain the annual safety survey

10 The Committee expresses appreciation to the members of the Safety Subcommittee for their willingness to volunteer
 11 for this important work.

Safety Subcommittee Members		
Chair	John Satterlee	Illinois
Public Sector	Michael Peeler	New Jersey
Public Sector	John Bell	Missouri
Public Sector	David Fraser	Montana
Private Sector	Bill Callaway	Owl Services
Private Sector	Christopher Wagner	National Propane Gas Association
Private Sector	Robert LaGasse	Mulch and Soil Council

12 The NCWM safety page houses the list of regional safety liaisons and an archive of past safety articles.

13 **Regional Safety Liaisons:**

14 **Central Weights and Measures Association (CWMA)**

15 Mr. John Bell, Missouri Department of Agriculture

16 **Northeastern Weights and Measures Association (NEWMA)**

17 Mr. Michael Peeler, New Jersey Weights and Measures

18 **Southern Weights and Measures Association (SWMA)**

19 Mr. Christopher Wagner, National Propane Gas Association

20 **Western Weights and Measures Association (WWMA)**

21 Mr. David Fraser, Montana Weights & Measures

22 Each region is responsible for providing a safety article for the NCWM newsletter according to the following schedule:

Safety Article Schedule		
Issue Date	Source	Article Deadline
Issue 2 (May 2026)	NEWMA	April 15, 2026
Issue 3 (September 2026)	CWMA	August 13, 2026
Issue 1 (February 2027)	WWMA	January 15, 2027
Issue 2 (May 2027)	SWMA	April 15, 2027

23 **NCWM Meeting Comments:**

24 20265 Interim Meeting: Christopher Wagner of the National Propane Gas Association shared the committee updates

1 and invited all to attend. The Safety Subcommittee has started meeting monthly to remain on target for the
2 subcommittee goals. He encouraged anyone interested in participating to please contact John Satterlee. The
3 subcommittee will revive the safety surveys. Past surveys were difficult and time-consuming, resulting in limited
4 participation. The subcommittee has revised the survey to a simpler format that will take less time and hopefully result
5 in increased participation. Mr. Wagner expressed the effectiveness of safety surveys, explaining that the data collected
6 will generate future articles and resources by the committee. The survey will be sent out to the state directors in two
7 to three weeks. He asked that the jurisdictions make sure their directors are on the email list.

8 **Regional Association Comments:**

9 WWMA 2025 Annual Meeting:

10 No comments were heard. The committee looks forward to reading ongoing discussion from other regional association
11 meetings.

12 The committee recommends an informational classification for this item.

13 CWMA 2025 Interim Meeting:

14 No comments.

15 The committee recommends this as an informational item.

16 NEWMA 2025 Interim Meeting:

17 Mike Peeler (New Jersey) updated membership on the activity of the Safety Awareness Task Group. Mr. Peeler
18 indicated the group plans to meet quarterly with the next meeting scheduled for December 16th, 2025. Jim Willis
19 (New York) discussed a recent incident that occurred during the testing of an aircraft refueling VTM. During an
20 inspection while returning fuel to the truck avgas fumes ignited creating an emergency situation. Mr. Willis reported
21 that there were no injuries and the flames were eventually extinguished by emergency personnel. This incident
22 facilitated a shutdown of the airport fuel testing program. A thorough review of the program is currently being
23 conducted with input from NATA (National Air Transportation Association).

24 The committee recommends this item remain informational.

25 SWMA 2025 Annual Meeting:

26 No comment.

27 The committee recommends this as an informational item.

28 **PMT-2 I Fraud Prevention and Education Task Group**

29 The Fraud Prevention and Education Task Group (FPETG) was formed in 2024. The FPETG was previously
30 recognized as the Skimmer Education Task Group (SETG). The group expanded its scope from the primary focus of
31 credit card skimming devices to now include any type of fraud that affects the weights and measures community.

32 The FPETG is charged with researching both existing and emerging issues regarding fraudulent practices. The group
33 has been formed to develop educational outreach strategies and materials to educate regulators, retailers, industry
34 members, and consumers in identifying and addressing fraudulent practices encountered by weights and measures
35 programs. The FPETG will actively solicit topics from membership and industry and select topics to develop into a
36 presentation to be given as needed during the NCWM Annual Meeting.

Skimmer Education Task Group Members		
Co-Chair	Alan Walker	Florida
Co-Chair	Matthew Williams	Texas
Public Sector	Paul Floyd	Louisiana
Public Sector	John Larkin	California
Public Sector	Mike Harrington	Iowa
Public Sector	Robert Huff	Delaware
Public Sector	Michael Peeler	New Jersey
Public Sector	Michael Kelly	Westchester County, New York
Public Sector	John McGuire	NIST, Office of Weights and Measures
Private Sector	Brent Price	Gilbarco, Inc.
Private Sector	Mike Roach	PDI
Private Sector	Scott Boorse	PEI
Private Sector	Scott Schober	Berkley Varitronics Systems

1 **NCWM Meeting Comments:**

2 2026 Interim Meeting: Alan Walker (Florida), FPETG Chair, provided an update to membership. Alan shared the
3 concerns with skimmers and pulsers. This group is seeking members.

4 **Regional Association Comments:**

5 WWMA 2025 Annual Meeting:

6 Scott Wagner, CO, Commend work of Task Group, asks if this is still a W&M issue. Facilitation of fraud is a direct
7 nexus, however, secret service is prosecuting these cases, we need to review the classification of W&M role in law
8 enforcement. Perhaps some form 15s are needed to clarify W&M responsibilities. Recommends the task group look
9 at previous work where technology has changed and evolved. Device security requirements in the handbooks should
10 be reviewed and updated as appropriate.

11 Kurt Floren, LA County, Repeated is this still a W&M issue? We made the connection of the RMFD, but where do
12 we draw the line at what is a W&M issue? EBT benefits and other POS fraud is outside our scope. What are the
13 expectations and funding resources to support oversight? Be careful what we codify as our responsibility until funding
14 and expectations are established.

15 Matt Douglas, CA, We need to define what aspects belong in our jurisdiction. Staff need to be trained to take valid
16 and proper enforcement. Having specific qualifications to prosecute violations. Staff safety is a concern with organized
17 crime.

18 John Bell, Ventura County, CA, Echoed Kurt Floren’s comments. There are groups that handle skimmer fraud and
19 other forms of identity theft such as the SAPTA work group. Knowing what these groups do can provide better
20 guidance on what W&M role should be.

21 The committee recommends this as an informational item.

22 CWMA 2025 Interim Meeting:

23 No comments.

24 The committee recommends this as an informational item

25 NEWMA 2025 Interim Meeting:

26 Mike Peeler (New Jersey) provided an update of the group. The group is discussing topics for a planned presentation
27 at the 2026 NCWM Annual Meeting.

1 The committee recommends this item remain informational.

2 SWMA 2025 Annual Meeting:

3 No comment.

4 The committee recommends this as an informational item.

5 **PMT-3 Metrology Subcommittee**

6 The Metrology Subcommittee was formed in 2024. The mission is to recognize, advocate, and promote better
7 integration between field weights and measures and metrology. The subcommittee's primary focus is metrological
8 progress and aimed at strengthening communication, training, and support across the legal metrology community as
9 well as the following four initiatives:

10

- 11 1. Create a standard form that will be used to submit proposed changes to NIST SOPs and Handbook 105
12 series documents. This form is intended to streamline the feedback process and ensure that suggestions
13 from the labs are formally documented and submitted in a consistent, structured manner.
- 14 2. Develop an On-the-Job Training (OJT) framework that will serve as the foundation for a broader OJT
15 resource library. This library will feature SME developed training modules to support new metrologists and
16 assist labs in standardizing their training approaches across regions.
- 17 3. Create a training resource geared toward directors and administrators who may not have a metrology
18 background. The goal is to provide them with a better understanding of metrology lab operations, including
19 staffing, standards, maintenance, and compliance requirements, so they can better support their teams.
- 20 4. Create a mentorship framework to facilitate training between labs.
21

22 The Metrology Subcommittee will actively solicit topics from membership and industry, and select topics to develop
23 into a presentation to be given as needed during the NCWM Annual Meetings.

24 **NCWM Meeting Comments:**

25 2026 Interim Meeting

26 Frank Greene, Connecticut, Chair, they are looking to educate folks. He stated they are looking to promote smaller
27 metrology labs for succession planning, training, and maintenance, specifically to educate program directors on the
28 metrology lab. Frank also mentioned a mentor program for new metrology people. Lisa Corn, Texas, Co-Chair, stated
29 they are accepting suggestions on training for the field and support staff.

30 **Regional Association Comments:**

31 WWMA 2025 Annual Meeting:

32 No comments were heard. The committee looks forward to reading ongoing discussion from other regional association
33 meetings.

34 The committee recommends an informational classification for this item.

35 CWMA 2025 Interim Meeting:

36 No comments.

37 The committee recommends this as an informational item.

1 NEWMA 2025 Interim Meeting:

2 Marc Paquette (Vermont) provided an update of the groups activity. Scott Dolan (Vermont) stated that the Metrology
 3 Subcommittee has begun the creation of an on the job training library to aid metrologists in their understanding of a
 4 variety of metrology laboratory topics. Examples of these topics are mentorship of new metrologists, data integrity,
 5 traceability, and calculating and reporting uncertainties. The group will be meeting once every 2 months and hopes
 6 to deliver these job aids by July 24th, 2026.

7 The committee recommends informational classification for this item.

8 SWMA 2025 Annual Meeting:

9 No comment.

10 The committee recommends this as an informational item.

11 **Women in Weights and Measures**

12 Cheryl Ayer, New Hampshire, Chair stated the NCWM session on “Building a Satisfying Life” was a success and
 13 encourages all to attend future sessions.

14
 15 **MEMS**

16 Brain Fuller, Iowa, Chair committee holds monthly meetings on mentorship and new member orientation. They
 17 have created a new member brochure. They are currently working on creating a FAQ document and other
 18 educational materials for new members.

19 Scott Wagner, Colorado | Committee Chair

20 Shane Ireland, Maine | Vice-Chair

21 Sherry Turvey, Kansas | Member

22 Valerie Forbes, Delaware | Member

23 Brent Ricks, Montana | Member

24 Perry Lawton, TESCO | Member

25 Marie-Paul Vanasse, Measurement Canada | Canadian Technical Advisor

26 John Satterlee, Illinois | Safety Liaison

27 Vacant | NIST Liaison

28 Jerry Buendel, Retired | Professional Certification Coordinator

29 **Professional Development Committee**

