

**Multiple Dimension Measuring Device Work Group
September 22-23, 2015 - Reynoldsburg, Ohio
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Schedule

Tuesday, Sept. 22, 2015

- 9:00 AM Meeting Call to Order
- i. **Introductions and Welcome** (R. Kennington)
 - ii. **Reiteration of NTEP MDMD Work Group Mission** (D. Flocken)
 - iii. **Goal of this Meeting** (D. Flocken)
- 9:30 AM Status Reports
- iv. **Report – 2015 NCWM Annual Meeting** (D. Flocken)
 - v. **Report – Recent Measurement Canada Type Evaluation Activity** (I. Tremblay / P. Turgeon)
 - vi. **Report – Recent NTEP MDMD Type Evaluation Activity** (D. Flocken / T. Buck)
- 10:30 AM Break (15 min.)
- 10:45 AM Carry Over Items
- 1. **Review meeting summary from May 2015 meeting** (R. Kennington)
 - 2. **Review changes to NIST, HB44 MDMD code since last meeting** (D. Flocken)
 - 3. **Review changes to NCWM, Publication 14, MDMD Checklist** (D. Flocken)
 - 4. **Review Measurement Canada code changes** (I. Tremblay / P. Turgeon)
 - 5. **Review update to NTEP/MC Requirements Comparison Document** (D. Flocken / P. Turgeon)
 - 6. **Review update to new revision of MDMD Checklist** (D. Flocken)
 - 7. **Review results of NTEP/MC MRA discussion at Annual Meeting** (D. Flocken)
 - a. **MC Checklist to be primary evaluation document**
 - b. **MC to be primary evaluation laboratory**
- 12:00 PM Lunch Break (1 hour)
- 1:00 PM Carry Over Items (continued)
- 3:00 PM Break (15 min.)
- 3:15 PM Carry Over Items (continued)
- 4:30 PM Review Current Position / List Action Items
- 5:00 PM Adjourn for the day

Wednesday Sept. 23, 2015

- 8:00 AM Carry Over Items (continued)
- 8. **Report on progress from multi-interval operation requirements subgroup** (R. Harshman)
 - 9. **Develop Form 15's identified in Requirements Comparison Document** (R. Harshman / D. Flocken)
- 10:00 AM Break (15 min.)
- 10:15 AM Carry Over Items (continued)
- 12:00 PM Lunch Break (1 hour)
- 1:00 PM New Items
- 3:00 PM Break (15 min.)
- 3:15 PM Closing Discussion
- 10. **Review meeting activities and conclusions** (R. Kennington)
 - 11. **Define next steps (if needed)** (R. Kennington)
 - 12. **Next Meeting**
- 5:00 PM Adjourn

Note: topic times are approximate and merely included as a rough guideline to aid in maintaining meeting pace; some issues will invariably involve more detailed discussion than others.

Carry Over Items

1. Review meeting summary from May 2015 meeting

A copy of the May 2015 Meeting Summary can be downloaded at www.ncwm.net/ntep/sectors/mdmd/archive. Please bring a copy of the summary with you to the meeting.

2. Review changes to NIST, Handbook 44, MDMD code since last meeting

No changes to Handbook 44 have been made since the Work Group's May 2015 meeting.

3. Review changes to NCWM, Publication 14, MDMD Checklist

No changes to Publication 14, MDMD Checklist have been made since the Work Group's May 2015 meeting.

4. Review changes to Measurement Canada MDMD Code and Terms and Conditions

Discussion on changes to the Canadian MDMD Code.

5. Review update to NTEP / MC Requirements Comparison Document

Source: Work Group

Background /Discussion: During the May 2015 meeting Pascal Trugeon mentioned that the Measurement Canada document relating to MDMD instruments have been revised. The changes impact references to sections and paragraph numbering currently mentioned in the comparison document. Pascal Trugeon agreed to update the references.

Recommendation: The update is complete and Darrell Flocken will lead the work group through a quick review of the changes. Because of the size of the document it was not included as an appendix to this agenda. A copy of the updated document was included in agenda distribution email. Please bring a copy of the document with you to the meeting.

Status: On going

6. Review update to new draft revision of Publication 14, MDMD Checklist

Source: Work Group

Background /Discussion: During the May 2015 meeting the work group reviewed the current changes and agreed that additional changes were needed. It was discussed and agreed that the checklist would be updated as mentioned in the May 2015 Meeting Summary document.

Recommendation: The update is complete and Darrell Flocken will lead the work group through a quick review of the changes. Because of the size of the document it was not included as an appendix to this agenda. A copy of the updated document was included in agenda distribution email. Please bring a copy of the document with you to the meeting.

Status: On going

7. Review results of the NTEP / MC Mutual Recognition Agreement discussion at the 2015 NCWM Annual meeting

During the May 2015 meeting the work group developed a single position statement for items 7.a and 7.b. (Refer to the May 2015 meeting summary document for a copy of the position statement.) This position statement was

forwarded to Jim Truex, NTEP Administrator for inclusion into the NTEP Committee Agenda for discussion at the July, NCWM Annual Meeting. The NTEP Committee discussed the item and made the following recommendation as printed in the Committee's Addendum Sheets.

“During the 2015 Annual Meeting the NTEP Committee reviewed the issues and discussed the item with Measurement Canada. Progress was made towards a solution and the Committee plans to move forward with expansion of the MRA to include MDMD devices with the renewal of the agreement in 2016.”

The recommendation from the NTEP Committee will be discussed individually with item 7.a. and 7.b.

a. Recommendation for the MC Checklist to be primary evaluation document

Source: NCWM Board of Directors and NTEP Committee

Background /Discussion: At the suggestion of Measurement Canada, the NCWM Board of Directors and the members of the NTEP Committee has asked the Work Group to consider recommending the Measurement Canada Evaluation Checklist be the primary document for the evaluation of MDMD Devices.

During their May 2015 meeting the Work Group agreed to recommend that MC not be the primary document for the evaluation of MDMDs and that each country adopt its own checklist. To support this recommendation the WG is developing proposed additions/changes to the current evaluation checklist in NCWM, Publication 14. These additions/changes will align the NCWM checklist with the common specifications and performance requirements.

Recommendation: The work group is encouraged to review its current position on this item.

Status: On going

b. Recommendation for MC to be primary evaluation laboratory

Source: Work Group

Background /Discussion: At the suggestion of Measurement Canada, the NCWM Board of Directors and the members of the NTEP Committee has asked the Work Group to consider recommending that the Measurement Canada Evaluation Laboratory be identified as the primary laboratory for the evaluation of MDMD devices.

During their May 2015 meeting the Work Group agree to recommend that MC not be identified as the primary laboratory for conducting MDMD evaluations. This recommendation was based on the following concerns: 1) The idea of mutual recognition of test data is lost if MC is identified as the primary laboratory; 2) The time it takes for manufacturers to obtain a certificate through the MC lab due to a backlog of evaluations and custom issues; and 3) The need to maintain a U.S. Lab that has expertise in MDMD evaluations, and could conduct U.S. only evaluation.

Recommendation: The work group is encouraged to review its current position on this item.

Status: On going

8. Report on progress from multi-interval operation requirements subgroup

Source: Multi-Interval Operation Requirements Subgroup

Background /Discussion: During the October 2014 meeting the work group agreed to form a small subgroup charged with the task to develop requirements that address multi-interval operation for inclusion into both HB-44 and Pub 14.

Members of the subgroup are as follows: Mr. Darrell Flocken, Mr. Rick Harshman, Mr. Scott Davidson, Mr. Justin Rae, and Mr. Scott Wigginton.

Recommendation: The Work Group will be updated on their progress.

Status: On going

9. Develop Form 15's identified in Requirements Comparison Document

Source: Work Group

Background /Discussion: During the October 2014 and the May 2015 work group meeting several items were identified as changes or additions to Handbook 44. These items are identified in the Requirements Comparison Document.

Recommendation: Using the information from the Requirements Comparison Document, the work group should complete the necessary forms (Form 15) to be submitted into the Handbook 44 adoption process.

Status: On going

NEW ITEMS

CLOSING DISCUSSION

10. Review meeting activities and conclusions

11. Define next steps (if needed)

12. Next meeting

The work group is encouraged to recommend a date and location for the next work group meeting. The recommendation will be presented to the NTEP Committee for approval. The work group should maintain, at a minimum, a yearly meeting schedule.