

NCWM - NEWS

National Conference on Weights and Measures

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Chairman's Column

John Gaccione, NCWM Chair — Westchester County, New York



Hope to see you in Detroit!

The 2014 NCWM Annual Meeting is just around the corner, July 13 to July 17, at the Westin Book Cadillac Hotel in Detroit. This meeting promises spirited debate on a number of weights and measures items including alternative fuels like electricity, compressed and liquefied natural gas, and hydrogen. Other agenda items include the sale of motor oils and gasoline price sign postings.

standing committees (Laws The Regulations, Specifications and Tolerances, and Professional Development) have been working diligently to prepare their committee agenda items before the conference. With additional testimony and comments, some items will be ready for a vote, others will not.

Besides the important business of the conference, Detroit has plenty to offer everyone. Think about the great museums and the rebounding auto industry and that Mo-Town sound. Our Wednesday night special event is an evening at The Henry Ford Museum.

I have to say that this last year as Chairman has provided me with the opportunity to see for myself how each of the four regions attends to the business of the conference. Impressive this year was attendance, each region had near record attendance and saw representatives returning from states who haven't been able to come to past meetings. I found that each region has its own unique style, yet all the regions are working towards a common goal: equity for the marketplace. Regional committee members devoted extensive time and effort to produce well vetted reports. Their efforts are truly appreciated.

We have all heard from consumers, "I didn't know you did that" and "somebody checks that?" As I have said at all the regions this past year, "What weights and measures inspectors do, affects everyone in the marketplace almost every day". Remember that a famous movie star Jimmy Cagney "was" a weights and measures official.

Being involved in weights and measures gives us an appreciation of the three sides of commerce: consumers, industry and the regulator (the "third man or woman").

Thanks to all and see you in the Motor City.

John Gaccione. Chairman, Westchester County, New York

Making Annual Safety Training Fun and Effective

by Julie Quinn, Minnesota

Do you provide annual safety training to your employees and are you looking for ways to make it more engaging?

For the last couple of years at the Minnesota Department of Commerce Weights and Measures Division, we have used a game show format to make the safety review memorable. Last year our field staff played "Employee Right to Know (ERTK) Jeopardy" at their annual training. This year they played "ERTK Family Feud." Both years, I think employees were engaged and had fun. This year I tried to consciously apply the Addie Model to our ERTK review so that we could judge the game format on its effectiveness as a safety review technique.

ADDIE stands for Analyze, Design, Develop, Implement and Evaluate

The Addie Model is a guideline for building effective training by breaking the process into five phases – analysis, design, development, implementation and evaluation. When training is ongoing, the process becomes circular. The evaluation of past training informs the analysis of current training needs, which then influences the design of the next training cycle.

Analyzing Training Needs

The Weights & Measures Division's Safety Committee is responsible for developing the annual safety review. The subjects covered are dictated by the Employee Right to Know (ERTK) Act. ERTK is a Minnesota State OSHA requirement. Most states have similar OSHA requirements although their states' programs may call them by different names.

ERTK requires that employees receive initial training on the risks, prevention and treatment for injuries related to harmful chemical agents, physical hazards and infectious agents they may encounter on the job. An inventory of hazardous chemicals must be provided and employees must be trained in how to read chemical labels and Safety Data Sheets (SDS's). If an employee assumes new responsibilities, the employee must receive additional training about hazards associated with the new duties. All employees must also receive annual refresher training. A game format is not suitable for the initial training which must cover all of the required topics completely. The committee has more discretion in deciding which topics are covered in the annual review.

In 2013, the safety committee did not consciously use the Addie model to develop the safety review although they did set goals. They knew that they wanted to make the training fun and interesting while covering the most important topics required by ERTK. Once they decided upon a Jeopardy game format, their analysis consisted of picking the five most important points to cover under the headings: physical hazards, chemical hazards, infectious agents, ionizing radiation and general safety (wild card).

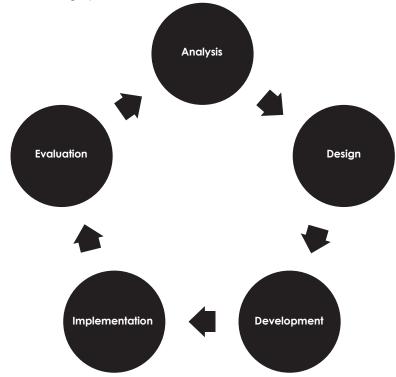
When it came time to plan the 2014 safety training, the committee knew from training evaluations that the game format had been very popular, but they did not know how effective it had been. This year's training game was going to be "Family Feud-style" so we decided to use the pre-game survey to accomplish three things:

- Serve as an initial review of safety material:
- Identify gaps where safety materials and training need to be bolstered;
- Create the answers for the Family Feud game.

Anyone who has ever watched the TV game show Family Feud knows that teams compete by naming answers to categories of items. They score points by matching the answers created in a pre-game survey. The higher the percentage an answer received in the survey, the greater the number of points a team receives when they pick that answer.

Although time limits meant that our game needed to be limited to about 20 questions, the survey itself could be considerably longer. The committee wrote questions covering the fifty most important points we thought our ERTK covered. Although it made tabulating the answers more difficult, the questions were written in a fill-in the blank format. Some examples of questions were:

- Name one stage of heat stress.
- -Name one piece of personal protective



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equipment you can use to reduce your chance of a harmful chemical exposure.

- Name one way you can identify potentail hazards at an inspection site.

The survey was sent out to employees along with copies of past ERTK training They were instructed to materials. review the materials and then answer the questions.

Designing the Review

When the survey answers were tabulated it was easy to see where past training had been ineffective and where confusion reigned. The committee now chose questions for the game based on the following criteria:

- Many employees gave the same incorrect answer. For example, twentythree percent of our employees said that the way to know you need hearing protection is to note whether you can hear someone shouting at three feet. The correct procedure is to note whether vou can hear normal conversation at three feet.

- Employees gave only correct answers, but the best answer was picked by a minority of people. Only three percent of our employees mentioned the safety program at the inspection site as a resource for identifying potential hazards even though it is a policy that investigators should ask about the safety program at every inspection site.
- Employees predominantly gave one answer out of a range of equally valid Fifty-nine percent named answers. shock-absorbing gloves as a way to prevent vibration syndrome, but the committee wanted to remind them that they should also take a ten minute break every hour when using vibrating tools, switch hands often, and maintain equipment properly, paying particular attention to their vehicle suspension and proper tire inflation when driving vehicle scale inspection trucks for long periods.
- The majority of the employees gave the best answer and the committee wanted to reinforce that they were correct. Fifty-

four percent of our employees knew that slips/trips/falls caused the greatest number of lost and restricted time injuries at the Minnesota Weights & Measures Division. The committee wanted to reinforce that correct answer so that staff would know to be extra vigilant for tripping hazards when they work in the field.

Once the questions were selected, the committee redesigned the game rules to increase the player participation and involvement. In television's Family Feud, teams take turns answering questions. To involve all the field staff in the training, the committee decided to divide the investigators into four teams. Each team had 30 seconds to come up with an answer to each question. All teams revealed their answers before the survey results were displayed.

On the TV show, there is no such thing as an incorrect survey answer—if an answer appears on the survey, the team gets the points.

Continued on page 5

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Making Annual Safety Training Fun and Effective (cont.)

by Julie Quinn, Minnesota Department of Commerce

In ERTK Family Feud, teams earned points only for answers which were on the survey and correct. Incorrect answers were still reported along with their corresponding percentage points but the points were crossed out.

Implementing the Review

The committee expected that denying points for incorrect answers would ignite debate when the answers were revealed, and it did. Players were surprised when their answers were incorrect or had low scores. That led to them asking questions and challenging the safety committee on the answers. People argued pros and cons and referred back to their training materials. The discussions provided the opportunity for active learning to occur because all participants were fully engaged.

Evaluating the Review

There were a number of different levels on which the game could be evaluated. It was easy to assess the game's fun factor. Staff participation was animated and there were positive responses on the employees' training evaluation forms. From an operational standpoint there was room for improvement. Not enough time was allocated for discussion during the game and the group was not able to get through all twenty questions. Next year the meeting planners will know to allocate more time to the ERTK training. The last and most important evaluation has yet to be completed. In the next few weeks, the employees will be re-surveyed on the questions which were covered in the game to see if the training had any long term effect on how they answered the auestions.

Starting the Cycle Over Again

Depending on what the survey shows, the committee may decide to use a Family Feud format again for next year's ERTK review. However, if this game did not have the impact they hoped, they could experiment with a different method. If new safety hazards are identified, or new rules and regulations are promulgated, they may need to design more traditional classroom type training to teach the new material. The important thing is that ERTK training is not static. It is reinvented each year in response to analysis of what material needs to be taught, and the identified knowledge gaps in the target audience.

— Julie Quinn, Minnesota Department of Commerce

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NTEP: Weigh-In-Motion Vehicle Scales Code Development

by Darrell Flocken, WIM Work Group Chair and NTEP Specialist

All device codes that have been developed and adopted as part of NIST Handbook 44 have been codes that contain specifications and tolerances that allow NTEP to evaluate the device for the ultimate goal of permitting the device to be used in a commercial application. Now, you learn of the development of a code for a device where the application is to weigh a vehicle while it is in motion and determine if the vehicle should be weighed on a static scale. By now you may be asking yourself why develop a code for a device that is not intended to be used in a commercial application and why should we adopt this code as part of Handbook 44?

You are correct, the code being developed is not intended to permit the use of this device in a commercial application but that does not mean that the code should not be adopted into Handbook 44. Each device code, currently in the Handbook, is a collection of specifications and tolerances that are applied during the testing of a device to ensure that the device operates in an acceptable manner for its intended application; in other words the code acts as an "official" standard if the operation or performance level of the device is questioned. The point here is that the application of a device is not always for commercial use; however, having the code in Handbook 44 does permit the specifications and tolerances values to be used for testing the device and becomes the "official" standard for the operation and performance of that device.

Now that we have an understanding of why this code is being developed, let's take a look at why the code is needed, who is involved in the development process and what efforts are required before the code will be presented for a vote for adoption.

Today, you can drive around your state and most likely at some point you will drive across a Weigh-In-Motion or WIM Scale. These devices are installed all across the country and are used in applications ranging from determining the number of vehicles and the weight of the vehicles using certain sections of highway, using a specific exit, or to count the number of axles and along with their weight, determine a fee for the vehicle's use of a toll road. While these are valuable applications, they are not the application addressed by this code. The application of this code is defined in the first paragraph of the Application section.

A.1. General. - This code applies to systems used to weigh vehicles, while in motion, for the purpose of screening and sorting the vehicles based on the vehicle weight to determine if a static weighment is necessary. This statement reinforces the fact that this code is not intended to permit the use of this device in a commercial application; it is however intended to be used as the "official" standard for the testing of the device's operation and performance.

Now, the question becomes: why is this needed? The answer is simple: to permit the scale's owner/operator to point to a nationally recognized standard (Handbook 44) and to make the statement that this device was tested and found to comply with the specifications and tolerances defined in the code. This provides the owner/operator justification for directing the vehicle to a static scale for a more accurate weight.

To ensure the code development process was focused on the proper requirements, a WIM Steering Committee was formed. This Committee included individuals from state regulatory programs, state and federal departments of Transportation, NIST and manufacturers of these devices. The Steering Committee was charged with creating a Project Scope Statement and forming a Code Development Work Group to reach the goal of developing a device code suitable for adoption into Handbook 44.

The Work Group was formed and has held two face-to-face meetings and one conference call which have produced the draft code which is published in the 2014 NCWM Specifications and Tolerances Committee Interim Report as Informational Item 320-3. The Work Group received several comments during the Committee's Open Hearings and has scheduled a meeting for Tuesday, June 3, 2014, to address these comments. The timing of the June meeting is intended to allow the Work Group to address the comments and create a 2nd draft of the code which can be presented to the Specifications and Tolerances Committee before they meet during the NCWM Annual Meeting in July.

I hope this short article has answered a question or two you may have had regarding the reason and need for the development and adoption of a device code for Weigh-In-Motion Vehicle Scales. It may have even left you with the idea that you would like to know more about the details of the code or maybe even participate in the Work Group. If so, please contact me.

— Darrell Flocken, WIM Work Group Chair and NTEP Specialist, darrell.flocken@ncwm.net

NCWM Welcomes New Members (2/11/14 - 5/7/14)

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NCWM Online Position Forum

Members, please take advantage of your opportunity to comment, post positions and upload supporting documents on all agenda items of the 99th NCWM Annual Meeting on the Online Position Forum at https://www.ncwm.net/polling/polling-home.

This is your chance to share information and opinions in preparation for the debates in Detroit.

Cutoff for submitting your comments and positions is June 15!

New this year: You no longer need to wait until the June 15 cutoff to see what others are saying! You can see a tally of the positions entered for each item and download any comments and supporting documents.

Buying Scales on the Internet

The internet brings many options to our buying decisions. While there is much to be said for supporting local businesses with known reputations and service after sale, more and more consumers are turning to the internet for convenience and often lower prices.

This can be a risky proposition when buying a scale that will affect your profits and be subject to regulatory requirements. This guide is designed to help you identify red flags and avoid some of the pitfalls if considering an internet purchase of a commercial scale. These things are important in any purchase of a scale, but may require additional effort on your part if you use an internet vendor.

Be aware of Regulations.

Most states require NTEP Certification for new scales that will be used in buying or selling. The NTEP Certificate is issued by the National Type Evaluation Program and it provides confidence that the model meets regulatory standards for design and performance and most likely can be approved for use in a commercial application. When shopping online, you will see the NTEP name, logo and often the phrase "Legal for Trade", but unfortunately things aren't always as they seem.

The NTEP name and logo are trademarked, but less reputable vendors have been identified using it without license and using it in misleading or deceptive ways. Fortunately, there are steps you can take to protect yourself in your purchase decision.



Do you know from whom you are buying?

Look on the website for business name, a physical address, phone number and email address. A business that values its reputation and wants return business will eagerly provide its identity and contact information. Consider the reasons why a business might not be so transparent as you read through our tips.

Does the ad claim that the scale is NTEP certified, either through a statement or by placement of the NTEP Logo in the advertisement?

If you don't see it, don't buy it. Inquire first with the vendor about NTEP Certification. Even if the ad says it is NTEP certified, you need to verify it.

Does the ad identify the manufacturer, model and NTEP **Certificate Number?**

Most ads will include the manufacturers name, the model designation and sometimes the NTEP Certificate number. It is important to understand what you are seeing.

Many scales come as a single instrument similar to what you see on the deli counter of your local grocery store. Other scales are advertised and sold as individual components which make up a complete scale. In this case, each of the components must have their own certificate number. This is where deception can occur. The NTEP logo placed in an ad

would imply that the system is certified when, in reality, one or more components might not be.

If the vendor is willing to disclose information on the separate components of the system, it's a very good sign and gives you a tool for additional verification.

Look up the NTEP Certificate of Conformance.

A searchable database is available on the website of the National Conference on Weights and Measures (NCWM): the standards organization that administers NTEP. See http:// www.ncwm.net/ntep/cert_search. There, you can find and download the actual certificates. Many certificates even have pictures for comparison to what you see in the advertisement.

The certificate will describe whether it applies to a component such as an indicator, a platform, the load cells, or if it applies to a complete scale. If you want some help, NCWM is just a phone call away or you can contact your state regulatory authority. A directory is available at on the NCWM website at http://www.ncwm.net/resource/state-directors.

What does the phrase "Legal for Trade" mean?

In some ads you may see the phrase "Legal for Trade". This phrase is often misused even by many reputable dealers. Let's be clear on this one. No scale is legal for trade until the regulatory authority says it's legal for trade. NTEP Certification provides some assurance that it is manufactured to meet national standards, but there are other factors that the inspector must consider before approving the device for use in your business such as suitability, proper installation and accuracy. Is the internet vendor helpful to you in understanding these other factors before selling you a "legal for trade" scale?

When comparing prices, consider the big picture.

Let's be honest; NTEP Certification is merely the bare-bones minimum standard. Anything less is not considered legal for commerce in most states. Maybe bare-bones is all you need, but don't assume all things NTEP are created equal. Some are higher quality than others and many have value added features that might help your business.

Does the internet vendor explain these differences for you? Also consider whether the vendor has an authorized local dealer who knows the legal requirements, can properly install and calibrate the scale and will be there for you after the sale.

If in doubt, contact your regulatory authority before you buy at www.ncwm.net/resource/state-directors.

They won't tell you what to buy, but they can tell you what not to buy. Many of them also maintain lists of licensed sales and service vendors who have demonstrated understanding of the requirements necessary for a scale to be "legal for trade".

It's an important purchase. Buy wisely. And also consider supporting that local business.

National Conference on Weights and Measures / National Type Evaluation Program

2014 Annual Meeting Registration Form July 13-17, 2014 / Detroit, Michigan



Please complete registration form legibly. Illegible forms may delay processing times. Submit form in one of the following ways: P. 402.434.4880 Mail: 1135 M Street, Suite 110 / Lincoln, NE 68508 E-mail: info@ncwm.net **F.** 402.434.4878

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No audio or video recording devices are allowed. Written reports will serve as the official record for meetings. **Cancellation Policy**

Cancellations received by June 20, 2014 are subject to a 15% cancellation fee. Cancellations received after June 20, 2014 is subject to a 50% cancellation fee. No refunds will be given after the event has commenced. In the case of a state-declared natural emergency a full refund will be issued. Refund requests due to personal medical emergencies shall be considered based on documentation. In such instances, a full refund may be issued. Refunds will only be made on registration fees paid to the National Conference on Weights and Measures.

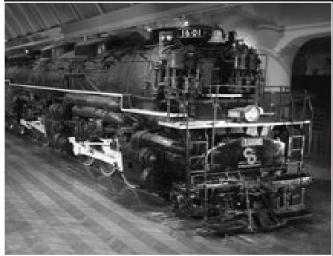
NCWM 99th Annual Meeting Special Event: July 16, 2014 The Henry Ford Museum

Spend an evening among millions of objects and documents that have provoked our thoughts and changed our lives.

The Henry Ford Museum is home to the bus on which Rosa Parks took her stand for civil rights, the presidential limousine in which John F. Kennedy was assassinated and the world's oldest steam engine... just to name a few!

The Henry Ford Museum attendees will depart from the Westin Book Cadillac Hotel on Wednesday, July 16th at 5:30 p.m and be transported by bus to the museum. The buses will return to the hotel at 9 p.m. Admission is included in the full meeting registration fee; guests are welcome to purchase tickets \$55/person. Attire is casual.











Join now for membership through September 30th, 2015!

National Conference on Weights and Measures / National Type Evaluation Program

NCWM Membership Application





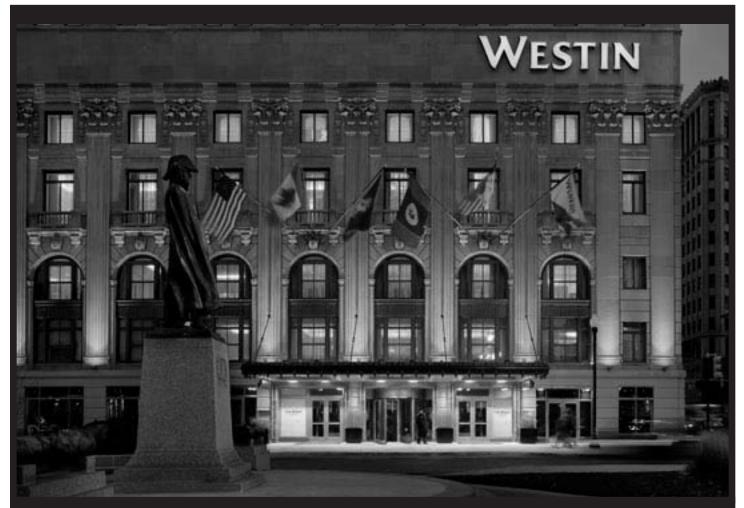
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Applicant agrees to and accepts all the following terms and conditions for membership to the National conference on Weights and Measures (NCWM). 1) The NCWM policies, practices and procedures set forth in its Bylaws and publications are incorporated by reference as terms and conditions of NCWM Membership. 2) Applicant agrees that the law of the State of Nebraska shall control the interpretation and construction of the NCWM and business relationships, including choice of law provisions. The parties agree that the exclusive legal forum of choice of the parties shall be the Lancaster County State District Court located in Lincoln, Nebraska. 3) Applicant agrees that NCWM, its officers, directors, employees and agents shall have no liability for any damages of any nature in excess of the dues or fees paid, as applicable. This limitation of liability is a condition of

NOTE: When submitting an application electronically, you will be prompt to select an email client. Choose the option that is best suited to you (Desktop Email Application or Internet Email). Follow the directions on the screen. Once email is set-up, the application will attach to an email. Select "Send" and the application will be sent via email to NCWM. This may take a minute, so please be patient. If you do not receive an email confirmation from NCWM within one business day, your application most likely was not received by NCWM and you will need to resend.

Just Around the Corner: NCWM 99th Annual Meeting!



Westin Book Cadillac Hotel

1114 Washingtion Blvd 313.442.1600

Group Name: National Conference on Weights and Measures

Early Bird Deadline: June 20th

www.starwoodmeeting.com/Book/weightsandmeasures



NTEP Certified

Liquid Controls Positive Displacement Meters and Sponsler Turbine Meters

The employees of Liquid Controls (LC) would like to recognize the service provided by the members of the National Conference on Weights and Measures (NCWM). Since we sold our first flowmeter to the United States Air Force in 1956, Liquid Controls has enjoyed considerable success, evolving into a stable, profitable company relied on by both employees and customers. In our 50 plus years of business, we have employed thousands of skilled workers who have crafted millions of quality products that continue to accurately measure liquids for businesses all around the world. Liquid Controls success would have been impossible without the NCWM. By holding LC and all manufacturers accountable, the NCWM plays an indispensable role in sustaining a healthy, competitive marketplace where hard work and craftsmanship are rewarded. The employees at Liquid Controls are proud of, and comforted by, the vital role that the NCWM plays in our industry, and we applaud the proficiency of those at the NCWM who take on that role.

SPONSLER TURBINE METERS

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NTEP CC 04-097

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LIQUID CONTROLS POSITIVE DISPLACEMENT METERS

1½ to 8"

6 to 1,200 GPM

Refined fuels, aviation, LPG, ethanol, and general solvents

NTEP CC 99-141









Event Calendar

July 2014

NCWM 99th Annual Meeting Detrioit, Michigan July 13th - July 17th

August 2014

NTEP Grain-Analyzer Sector Meeting Kansas City, Missouri August 20th - August 21st

NTEP Weighing and Software Sectors -Joint Meeting Atlanta, Georgia August 26th - August 28th

September 2014

Membership Renewal Deadline September 30th Be sure to mark your calendar for all the upcoming NCWM, NIST and regional meetings.

September 2014

CWMA Interim Meeting St. Charles, Missouri September 8th - September 11th

WWMA Annual Meeting
Portland, Oregon
September 14th - September 18th

October 2014

NTEP Measuring Sector Meeting Raleigh, North Carolina October 3rd - October 4th

SWMA Annual MeetingRaleigh, North Carolina
October 4th - October 8th

NEWMA Interim Meeting
Norwich, Connecticut
October 15th - October 16th