Meeting Notes Recording Sheet

Name of Meeting: CPD Advisory TG
Chairman: S. Urich
Recording Secretary: C. Nolt

Call to Order: Friday, January 14, 2013  Sched. Time: 2:00 – 3:00 PM EST

Roll Call: S. Wendt (Staff), S. Hanlon (Staff), S. Urich (chair), L. Hamill, C. Nolt, J. Vaughan, J. Lewis, J. Seals

Business of Meeting: (listed below)

1. S. Urich (Chair) called the meeting to order 2:05 pm EST.
2. C. Nolt took notes.
3. Items for Discussion:
   a. CAR Revision:
      i. Allow the CAR to be optional and make a certificate only mandatory. John Vaughan will draft NFRC 700 language to remove requirement and add a certificate as well as propose a design for the certificate and have available prior to the next call.
         a) The certificate will not be published in the NFRC 700, but housed in the CPD.
         b) The certificate will include all current header information pertaining to the CPD product line as well as the physical validation test information on the signature page of the current CAR.
         c) The certificate could include details of the individual product option range (i.e., first and last CPD numbers authorized)
         d) The Certificate could include a link to the product line search for the manufacturer to access and export their product line data.
      ii. Additional 700 language changes should include authorizing mfrs to use values from the excel spreadsheet (as posted in 2010 by NFRC), or any database via a link.
      iii. Task Group agreed to not modify the existing CAR since the current direction is to make it non-mandatory.
         a) Addition to existing CAR to include a hyperlink to the product line search details for the manufacturer to access and export their product line data.
iv. Staff will include a request for investigation to create and house an excel spreadsheet of current product line data at the point of product line publication where a link remains accessible.

v. The consumer facing CPD needs to be more user friendly for doors.

   a) C. Nolt to draft a consumer facing CPD page for swinging doors.

4. Pending Business:
   a. None

5. New Business:
   a. None

6. Scheduled Conference Calls:
   a. Monday, January 14 @ 1:30 – 2:30 pm EST

7. Meeting adjourned at 2:57 pm EST.