

WESTERN WEIGHTS AND MEASURES ASSOCIATION
AD HOC MEETING AT THE NCWM INTERIM MEETING IN ALBUQUERQUE, NM
JANUARY 22, 2014

Attendance: The meeting was called to order by President Mahesh Albuquerque at 9:05 AM. Present were seven Board of Directors members and 11 other weights and measures officials from western jurisdictions. List of attendees follows these minutes. Joe Gomez, NM had to leave before the meeting ended. Garrett Brown, AK was appointed to represent Alaska on the Board of Directors at the Interim Meeting.

Upcoming WWMA Annual meetings:

2014 – Portland, OR

2015 – Boise, ID

2016 – Hawaii (location TBD)

2014 meeting: Jason Barber and Steve Harrington are hosts. The meeting will be held September 14-18, 2014 at the Hilton Portland and Executive Tower. Contact Steve or Mahesh to request or suggest training topics.

2016 meeting: The perception of travel to Hawaii may be problematic. Mahesh suggested that a support letter be written and sent to jurisdictions, reminding them that the last WWMA in Hawaii was over 30 years ago (1983), and that Hawaii is a full member of the WWMA. Suggestion was made to really make an effort to include substantial training sessions on the agenda, so that anyone reviewing/approving the request to attend would easily find adequate justification.

Secretary/Treasurer: Mahesh informed the Board of Clark Cooney's (retired OR) decision to resign as Secretary/Treasurer. Charles Greene has agreed to continue to serve as Interim Secretary/Treasurer until this position is filled. While no prospects have been identified for the position of Secretary/Treasurer, Mahesh asked members to solicit nominees or volunteers, and forward recommendations to the Board.

Financial Report: Charles Greene reported the financial condition of WWMA:

<u>Account</u>	<u>Maturity</u>	<u>1/3/2014</u>
WWMA CD # 1803(AMC)	5/30/2014	10,544.46
WWMA CD # 1451	8/8/2014	2,865.92
Retirees CD #0817	5/30/2014	1,547.28
WWMA CHECKING	-----	22,936.25
OVERALL TOTAL		\$37,893.91

The conference in Kalispell returned over \$12,495.06 which included the return of the \$3,500 in advances made for conducting the conference and \$1,725 for 69 memberships WWMA is a nonprofit organization. Each year it files a 990N Form. There is cause for concern when a nonprofit keeps making money. Given our current bank balance is \$37,898.91 it is proposed to designate \$10,000 of WWMA assets for training expenses. This is in addition to the CD containing \$10,544.46 of national and regional Associate Membership Committee (AMC) funds.

Guidelines on Training Funds: As directed by the Board at the Annual Meeting in Kalispell, Jerry Buendel WA and Kristin Macey CA drafted WWMA Guidelines for Selection and Approval of Training Funds. These were patterned after the NCWM (AMC) guidelines and circulated to the Board for review prior to the NCWM Interim meeting.

The funding for training sessions was discussed extensively. Kurt Floren mentioned that AMC grants preclude payment for transportation costs for trainees and for equipment used in presentations. The Board discussed modifying WWMA guidelines, to allow utilization of WWMA funds for payment of student's travel to attend training, and AMC funds for travel expense of instructors. WWMA BOD approved further modification of proposed WWMA Guidelines for Selection and Approval of Training Funds. These changes will be drafted by Jerry and Kristin and circulated to the Board for review.

Jerry Buendel also spoke to the issue of including training sessions during annual meetings. Kristin Macey and Mahesh Albuquerque suggested utilizing WWMA personnel that have gone through the NIST "Train the Trainer" classes whenever possible, and possibly funding their travel through Training Funds.

Cutoff date for agenda items: Tim Lloyd MT and Brett Gurney UT spoke to the issue of submissions for standing committee consideration, and emphasized the problem late submissions creates for the host jurisdiction in preparing the meeting program for printing. Tim Lloyd suggested a hard cutoff date to accept committee agenda items. Jurisdictions with light staffing have a hard time printing all the last minute changes in time for the meeting. A deadline of 10 days (with discretion of the committee chair) before the conference was approved.

Regional Safety Liaison: Doug Deiman is no longer the WWMA liaison to the NCWM Professional Development Committee (PDC). Brett Gurney was selected to replace him, so Brett will be writing one safety-related article/year for publication in the NCWM Newsletter. Please send safety article topics directly to Brett.

Certification Exams: Kristin reminded WWMA jurisdiction representatives to take the PDC certification exams and provide written feedback to the PDC. Also, modifications to test questions are made based upon exam data (how many got it right, how long did it take to answer each question), so the more data the PDC has, the better the exams will be in the future.

WWMA Spring Newsletter: Mahesh will prepare and publish a WWMA Newsletter in spring of 2014 summarizing NCWM Interim meeting actions and other WWMA regional and national updates for the benefit of all WWMA members

Meeting adjourned at 10.00 AM.

Minutes prepared by Charles Greene,, Kristin Macey, CA, and Mahesh Albuquerque, CO.

ATTENDANCE AT WWMA INTERIM MEETING, 1-22-2014

BOARD MEMBERS

Mahesh Albuquerque, CO, President
Brett Gurney, UT
Jerry Buendel, WA
Kurt Floren, LA County CA
Joe Gomez, NM
Tim Lloyd, MT
Kristin Macey, CA
Garrett Brown, AK, (by
appointment)

OTHERS

Marco Manes, San Diego County CA
John Young, Yolo County CA
Larry L. Simon, Monterey County CA
Larry Nolan, LA County CA
Ha Dang, San Diego County CA
Megan Moore, San Diego County CA
Clark Cooney, OR (Retired)
Scott Simmons, CO
Raymond Johnson, NM
Angela Godwin, Ventura County CA