

**2009 Annual Meeting of the Members  
April 5, 2009**

**SUMMARY**

- 1) Welcome and Introductions: Woody Vogt introduced himself as 2009 A2LA Chairman of the Board and welcomed the attendees (see pages 2 and 3 for the list of attendees).
  
- 2) Chairman's Message to the Members: Mr. Vogt talked about the evolution of the Board of Directors governance under the guidance of the Carver Model. The Board now has a set of policies for governance without "getting into the weeds" and that gives the A2LA president the authority to manage the Association in accordance with stated Ends and Limitations Policies. (See Attachment 1 for more detail)
  
- 3) Report of the Criteria Council (CC): The Criteria Council reviews and approves A2LA policies and requirements that support the accreditation programs. Ken Stoub, CC Chairman, reported on CC activities that have taken place throughout the year, including approving documents and applications of the accreditation standards. Mr. Stoub then described the activities and accomplishments of each of A2LA's seven technical advisory committees. (See Attachment 2 for more detail)
  
- 4) Report of the Accreditation Council (AC): The Accreditation Council reviews assessment results and makes decisions to grant accreditation. Alex Klein, Accreditation Council Chairman, reported on the responsibilities and activities of the AC and the performance of AC members. AC members can review assessment packages and vote online but there were concerns expressed by some AC members about security issues. A2LA is working with the software personnel to address these security concerns so more AC members will use the online voting option. AC members can now review negative votes for each decision, after the voting closes. Ten percent of the time, the ballot process results in negative votes due in part to scope issues or uncertainties issues or challenges on the validity of a deficiency. (See Attachment 3 for more detail)
  
- 5) Report of the President: Peter Unger thanked Mr. Stoub and Mr. Klein for their superb jobs in managing the Criteria Council and Accreditation Council, respectively. Mr. Unger also discussed A2LA's financial performance, quality and value including complaints and client feedback, A2LA's performance in comparison to other national accreditation bodies offering similar accreditations, and national and international activities. (See Attachment 4 for more detail). Both ISO/IEC 17025 and ISO/IEC 17011 will be up for review by ISO/CASCO in 2010; A2LA is interested in individuals who would like to serve on the working groups to revise these standards.

The meeting adjourned at 5:10 pm

*Summary prepared by Roxanne Robinson, VP and COO*

## Attendees

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John Adams*	A2LA Assessor
Marwa Adly*	A2LA Assessor
Denise Archer	A2LA Assessor
Karin Athanas	A2LA Staff
Fran Azzarto	A2LA Board Member
Teresa Barnett	A2LA Staff
John Ball*	A2LA Assessor
Doug Berg	A2LA Assessor
Nancy Berg	A2LA Photographer
Chuck Blank*	A2LA Assessor
Michael Bosley	Member/A2LA Assessor
Dave Bower	A2LA Assessor
Robert Brammer	A2LA Board Member
Roger Brauning	A2LA Staff
Robert L. Brown	Agilent
Beth Carbonella	A2LA Staff
Brian Conner	A2LA Staff
Edward Colbert	A2LA Board Member
Gary Cornell	A2LA Assessor
Charles Daniels	A2LA Assessor
Tom Doggart*	A2LA Assessor
King Drake*	A2LA Assessor
Lisa Drake	A2LA Staff
Darla Ewalt*	USDA
David Evanson*	Silliker Laboratories
Atefeh Fathi	A2LA Staff
Fred Fetterolf*	A2LA Assessor
David Fischer*	A2LA Board Member
Jeff Fisher	A2LA Assessor
Nancy Foncannon	A2LA Board Member/Assessor
Isao Fujita	IA Japan/Guest
Siu Lin Fung*	BIDN Hospital
Jim Galipeau	A2LA Board Member
Diana Gavin	A2LA Staff
Ray Gil	A2LA Assessor
Sheila Goodson*	Quest Technologies/3M
Adam Gouker	A2LA Staff
Chris Gunning	A2LA Staff
Jeff Gust*	A2LA Assessor
Michael Hart	A2LA Staff

David Heberling	Guest
Lance Hoboy	A2LA Board/Treasurer
Klaus Jaeger*	A2LA Assessor
Robert Jenkins	A2LA Assessor
Sandy Johnson	Exxon/Mobil
Renu Joshi	A2LA Assessor
Julie Judeika	NAMSA
Steve Kaiser*	A2LA Assessor
Aruna Kaveeshar	A2LA Staff
Paul Keep	Simco Electronics
Jeff Kelly*	ICL Calibration Labs
Mike Kesselmayer*	A2LA Board Member
Alex Klein*	Accreditation Council Chairman
Rob Knake	A2LA Staff
John Knicely	A2LA Assessor
Keith Kokal	Micro Labs
Doug Kramer	NCEE Labs
Doug Lentz	A2LA Assessor
Steve Lerman*	A2LA Assessor
Frank Lutz*	A2LA Assessor
Patricia Maldonado	Guest
Shawn Mason*	A2LA Assessor
Dennis McCully*	A2LA Assessor
Steve McGeehan	University of Idaho
Trace McInturff	A2LA Staff
Steve Medellin	A2La Staff
Ken Middlebrook*	A2LA Assessor
Dawn Mettler*	A2LA Assessor
William Mills	A2LA Assessor
Deborah Miller	A2LA Assessor/Instructor
Mitzi Miller	A2LA Assessor
Chuck Mlodzik*	A2LA Assessor
Bertha Mungia	A2LA Assessor
John Murphy*	A2LA Assessor
Tom Ouimet	A2La Assessor
William Peverill*	A2LA Assessor
Charles Pixley	USDA
Jason Poore	A2LA Staff
Vincent Pugh	A2LA Staff
Randy Querry	A2LA Staff
Roxanne Robinson	A2LA Staff
Pat Royal*	A2LA Assessor
Dilip Shah*	A2LA Board Member
Richard Sheibley	A2LA Assessor
Liz Selby	A2LA Staff
Elizabeth Smith	A2LA Staff

Phil Smith	A2LA Staff
Steve Steiro*	A2LA Assessor
Ken Stoub*	A2LA Assessor/Criteria Council Chairman
Dan Tholen*	A2LA Assessor
Matthew Torres	A2LA Staff
Peter Unger	A2LA Staff
Kim Watson	A2LA Staff
Deborah Weber	ICL Calibration Labs
Sara Weitzel	A2LA Staff
Robert Whitehead	A2LA Board Member
Herb Wilgis	A2LA Board Member
Marie Wright	A2LA Staff
Pamela Wright	A2LA Staff

\*Association Member

Total number of attendees: 99