

Draft
Minutes
ASC OP/TF 4, Conversion of ISO 10110 to a National Standard Task Force Meeting
August 3, 2009, 2:00 p.m. – 5:30 p.m.
Marriott Hotel and Marina, Encinitas Room
333 West Harbor Drive, San Diego, CA, 92101

Present	7 Attendees Representing 17 ASC OP Member Organizations	
<input checked="" type="checkbox"/>	Committee Members	Representing
<input checked="" type="checkbox"/>	David Aikens (by phone)	Savvy Optics Corporation
<input checked="" type="checkbox"/>	Gordon Boulton	JDSU Corporation
<input type="checkbox"/>	Benjamin Catching (Alternate)	JDSU Corporation
<input type="checkbox"/>	David Corridon	Individual
<input type="checkbox"/>	Walter Czajkowski	APOMA (Edmund Optics)
<input type="checkbox"/>	Jessica DeGroote Nelson	Optimax Systems, Inc.
<input type="checkbox"/>	Frank Dombrowski	Gage-Line Technology, Inc.
<input checked="" type="checkbox"/>	Marla Dowell (by phone)	IEEE/LEOS
<input checked="" type="checkbox"/>	Marla Dowell (by phone)	NIST
<input type="checkbox"/>	Lincoln Endelman	SPIE, (Endelman Enterprises)
<input type="checkbox"/>	Ulph Griesmann	OSA (NIST)
<input checked="" type="checkbox"/>	Donna Howland (by phone)	Northrop Grumman Aerospace Systems
<input type="checkbox"/>	Hal Johnson	Harold Johnson Optical Lab
<input checked="" type="checkbox"/>	Alan Krisiloff (by phone)	Triptar Lens Co., Inc.
<input type="checkbox"/>	Stephen Martinek	4D Technology Corporation
<input type="checkbox"/>	Rick Plympton (Alternate)	Optimax Systems, Inc.
<input type="checkbox"/>	William Royall	Individual
<input type="checkbox"/>	Peter Takacs	Brookhaven
<input checked="" type="checkbox"/>	Ray Williamson	Ray Williamson Consulting
	Observers (2)	
<input checked="" type="checkbox"/>	Gene Kohlenberg	OEOSC
<input checked="" type="checkbox"/>	Keith Snyder	Northrop Grumman Laser Systems

1. Welcome and Introductions

D. Aikens opened the meeting at 1:40 p.m. There was a round of introductions so that those on the phone could hear who was in the room.

2. Adoption of Agenda

R. Williamson moved that the agenda be approved, and M. Dowell seconded it. The motion carried unanimously.

3. Approval of the Minutes of the May 12, 2009 Meeting

G. Boulton moved that the draft minutes be approved; S. Martinek seconded the motion, which carried unanimously.

4. Ballot Status of ISO 10110-1, -10, -12

There were no negative comments concerning David Aikens being appointed ASC OP Leader. Therefore he has been appointed so that he can be listed in the foreword of the proposed ANS.

Part 1 ballot period is closed. Editorial changes need to be made, and then the entire OP membership can be balloted for final approval before submitting the draft to ANSI for final approval.

Part 10 is in the ballot period.

Part 12 will be issued when Part 10 is complete.

A. Krisiloff moved that after the editorial changes are incorporated, the document will be submitted to OP for final approval. M. Dowell seconded the motion, which carried unanimously.

5. Review ISO 10110-6

R. Williamson led the group through the draft of the document, discussing each question that he raised.

The Task Force recessed at 3:00 p.m. and continued at 3:09 p.m.

6. Review ISO 10110-9

G. Boulton led the group through the edited draft.

7. Review ISO 9211

G. Boulton said that a couple of parts are ready for ISO FDIS voting. There is an amendment to Part 4 which will be reviewed at the November ISO meeting.

8. Review ISO 10110-5

D. Aikens represented B. Catching on this and the next two items. He discussed the foreword.

9. Review Foreword for ISO 10110-14

Will defer this until after Part 5 is completed.

10. Review Foreword for ISO 14999-4

This is ready for balloting after Part 12.

11. Time-line for ISO 10110-18

This part does not currently exist. It will be discussed in November in Berlin. There will be an ANS that will be submitted to ISO as a working draft for an international standard.

M. Dowell left the meeting at 4:14 p.m.

12. Action Items

<i>Agenda Item</i>	<i>Action Item</i>	<i>Owner</i>	<i>Due Date</i>
4	Ballot Status of ISO 10110-1, -10, -12		
	a) Prepare an OP ballot for OP1.110-1 after Williamson edits are completed.	Kohlenberg	9/1/09
	b) Strike item 4 in the foreword of OP1.110-10.	Kohlenberg	9/1/09
	c) Revise clause 4.6.7 and submit to D. Aikens.	Williamson	8/17/09
5	Review ISO 10110-6		
	a) Continue to revise document incorporating comments received during the meeting.	Williamson, Aikens	1/15/10
	b) Forward copy of OP1.110-6 to the ISO editor.	Williamson	8/31/09
6	Review ISO 10110-9		
	Ballot OP1.110-9 after OP1.110-10 and before OP1.110-12.	Kohlenberg	TBD
7	Review ISO 9211		
	Report results of ISO meeting in Berlin.	Boulton	1/25/10
8	Review ISO 10110-5		
	a) Put table of standards in foreword.	Kohlenberg	9/15/09
	b) Delete comment about decimal periods.	Kohlenberg	9/15/09
	c) Editable version of OP1.110-5.	Kohlenberg	9/15/09
	d) Edit OP1.110-5.	Catching, Aikens	1/15/10

<i>Agenda Item</i>	<i>Action Item</i>	<i>Owner</i>	<i>Due Date</i>
10	Review Foreword for ISO 14999-4		
	Ballot this draft standard following OP1.110-12	Kohlenberg	TBD
11	Time-line for ISO 10110-18		
	a) Deliver a draft of ISO 10110-18 at the November Berlin Meeting	Krisiloff	9/30/09
	b) Follow-up with glass manufacturers for consistency of	Krisiloff	9/30/09
	c) US position with ISO 10110-18		

13. Time and Place of next TF 4 Meeting

G. Boulton moved that Task Force 4 meet again on Monday January 25, 2010, 8:30 a.m. A. Krisiloff seconded the motion, which carried unanimously.

14. Adjourn

R. Williamson moved that the meeting be adjourned; A. Krisiloff seconded the motion, which carried unanimously. The meeting adjourned at 5:00 p.m.