

**The American Society for Nondestructive Testing**  
**ASNT Certification Services Board of Managers**  
**July 29, 2021**  
**8:00 am-11:30 a.m. PDT**

1. **Call to order.** ASNT Certification Services Board of Managers President John Kinsey called the meeting to order at 8 a.m. PDT.

2. **Quorum.** A quorum was established with the following present:

**Officers**

John Kinsey, President  
Danny Keck, Vice President  
Neal Couture, ASNT Executive Director

**Committee Chairs**

Paul Deeds, Accreditation  
Joe Mackin, Certification  
John Chen, Finance  
Stacy Cotie, Strategic Management

**Recording Secretary**

Tim Jones, ASNT Deputy Executive Director

**Staff**

James Bennett, Director of Standards and Accreditation  
Absent: Donny Didion, Director of Certification

**Guests**

John Iman, ASNT President

3. **Appoint Recording Secretary.** Kinsey appointed ASNT Deputy Executive Director Tim Jones as the Board of Managers (BoM) recording secretary.
4. **Approval of agenda.** Kinsey moved to approve the agenda; Keck seconded with the addition of Item 13.

The motion was approved with revision.

5. **Review of the LLC structure and relationship to ASNT.** Following Couture's overview presentation of the ASNT Certification Services LLC, which included review of the organizational chart and key provisions of the operating agreement, Couture was tasked to add staff contacts to the organizational chart.
6. **Develop mission statement.** Following discussion focusing on developing a mission statement and discussing steps that can be taken for doing so, the BoM agreed to move forward with development. Cotie was tasked to lead the Strategic Management Committee through the process for crafting a draft mission statement for consideration by the BoM.

7. **Committee appointments and volunteer structure.** The BoM laid the groundwork for committee appointments. Committee chairs are encouraged to avoid appointing ASNT Board members to their committees and to keep committee size between five to 12 members. People currently working on ASNT committees can at the discretion of the LLC committee chairs participate on LLC committees. Following discussion, committee chairs were tasked to provide their recommended structure and composition of their committees to the BoM for approval by September 1.
8. **Policies and procedures.** Committee chairs were tasked with developing draft policies for their respective areas. It was agreed that policies could be based on existing ASNT policies or be drawn from new ideas with an eye toward simplicity. Consolidating multiple policies, such as ethics policies, would be preferable. ASNT Policy G-14 will be revised to address LLC materials dealing with intellectual property. ASNT's Director of Marketing and Communication will oversee the revision. As of a matter of style, the BoM agreed that using "ASNT LLC" for internal communications when referring to "ASNT Certification Services LLC" is acceptable for policies, etcetera. Outward communications should use ASNT Certification Services LLC.
9. **FY22 Budget.** Couture reviewed the FY22 budget noting that about 33% of ASNT reviews currently come from activities now under the LLC. Chen noted that next year, the LLC will develop and manage its own budget. The LLC's budget will require review and approval by the B&F Committee and the ASNT Board of Directors.
10. **Programs Review.** The BoM reviewed certification and standards and accreditation programs. Highlights follow.

#### **ISQ**

575 exams have been given to date. The BoM discussed the pass/fail rate and how to improve the current 43% to 45% pass rate. Chevron is expected to release the remaining \$100K balance due to ASNT following the release of the shear wave and phased array programs later this year.

#### **ACCP**

Concerns over delays in the program arose. Couture noted a project manager is expected to be hired within the next 30 days to assist with the expediting administration of the ACCP program.

#### **ASNT NDT II/III**

The BoM discussed the need to update reference materials, it was recommended that a committee be formed to lead the review. No action items or tasks were assigned.

#### **EBC**

Bennett presented the quarterly Employer-based Certification (EBC) audit program report noting that the program was released in October 2020 and that five audits took place during Fiscal Year 2021.

#### **ATO**

Bennett informed the BoM that an authorized testing organization (ATO) business case had been drafted. The business case will be forwarded to Accreditation Committee Chair Deeds for his review. Following approval, the plan will go through the budgeting process and launch following all approvals. Release is expected in about 18 months.

- 11. ICNDT MRA.** Following discussion whether to enter into a mutual recognition agreement (MRA) with ICNDT, Couture moved a written response be sent to ICNDT Chair Babu Sajeesh Kumar stating that ASNT is not interested in participating at this time. Makin seconded.

The motion was approved without objection.

- 12. Strategic Planning.** The BoM discussed whether it wants its own process for strategic planning development. The BoM agreed to reconvene in November to further discuss. Cotie and Couture will meet prior to the next meeting to outline next steps.

- 13. Other.** Keck reported on ASNT Board ad-hoc AI/ML Committee activities and noted that the ad-hoc should ensure all AI/ML matters dealing with certification be brought to the attention of the ASNT LLC Certification Management Committee; the BoM discussed the need for developing a process for introducing new methods; a question arose regarding the status of beta exams for guide wave, Couture took the action item to check with the Director of Certification and report back to the BoM.

**14. Adjournment.**

Couture moved the meeting adjourn; Makin seconded.

The first meeting of the ASNT Certification Services Board of Managers adjourned at 11:37 a.m. PDT.

**Tasks**

1. Couture to revise the current organizational chart to include staff contacts.
2. Cotie and the Strategic Management Committee to craft a draft mission statement for consideration by the BoM.
3. Committee chairs will provide their recommended structure and composition to the BoM for approval by September 1.
4. Each chair to propose to draft policies they for their area by September 1.
5. Certification staff to work with Committee Chair Makin to organize CMC procedures and other documents and have them moved into Govenda.
6. ASNT's Director of Marketing and Communication will oversee the revision of ASNT Policy G-14 to cover matters of intellectual property.
7. Couture to provide conflict of interest forms for LLC BoM to sign and will develop a BoM orientation program.
8. Couture to write a letter to ICNDT Chair Babu Sajeesh Kumar stating that ASNT is not interested in participating in an MRA at this time.
9. Couture to check with the Director of Certification and report back to the BoM regarding status of the guided wave beta exams.