DEFINITIONS COMMITTEE

Assigned Topics	Status	Notes / Documents	Start Date
PHOTO DOCUMENTATION			
Best Practices - Digital Photography	PROMOTE	Continue to Promote with companies/participants	1/1/2018
Best Practices - 3D	Identify Users; Compile Draft Language	Companies like Jenkins, Rytech, ATI could be target companies to work on process of use. Consider challenge of exterior. May be just an addendum to the DP, as it exceeds all best practices.	11/1/2019
Best Practices - Drone	Awaiting 3D	Begin after 3D. Methods and practices possible for aerial; "how" to take? Regulations/legislative oversight, insurance factors(?) Considerations prior to usage, then maybe usage as well	11/1/2019
Best Practices - Video	Awaiting 3D	Begin after Drone. LtR when possible, Narration when possible… length of time	11/1/2019
Best Practices - Contents	Preview at Meeting		
Best Practices - Annotations and Notes	Preview at Meeting	Annotations and Notes could be an umbrella best practice for all these medias (incidents, humidity, etc.)	12/6/2019
TECHNOLOGY			
Documentation (descriptions?)	Compile Draft Language	What are all the ways of documentation (?)	11/1/2019
Sharing of Information	Identification of next step	API / Integrations, imagery & data file type; ownership of data and security in storage	11/1/2019
Privacy of Data / PII	Identification of next step	Who owns the data - is this answered; What elements are considered PII, what technology is doing to consider this, i.e. removing family photos off the walls	11/1/2019
DEFINITIONS			
Definition: job start	Compile Draft Language	look at IICRC terms first	11/1/2019
Definition: customer contacted	Compile Draft Language	service standards, timeliness	11/1/2019
Definition: date of completion	Compile Draft Language		11/1/2019
Definition: Overhead & Profit	Compile Draft Language	identify possible sources of defition currently out there. Estimating Comm of RIA is also working on this -> should probably wait	11/1/2019
PROGRAM AGREEMENTS			
Program Language - Standard Fields	Continue Working Drafts	Standard Language Elements for Practical Application for Program Agreements [Draft]	5/10/2019

COMPLETE DOCUMENTATION

Topic	Status	Description	Date
Definition of a Complete Estimate	Compile Draft Language	What are the elements of a complete estimate, each part gathered on-site; process steps, meeting standards (i.e. drying standards). Looking to estimating platform building blocks/manuals and training. Maybe first step is transparancy of comparisons of different versions out there currently in the marketplace	4/5/2019
Definition of "Scope", Complete Job Folder - "Bulletproof file"	Awaiting Complete Estimate	Things like initial inspection, estimate, work auth., certificate of completion. Readings, equipment, tests (mold, lead), photos. "Scope" - readings, damage, inc. estimate (RIA Scoping Committee)	11/1/2019
3rd Party Reviewers	Identification of next step	comments about disputed amounts; related to complete documentation (?)	11/1/2019
Internal Documents / Training	Identification of next step	How to train for a complete estimate / scope creation	5/10/2019

OTHER TOPICS-ISSUES

Topic	Status	Description	Date
Warranties	Presented Factual Info; No further action currently	not enough industry data available to show true cost of extending out warranty times	2/15/2018
Transparancy around billing	Identification of next step	Inquiry from participant:	11/1/2019
Contractor - Sub Contractor Relationships	Identification of next step	Inquiry from participant: insurance requirements and questions surrounding what they would be exempt from. Insurance liability	11/1/2019
Minimum requirements for a "Contractor"	Identification of next step	discussed in prior committee meetings; is it still a valid issue?	11/1/2018
Burden of cost of technology use	Identification of next step	Inquiry from participant: administrative shift to contractor, is this being considered for program work or costs associated with doing business	11/1/2019