The annual meeting of the ESA Certification Board (CB) was held at the Town and Country Resort & Convention Center, San Diego, December 8, 2007. Director Judy Black called the meeting to order at 12:37 pm.

CB members in attendance:
Jim Cilek (Director-Elect)
Bob Davis (Past Director)
Liz Dykstra (PB rep)
Mitch Meehan (NCB rep)

Other BCE members and ESA staff in attendance:
Forrest St Aubin
Bob Davis
Harold Harlan
Marvin Harris
Shripat Kamble
John Matuszewski
Stuart Mitchell
Arun Sen
Chris Stelzig
Stuart Mitchell

The 2006 CB minutes were presented to Board members for their approval. Bob Davis made a motion to accept the minutes. Seconded by Jim Cilek. Motion passed unanimously.

The BCE Business Meeting will be held Monday, December 10, 2007 from 11:00 - 1:00 PM in the Hampton, Regency Ballroom, First Floor of the Town and Country Resort & Convention Center. This will be a brown bag event with drinks provided.

This year, we have a joint display of our BCE booth with that of the ESA headquarters booth.

We continue to recognize new BCE/ACE members in the monthly ESA newsletter.

Chris Stelzig provided the BCE/ACE Membership Status third quarter 2007 report from ESA headquarters. We have a total of 327 BCE's (goal for 2007 was 310) and 4 Student Interns (goal for 2007 was 4). We also have a total of 76 ACE members (goal for 2007 was 70).

Judy Black passed out the Director's Progress Report prepared for the ESA Governing Board.

**Committee Reports**

1. Awards:
Bob Davis was awarded our annual BCE Distinguished Service Award. Mike Fisher (Univ. NE) was awarded the Student Scholarship. Thanks go to the volunteers of the Awards Committee for their service in this regard.

2. PM&C Review Committee – committee continues to randomly audit about 10% of PM&C reports submitted.

3. BCE Examining Committee – process is working well at this point. It was discussed whether or not BCE/ACE exams need to be given to instructors to assist them in training/study sessions for BCE/ACE applicants. It was decided that exams would not be given to instructors as we must protect the integrity of the exam. However, PowerPoint’s that have been developed by BCE’s to train ACE candidates are available to assist with training sessions given by other BCE’s.

4. Continuing Education Committee
The BCE sponsored symposium for this year is entitled "A Public Health Menace, The Resurgence and Mitigation of Cimex lectularius Linnaeus". Thanks go to the organizers, Ted Granovsky, Harold Harlan, Shripat Kamble, and Stuart Mitchell.

5. Standing Committees
   a. ACE Ad-hoc Committee. It was discussed that the ACE Committee operations manual needs to be reviewed.
   b. PM&C Review Ad-hoc Committee-no report.

Update report of CEDA relationship. Bob Davis reported no action on this item.

Marketing ideas for 2008:
1. The National Pest Management Association (NPMA) allowed us exhibit at their meeting at no charge because we made a reciprocal agreement with them to exhibit at ESA at no cost. The Board decided to wait until after the ESA meeting to approach NPMA to see if they wanted to repeat this arrangement for 2008.

2. Jim Cilek reported that in order for us to exhibit at the 2008 annual meeting of the American Mosquito Control Association (AMCA), we would have had to commit funds before our CB meeting (cost $1,100.00). It was decided not to exhibit at this meeting for 2008, but that the Board may discuss the possibility of exhibiting at AMCA for the 2009 meeting.

3. New York Expo – Chris Stelzig reported that many contacts for ACE applications were made at this meeting. It was very well attended and very well organized. He felt that this will produce a greater increase in the NYC area for the ACE program.

Job Descriptions for Branch Representatives need to be developed. Judy Black volunteered to write up the descriptions. Moreover, the Board needs to define terms of office for sub-committee members.
Discussion was held about the concern of carrying past due members longer than 2 and 3 years on the books. In the BCE category, we currently have 1 past due member from 2004, 7 past due members from 2005, 16 past due members from 2006, and 31 from 2007. There are 8 ACE members than have not renewed their membership since 2006. The Board agreed that past due members longer than 2 and 3 years should be dropped from the rolls. However, it was pointed out that a procedure/protocol/process needs to be developed to contact those who are delinquent in submitting PM&C forms as well as membership renewals. Judy volunteered to develop a draft for CB comment.

It was also discussed that ESA branches participate more in promoting the Certification program through the Branch reps. Activities for promotion could include exhibit booths, as well as provide specialty training workshops and examinations.

The urban specialty exam needs to be updated for 2008. Also we should solicit new questions to generate another set of ACE exams. It was suggested that the ACE Exam committee members do this within their committee.

The BCE Symposium for 2008 needs to be developed. Stuart Mitchell volunteered as a possible chair. Discussion ensued on the possible topics could be considered. Stuart and Jim Cilek mentioned necrotic arachnidism and the issues related to this condition. Stuart Mitchell, Shripat Kamble, Ted Granovsky, and Jim Cilek volunteered to arrange the symposium around this topic if it was chosen as a symposium topic.

ACE Support Committee Report was given by Stuart Mitchell, Chair. This committee had been officially renamed and removed from ad-hoc status to full status by a cybervote earlier in the year. At this year's CB meeting the following members were voted onto the committee and their terms were as follows:

Forrest St. Aubin, BCE (Chair, 2008)
Arun Sen, BCE (2008)
Stuart Mitchell, BCE (2008-9)
Mike Merchant, BCE (2008-9)
Chris Mills, ACE (2008)
Ronnie Holder, ACE (2008-9)

Discussion was held on plans for expanding the ACE program. Several CB members expressed the continued desire of having us exhibit at various pest control meetings and conferences. In addition, those persons who can provide short articles for trade journals, etc. please do so as it would help in promoting the program.

The dates of the annual ESA meeting for 2008 are November 16-19 at Reno, NV.

Marvin Harris, Certification Board Liaison to ESA Governing Board (GB), stated that they have interviewed 2 candidates for Executive Director at the annual meeting in San Diego. Bob Davis stated that he wanted to have Marvin relay the CB appreciation for continued funding of our Certification marketing efforts. We also found out, through Chris Stelzig, that we have a
recurring budget for this purpose provided by the GB. We currently have budgeted $5,900.00 in 2008 for marketing purposes.

Roxanne Connelly was elected to serve as SE branch representative as well as Joe Barile for the Eastern branch representative to the CB Board. Both persons will serve from 2008-2010.

John Matuszewski was introduced, by Chris Stelzig, to the CB as our Certification administrator provided by our independent contractor Drohan Management.

Bob Davis stated that he would look into us sharing a booth with Pi Chi Omega at the next annual meeting of the National Pest Management Association if we have to pay for exhibit space.

Discussion was held whether the verbiage of PM&C Activity 1, Consulting/Teaching section was too restrictive for those in academic positions wishing to renew their certification. Liz Dykstra made the motion that the wording in this section be changed to the following: "one credit per activity per month, maximum 12 CEU's, may be claimed annually for consulting and/or teaching Entomology or Entomology related courses". Motion seconded by Arun Sen. Discussion on the motion continued and then voted upon. Motion passed unanimously.

California ARPE update – Bob Davis will contact ESA to make sure that this money is moved as was discussed last year.

Judy Black stated that a calendar of action items and due dates needs to be developed for the Director and CB. Bob Davis presented a PowerPoint presentation on this issue. The appropriate dates and persons responsible for completing the listed tasks were assigned by the Board at this meeting.

There being no further business, Arun Sen made the motion to adjourn. The motion was seconded by Bob Davis. Motion passed unanimously. Meeting adjourned at 5:17 pm.

Respectfully submitted,
Jim Cilek, Director-Elect