



**Certification Board Q2 Meeting**  
June 21st 2016 1pm – 2pm (Eastern)  
Phone Conference  
**MINUTES**

**Certification Board Members Present**

Forrest St. Aubin (Director)	Zia Siddiqi (Director-Elect)	Laura Higgins (Past-Director)
Robin Todd (Eastern Branch)	Dennis Ring (SE Branch)	Molly Keck (SW Branch)
Andrew Sutherland (Pacific Branch)	Robert Kunst (ACE Rep)	Shripat Kamble (Ad Hoc)
Sujaya Rao (GB Rep.)		

**Additional Certification Board Committee Chairs Present**

George Schoeler (Chair, MV review) Harold Harlan (Chair Core review)

**Staff Present**

Chris Stelzig (Staff) Matthew Chism(Staff)

**Certification Board Members Absent**

Stuart Mitchell (NC Branch) Juan Rodriguez (Int. Branch) Arun Sen (CEU cmte)

**Meeting Call to Order 1:01pm EST**

St. Aubin called the roll and a quorum was determined to be present.

MOTION: Move to approve the March 2016 minutes of the Certification Board. The motion was received, seconded, and approved.
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**Director's Report**

1. No Director's report submitted

**Headquarters Report**

- Chism updated the CB on the exam review process for the BCE Core Exam and the Medical and Veterinary Specialty exam.
- It was noted that since the past meeting, Jerry Heath was appointed as successor to Stuart Mitchell to chair the ACE Support Committee
- Chism updated the committee on the fact that items are being submitted to the ACE Support Committee for discussion, review, and eventual adoption into the ACE exams.
- Chism briefed the CB on the ACE and BCE renewal process, noting that virtually all ACEs had renewed for the year and only an estimated 15 BCEs were still to renew or submit their CEU paperwork.
- As requested at a prior meeting, staff is assembling a flyer to promote the BCE program. It should be distributed prior to ICE 2016.
- Stelzig noted that applications had been received for the majority of open positions, but that the ACE Professional Award did not receive any nominations for 2016. The CB was encouraged to consider their personal networks and make additional outreach during the 2017 awards season.
- Candidates for BCE-Emeritus were presented to the CB for consideration.

MOTION: Move to approve the BCE Emeritus applications of Robert Hall, effective immediately. The motion was made, seconded, and approved.
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**Reports**

No Branch or committee reports were provided. The Board briefly discussed the idea of eliminating this portion of the agenda for future meetings.

**Discussion Items:**

In a discussion led by Harlan, the CB discussed the new BCE Core Exam Content Outline and considered changes made after the public survey and subsequent committee updates. The Board thanked Harlan for his hard work to date.

MOTION: Move to approve the revised BCE Core Content Outline. The motion was made, seconded, and approved.

Schoeler led a discussion regarding the revision of the BCE Medical and Veterinary Specialty exam, noting that a survey was in-process of the med-vet community. Responses are expected to be returned by mid-July 2016 and a revised outline will be brought back to the CB at the September meeting.

MOTION: No motion at this time.

**New business:**

- The board discussed creating a webinar task force to explore CEUs that could or should be awarded when a webinar is submitted for recertification credits. St. Aubin agreed to begin the process of forming a committee, but no formal action was taken on this initiative.

MOTION: Move to adjourn. The motion was made, seconded, and approved.

**Adjourned at 2:10pm EST**

Next meetings scheduled:

Q3: Annual Meeting 11am-2pm Monday September 26<sup>th</sup> 2016