Certification Board Q1 Meeting  
March 28th 2016  1pm – 2pm (Eastern)  
Phone Conference

MINUTES

Certification Board Members Present  
Forrest St. Aubin (Director)  Zia Siddiqi (Director-Elect)  Laura Higgins (Past-Director)  
Dennis Ring (SE Branch)  Robin Todd (Eastern Branch)  Robert Kunst (ACE Rep)  
Jim Fredericks (Ad Hoc)  Andrew Sutherland (Pacific Branch)  Shripat Kamble (Ad Hoc)

Certification Board Committee Chairs Present  
Zia Siddiqi (ACE-ICTE)  Shripat Kamble (Examination/ Continuing Education)  Forrest St. Aubin (Awards)

Staff Present  
Chris Stelzig (Staff)  Matthew Chism (Staff)

Guests

Certification Board Members Absent  
Molly Keck (SW Branch)  Stuart Mitchell (NC Branch)  Juan Rodriguez (Int. Branch)  
Sujaya Rao (GB Rep.)

Meeting Call to Order 1:01pm EST  
Director St. Aubin asked Chism to call the roll and a quorum was determined to be present. A motion to approve the minutes was received, seconded, and a vote was called.

MOTION: Move to approve the November 2015 minutes of the Certification Board. Vote carries.

Director’s Report  
1. Nothing to report at this time from Forrest St. Aubin

Headquarters Report  
1. Chism Spoke regarding Marketing and Travel at Regional shows  
2. Informed board that the BCE specialty exams still on paper were moving to en electronic format  
3. Update on Renewal Process  
4. BCE Issue of Ethics – resolved

MOTION: Move to approve the BCE Emeritus applications as submitted of Robert Hall, Eric Jang, and Rovy Scruggs), effective immediately. (Kamble/Sutherland 2nd) Vote carries.

Reports

Branch and Committee reports were provided from the following groups. Items of high importance are noted.

- We should move to a consent agenda for most of the branch and committee reports. To do this we’d need the committees and branch reps to submit their stuff ahead of time and then send it out to all board members prior to the meeting.

1. Governing Board -- No Report  
2. Recertification Committee – No report  
3. ACE Support Committee – No Report  
4. ACE-ICT Support Committee – No Report  
5. CEU - should include current and past director too  
6. Awards Committee – No Report
Discussion Items: Informed that the Cert. Manual was updated to reflect Ethics review process, Re-market BCE program (possibly surveying who didn’t renew, is this problem Industry Specific) Create BCE Flier - Kunst suggested that we work with the NPMA Business development committee to find out why the employer’s value (or don’t) certification

Core Exam Review: Stelzig spoke about the core review, and updated regarding survey sent out

| MOTION: No motion at this time |

Medical and Veterinary Exam Review: Stelzig spoke about the core review, and updated regarding survey sent out

| MOTION: No motion at this time |

New business
Stuart resigning from ACE support committee and HQ/Director will be looking for replacement, Survey for ACE/BCE perceived Value

| MOTION: Motion to Adjourn meeting – Forrest St. Aubin approved, and Robin Todd 2nd motion |

Adjourned at 1:50pm EST

Next meetings scheduled:
Q2: June 21st