



**Certification Board Q1 Meeting**  
March 28<sup>th</sup> 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-I cte) 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 an 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 Scuggs), effective immediately. (Kamble/Sutherland 2<sup>nd</sup>) *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-I 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 2<sup>nd</sup> motion

**Adjourned at 1:50pm EST**

Next meetings scheduled:

Q2: June 21<sup>st</sup>