MINUTES

Certification Board Annual Meeting  
May 19, 2015  2pm – 4pm (Eastern)  
Phone Conference

Certification Board Members Present
Laura Higgins (Director)  Forrest St Aubin (Director-Elect)  Pat Copps (Past-Director)
Molly Keck (SW Branch)*  Andrew Sutherland (Pacific Branch)  Juan Rodriguez (Int. Branch)
Dennis Ring (SE Branch)  Robert Kunst (ACE Rep)  Shripat Kamble (Ad Hoc)
Jim Fredericks (Ad Hoc)  A. “Stormy” Sparks (GB Rep.)

Certification Board Committee Chairs Present
Arun Sen (CEU cte)  Zia Siddiqi (ACE-I cte)

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

Certification Board Members Absent
Robin Todd (Eastern Branch)  Stuart Mitchell (NC Branch)

Meeting Call to Order 2:01pm EST
Director Higgins asked Stelzig to call the roll and a quorum was determined to be present.

MOTION: Move to approve the February 2015 minutes of the Certification Board as corrected. Vote carries.

Director’s Report
1. The BCE symposium topic has been accepted. Higgins thanked Kamble for his strong work on the presentation. Stelzig mentioned that Rollins has agreed to sponsor the Symposium with a reception to follow. Siddiqi will forward Higgins the name of a Rollins representative to speak during the symposium. Topic is insect monitoring.
2. All other items deferred since they are also in the ESA HQ Report

Headquarter’s Report
1. ACE book continues on pace and should be ready by PestWorld
2. Stelzig highlighted travel from the Spring 2015 season, many trips on behalf of the ESACC
3. AMCA has agreed in principle to work with ESA on developing an ACE-Public Health option. They are forming a committee of appx. 5 people. Higgins asked Stelzig to suggest names to work on the group from the ESA side.
4. Work on the ACE Turf and Ornamental continues with strong interest in a certification program evidenced via a survey of professionals in that line of work.
5. Groups continue to work on reviewing the content of the BCE Core Exam and the BCE Medical/Veterinary Specialty Exam. Kamble noted that a BCE is working on a BCE Core Study Guide. Higgins will coordinate any recommended changes by the CB members, but Sutherland and others suggested tabling that project until the review of the BCE Core Exam is complete to ensure that the guide accurately reflects the current exam content.
6. Stelzig noted that this is the time of year for the CB to consider fees but did not advocate changing fees for CY 2016.
7. Stelzig noted that board nominations are now due for CY 2016 CB members as well as for candidates for awards. CB members are encouraged to help highlight and seek nominees.
8. One late request for consideration as a BCE-Emeritus was received.

MOTION: Move to grant BCE-Emeritus status to Joe Azzarello, effective immediately. Vote carries.

Reports
Branch and Committee reports were provided from the following groups. Items of high importance are noted.
1. Governing Board  -- No Report
2. **ACE Support Committee** – Stelzig mentioned, on behalf of Mitchell, that Jeff Preece, ACE would like to join the ACE Support Committee. After some discussion, Higgins appointed him to a 3-year term to commence immediately and to conclude at the end of the 2017 ESA Annual Meeting.

3. **ACE-I Support Committee** – Siddiqi reported that all is progressing well, if a little more slowly than originally anticipated with the ACE-I certification program development.

4. **Examining Committee** – Kamble indicated that he is looking to add new members to his committee and that both the Core Exam and Med/Vet Specialty reviews are underway.

5. **Military Committee** – No report.

6. **Recertification Committee** – Sen indicated that the annual audit will commence shortly.

7. **Continuing Education Committee** – Kamble reminded the Board of double CEU credits for attending the BCE Symposium. The Board asked Stelzig to do a letter of participation after the meeting based on the sign-in sheet.

8. **Branch Reports**
   a. **Southwestern Branch** – Keck mentioned that several people tested and passed recently in her branch.
   b. **Pacific Branch** – Sutherland has a long-term goal of hosting an ACE Review course.

**Discussion Items:**
Stelzig presented the revised Certification Program Manual to the Board and introduced a new document, the new CB member orientation guide. Both were discussed and approved with no changes.

| MOTION: Move accept the Certification Program Manual and the Certification Board New Member Orientation Guide as official policy of the ESA Certification Programs. Vote carries. |

**New business**
- None presented

**Adjourned at 3:08pm EST**

**Next meetings scheduled:**
Q3: August 18, 2pm EST
Q4: Annual meeting