



## Minutes for Board Meeting – December 18, 2014

### **Board Members:**

Micah Henderson – **Chair**  
Todd Domeck – **Vice Chair**  
Scott Conant – **Treasurer**  
Brian Lisson – **Secretary**

MB Buckner  
Gary Cwidak  
Niels Damman  
Ben Kopp

Matt Marcus  
Ryan Olson  
Michael Smith  
James Borishade

*Absent:*

*Quorum present?*

*Others Present:*

### **Proceedings:**

Meeting called to order at: 1:06 CST

#### I. Review and Approve Agenda

*Motion #1: To approve agenda*

*Moved by: Scott Conant*

*Seconded by: Todd Domeck*

*Motion Carried: Unanimous*

#### II. Approval of Minutes

a. November 20, 2014

*Motion #2: To approve the minutes of the Board of Directors meeting of November 20, 2014*

*Moved by: Scott Conant*

*Seconded by: MB Buckner*

*Motion Carried: Unanimous*

#### III. Old Business

a. ANSI Update (James)

- Executive Director provided an update on the decision from the Appeal of our Proposed ANSI Standard

- a) Spreadsheet of comments has been prepared. A meeting is scheduled with the Chairs of the Standards Writing Committees to review the decision and identify next steps.



- b) It was noted that the appeal process is costly
- b. ASTM Update
  - Micah Henderson provided an update about hosting ASTM meetings at our annual conference.
    - a) There will be an ASTM working meeting at our conference on Thursday 8-3pm
    - b) An informational meeting (sub-committee) is being scheduled for Friday morning.
- c. Program Endorsement
  - James to send Mike revised Review Committee Policies
- d. Commercial CZLT & AP Branch (James)
  - Membership Fees discussed
  - Need to provide feedback to James on proposed Membership Benefits
  - Mike will meet with James to put together a revised document which includes the Zip Line Branch and Program Endorsement to be reviewed by the January. Goal would be to have motions for Face to Face meeting.
- e. Committee Structure (Brian)
  - tabled
- f. Insurance Audit Update (Todd)
  - Update from Todd Domeck
  - Received a quote from Dan Freeh for Insurance Audit
  - BOD to review written report at the next meeting
  - Todd to prepare a motion

Motion #3: To go into closed session

Moved by: Todd Domeck

Seconded by: MB Buckner

Motion Carried: Unanimous

Motion #4: To come out of closed session

Moved by: Todd Domeck

Seconded by: MB Buckner

Motion Carried: Unanimous

- Trying to have Audit committee finish up by Face to face meeting.



#### IV. New Business

##### a. PCTC

Motion #5: To receive the draft Level One Test from Practitioner Certification Test Committee and thank them for their work.

Moved by: Brian Lisson

Seconded by: Todd

Motion Carried: Unanimous

##### Next Steps:

- Discussion about need for staff person to implement this
- Question about priorities and resources: Certification vs Program Endorsement
- Suggested that a group be struck to figure out how to integrate test into existing PVM based certification system.
- Beta the test.
- Micah will prepare a Task Force Terms of Reference for the next steps on this.

##### b. PVM Symposium (Micah and Mike)

- Mock trial Robert and Rebb are working together. Everest International is putting the trial together.
- 2 scenarios.
- Has spoken to Kim about registering Board Members and Speakers.

#### V. Adjourn

Motion #6: To adjourn

Moved by: MB Buckner

Seconded by: Scott Conant

Motion Carried: Unanimous

#### VI. Next Meeting

January 15, 2015 1:00 pm CST Phone Meeting