



***Emerald Coast Chapter
International Test and Evaluation Association
Post Office Box 1584
Eglin Air Force Base, Florida 32542***

*President
Jeri Ghosh*

MINUTES OF THE EXECUTIVE COMMITTEE MEETING

*President Elect
Rob Crist*

*Past President
Chris Nixon*

*Secretary
Arissa Hodges*

*Treasurer
Buff Tibbetts*

*Board of Directors
Jim Brock
Ron Higdon
Ted Welch
Mike Buck
Dale Bridges
Doug Davis*

*Education Chair
Mike Buck
Chris Snider*

*Membership Chair
Neil Christianson*

*Program Chairs
Donna Self
Jose Pvallalta*

*Awards Chair
Harry Strittmatter*

*Symposium Chair
Mark Erickson
Chris Nixon*

*Publications Chair
Alan Colthorp*

*Election Chair
Tim Swope*

*Webmaster
Andrew Gosnell*

1. **Call to Order.** President Jeri Ghosh called to order the Executive Committee meeting in Building 22 Conference Room 107, Eglin AFB, FL, on Tuesday, 02Mar09 at 12:05PM.
2. **Minutes of Previous Meeting.** Minutes of the February 2009 meeting were approved.
Members in attendance: Jeri Ghosh, Rob Crist, Chris Nixon, Arissa Hodges, Buff Tibbetts, Jim Brock, Ron Higdon, Mike Buck, Dale Bridges, Doug Davis, Chris Snider, and Alan Colthorp.
3. **Reports:**
 - A. Treasurer – Buff Tibbetts reported the chapter has \$500.30 in checking and \$13,522.71 in money market accounts. ITEA nationals should send us a membership reimbursement check for about \$837 to be added to the checking account. The Emerald Coast Chapter was mentioned at the Northwest Florida State College Math-a-thon and the Okaloosa County Science Fair as event sponsors. Buff Tibbetts will send Alan Colthorp sponsor information to include in the Chapter News section of the ITEA *Journal*.
 - B. Education Chair – Mike Buck reported 06Mar2009 was deadline for receiving scholarship applications. A committee has already been formed to review the applications. Twenty-one applications have been received to date. The applications will be evaluated, ranked, and submitted to the ITEA ECC Board of Directors. Chris Nixon brought up organizing an event for students who submitted applications during the week of 30Mar2009. Doug Davis took the action to put together an event based on test range availability.
 - C. Membership Chair – Neil Christianson was not in attendance. Jeri Ghosh reported ITEA nationals had approved membership dues increases for 2009: \$50/year for individuals and \$800/year for companies. Buff Tibbetts reported that we currently have 186 active members.
 - D. Programs Chair – Donna Self was not in attendance. Gen Davis will be the speaker at the NDIA event. Donna Self sent out email with event specifics. Jose Pvallalta will Co-Chair the Programs Committee with Donna Self for the 2009 year.
 - E. Awards Chair – Harry Strittmatter was not in attendance. Jeri Ghosh reported we are currently waiting for the plaque for the 4th quarter winner. Jeri Ghosh took the action to make sure the ITEA quarterly awards are on the Test Wing calendar. Also, the ECC needs to start submitting quarterly winners for national awards.
 - F. Symposium Chair – Mark Erickson was not in attendance.
 - a. **SEEK EAGLE:** Jim Brock stated the symposium is scheduled for April 2010. ITEA ECC will handle the Emerald Coast Conference Center booking and contracting. The budget for this event is currently \$70,000+. SEEK EAGLE is trying to put together an IT plan and have conference center personnel responsible for executing the plan. ITEA Nationals will assist with registration, fees, tutorials, exhibitors, sponsors, etc. Chris Nixon took action to give Jim Brock contact information for Eileen Redd at ITEA Nationals. The Chair for the Symposium will be Mr. Arnold. SEEK EAGLE currently does not have a theme for the symposium.
 - b. **T&E Forum:** Government Civil Service T&E workforce theme is being pushed by Arnold AFB, Edwards AFB, and Eglin AFB. ITEA ECC believes this theme would not appeal to the contractor workforce. Jeri Ghosh will send out requests for theme ideas and a committee will try to narrow down a topic.

- G. Publications Chair – Rob Crist will hand off Publications Chair responsibilities to Alan Colthorp. Together they will put together a recap of 2008 (quarterly award winners, NWFSC Math-a-thon, Okaloosa County science fair, etc) and submit to the ITEA *Journal*.
 - H. Election Chair – Tim Swope was not in attendance.
4. **Old Business:** None.
 5. **New Business:** The ECC BOD welcomed Jose Pvillalta and Alan Colthorp to the chapter. Jose Pvillalta will Co-Chair the Programs Committee and Alan Colthorp will Chair the Publications Committee.
 6. **Next Board of Directors Meeting:** Tuesday, 07April at Bldg 22, Room 107. The meeting will begin at 12:00 PM
 7. The meeting adjourned at 12:50 PM.

Arissa Hodges, ECC Secretary