



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

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MINUTES OF THE EXECUTIVE COMMITTEE MEETING

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, 14Apr09 at 12:02PM.
2. **Minutes of Previous Meeting.** Minutes of the March 2009 meeting were approved. **Members in attendance:** Jeri Ghosh, Rob Crist, Arissa Hodges, Buff Tibbetts, Ted Welch, Mike Buck, Dale Bridges, Chris Snider, Neil Christianson, and Harry Strittmatter.
3. **Reports:**
 - A. **Treasurer** – Buff Tibbetts reported the chapter has \$1,337.30 in checking and \$13,533.17 in money market accounts. ITEA nationals sent membership reimbursement check for \$837 that was added to the checking account.
 - B. **Education Chair** – Mike Buck reported all application packets had been evaluated and the rankings of the applicants were given to the ITEA Executive Committee for discussion. After discussion, it was moved and seconded for ITEA to fund a minimum of 4 scholarships and a maximum of 6 scholarships depending upon funding. Buff Tibbetts took the action to call ITEA Nationals to check funding availability in the scholarship account. Mike Buck will prepare award letters to be signed by Jeri Ghosh. Volunteers for high school award ceremonies will be needed. Mike Buck will send Arissa Hodges a volunteer solicitation email that will be distributed to the ITEA ECC membership.
 - C. **Membership Chair** – Neil Christianson reported the ECC has 186 active members, some of which are no longer at Eglin and surrounding bases. Arissa Hodges took the action to update the membership distribution list.
 - D. **Programs Chair** – Donna Self was not in attendance. Jeri Ghosh reported that ECC is responsible for the 3rd quarter ITEA/NDIA/AIAA event. In an email sent by Donna Self, she suggested holding an event in August and inviting Dr. Simpson to speak.
 - E. **Awards Chair** – Harry Strittmatter reported that he has received 1st Quarter Award Applications from the 53rd Wing; he is waiting for submittals from the 46TW. The deadline for submitting awards applications is April 24th. Harry will send the applications to the Executive Committee for vote. It was suggested that the ITEA Quarterly Award be presented at the Team Eglin Awards ceremony.
 - F. **Symposium Chair** – Mark Erickson and Chris Nixon were not in attendance.
 - a. **SEEK EAGLE:** Ted Welch reported that SEEK EAGLE has assembled a symposium team, they have received the Check-List from Chris Nixon, and the Budget has been set. Jeri Ghosh offered ITEA ECC support to SEEK EAGLE in planning and preparing for the symposium.
 - b. **T&E Forum:** Revitalizing the Eglin T&E workforce theme is being pushed. Jeri Ghosh and Buff Tibbetts suggested holding the T&E Forum in early September and they will continue to solicit ideas for a theme.
 - G. **Publications Chair** – Alan Colthorp was not in attendance. Rob Crist reported the next issue of the ITEA *Journal* should have the ECC's quarterly award winners from 2008. Buff Tibbetts will provide Alan Colthorp Okaloosa County Science Fair and NWFSC Math-a-Thon sponsorship information for the ITEA *Journal*.
 - H. **Election Chair** – Tim Swope was not in attendance.
4. **Old Business:** Discussion on the NWFSC Scholarship Fund was tabled until Chris Nixon was in attendance.

5. **New Business:** Jeri Ghosh wanted to recognize Doug Davis and Chris Snider for organizing the Eglin test facilities visits for the scholarship applicants. Seventeen of the 22 students participated in the event. Jeri received positive feedback from students and parents.
6. **Next Executive Committee Meeting:** Tuesday, 05May09 at Bldg 22, Room 107. The meeting will begin at 12:00 PM
7. The meeting adjourned at 12:42 PM.

Arissa Hodges, ECC Secretary