



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

**President**  
*Jeri Ghosh*

**President Elect**  
*Rob Crist*

**Past President**  
*Chris Nixon*

**Secretary**  
*Arisa Hodges*

**Treasurer**  
*Buff Tibbetts*

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

**Education Chairs**  
*Mike Buck  
Chris Snider*

**Membership Chair**  
*Neil Christianson*

**Program Chairs**  
*Donna Self  
Jose Pvallalta*

**Awards Chair**  
*Harry Strittmatter*

**Symposium Chairs**  
*Mark Erickson  
Chris Nixon*

**Publications Chair**  
*Alan Colthorp*

**Election Chair**  
*Tim Swope*

**Webmaster**  
*Andrew Gosnell*

---

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING**

1. **Call to Order.** President Jeri Ghosh called to order the Executive Committee meeting on Tuesday, 08 December 2009 at 12:06PM.
2. **Minutes of Previous Meeting.** Minutes of the November 2009 meeting were approved as written. **Members in attendance:** Mike Buck, Alan Colthorp, Rob Crist, Doug Davis, Jeri Ghosh, Andrew Gosnell, Chris Nixon, Tim Swope, and Buff Tibbetts.
3. **Reports:**
  - A. **Treasurer** – Buff Tibbetts emailed his report: checking account balance is \$1,141.53; money market balance is \$13,579.14. Buff reported that he anticipates requests for fund to be coming in during the Jan/Feb timeframe from NWF State for math competition and Okaloosa County Science Fair.
  - B. **Education Chair** – Mike Buck reported successful distribution of information packages on scholarships to all local high schools. Deadline for applications is March 1, 2010.
  - C. **Membership Chair** – Rob and Jeri assigned an action to Neil Christianson, Membership Chair, to generate a letter to companies that have a very active chapter membership base to request they consider becoming corporate members of ITEA. Open Action.
  - D. **Programs Chair** – No report.
  - E. **Awards Chair** – No report. The Tester of the Quarter competition for Q32009 was awarded to 46<sup>th</sup> Test Wing 46<sup>th</sup> Test Squadron ISSA Team. Jeri presented the plaque to 46TW Commander on December 7, 2009. Jeri turned in Harry's receipts to Buff.
  - F. **Symposium Chair - SEEK EAGLE:** Jim Brock, was TDY & submitted agenda and notes on progress.
    - a) **Agenda** is nearly final. Regular telecons occurring; need Chapter to look into speaker gifts. Eight guest speakers have been identified. **Chapter Involvement.** Still awaiting full Board votes to accept the proposal from Lori Tremmel-Freeman for \$4,000 in scholarship funds as a result of the ECC membership volunteering to support ITEA-sponsored portions of the symposium. These sponsored portions are related to developing the tutorial content for the event & onsite tutorial coordination on Monday, April 19, 2010; assisting with event registration packet assembly on Sunday, April 18 and assist with supporting the tutorial registration process on Monday, April 19, 2010; assisting with the HQ-run golf tournament; and finally, assigning an exhibit/sponsor volunteer(s) to assist with helping to identify prospective local exhibitors and sponsors for sales contact by the HQ staff leading up to the event. We will also assist with speaker gifts.
    - b) **Action:** Jeri / Rob: setup telecom with Lori Freeman (1) guidance for government workers on CoI; (2) symposium rules of engagement
    - c) **T&E Forum.** Scheduled for December 11<sup>th</sup> has been postponed until the February 2010 timeframe.
  - G. **Publications Chair** – Alan Colthorp reported the next *Journal* publication date is early Feb 2010.
    - a. **Action:** Jeri - send Alan (and Andrew) the Q32009 Tester of the Quarter winner write up.
  - H. **Election Chair** – Tim Swope will develop a consensus ballot and distribute to membership via Arissa's distribution list prior to Christmas.

- a. **Action:** Jeri - contact Eric Kitchen regarding service on Programs Committee.
- 4. **Old Business:**
  - a. **Test & Training Forum.** Jeri and Rob will meet to confer with GW Chapter leadership who approached us this summer to host a Test and Training Forum in the Eglin area. **OPEN**
  - b. **Scholarship Income.** Revised: Rob / Jeri will coordinate with JAG office ensuring proposed activities above will not cause conflict of interest for members. **OPEN**
- 5. **New Business:** Rob reported on the Chapter Presidents telecom. Notes of significance:
  - a. Telecons will be more regularly scheduled every quarter.
  - b. The new ITEA National President is Mr Rusty Roberts from Atlanta Chapter and employed by GTRI.
  - c. ITEA reports being in a bad financial situation with ethical issues (perceived conflict of interest) and the economy. Exec Director Lori Freeman promised to have a solution for government employees (mil/civ/cont) folks to work-around by Nov 30<sup>th</sup>; Rob reports no guidance has been received. An IG inspection into ethics is ongoing with no results published yet.
  - d. The cycle for National awards will be by fiscal year.
- 6. **Next Executive Committee Meeting:** Tuesday, 05 Jan 2010 at 12:00 PM in Bldg 260, Room 202.
- 7. The meeting adjourned at 1:09PM.

*Submitted by Jeri Ghosh for Arissa Hodges, ECC Secretary*