



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

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Rob Crist

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Bob Guidry

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MINUTES OF THE EXECUTIVE COMMITTEE MEETING

1. **Call to Order.** Rob Crist called to order the Executive Committee meeting on Tuesday, June 8, 2010 at 12:00PM.
2. **Minutes of Previous Meeting.** Minutes of the May 2010 meeting were approved with the following corrections: Submissions were made for ITEA T&E Professional Awards instead of ITEA Annual Awards; Donna Self presented the scholarship award at Fort Walton Beach High School.
3. **Members in attendance:** Rob Crist, Bob Guidry, Arissa Hodges, Buff Tibbetts, Mike Buck, Dale Bridges, Doug Davis, Luke Gianelloni, Moe Bandy, Neil Christianson, Donna Self, Eric Kitchen, Alan Colthorp, and Tim Swope.
4. **Reports:**
 - A. **Treasurer** – Buff Tibbetts reported a checking account has a balance of \$318.03 and the money market account has a balance of \$13, 609.65. The chapter should receive a membership rebate from ITEA nationals for estimated \$350. The chapter will be removing \$1,000 from the money market account to cover one of the scholarship awards.
 - B. **Education Chair** – Mike Buck reported all information has been received from the scholarship winners. He has gotten the signed letter from Rob Crist to send up to ITEA Nationals requesting the scholarship award funds. ITEA National will fund four \$1,000 scholarships and the chapter will fund one \$1,000 scholarship.
 - C. **Membership Chair** – Neil Christianson reported three companies joined ITEA as corporate members as a result of our corporate membership drive. However, the chapter might only get credit for one of the corporate memberships (ARINC). Also, Buff Tibbetts was recognized as the longest active ITEA member for the Emerald Coast Chapter; Buff has been a member of ITEA since 1981.
 - D. **Programs Chair** – Donna Self reported that Eric Kitchen sent out invitations to Col. Gant at the 53rd Wing to be the guest speaker at the next ITEA luncheon with an open date of August/September. The event will be held at the Enlisted Club (11:00 lunch, 11:30 speaker).
 - E. **Awards Chair** – Harry Strittmatter was not in attendance. Rob Crist reported the 2010 1st quarter award was presented to the 36th EWS Team Robin Shelby. A photo will be obtained for Alan Colthorp and Rob Crist will present the award. Rob Crist also mentioned another ITEA member, Robert Hill, who may want to serve as co-chair for the Awards Committee. Rob will also submit the 46th Test Squadron's SIMACE Team and the JASSM CTF for the ITEA Professional T&E Technical Achievement Awards.
 - F. **Symposium Chair**- Jim Brock was not in attendance.
 - G. **Publications Chair** – Alan Colthorp reported the next submission deadline is July 15, 2010. Chapter News submissions will include the 1st Quarter Quarterly Award Winner, Scholarship Winners, and Symposium.
 - H. **Election Chair** – Tim Swope had no report.
5. **Old Business: Test & Training Forum.** Jeri Ghosh and Rob Crist will meet to confer with GW Chapter leadership who approached the chapter this summer to host a Test and Training Forum in the Eglin area. Chris Nixon suggested holding this conference in April 2011.**OPEN**
6. **New Business:** Rob Crist announced the Chapter Award of Excellence submissions must be submitted to ITEA Nationals by July 23, 2010. A chapter must meet 12 of the 14 criteria to be given an "Excellent" rating. While reviewing criteria, chapter satisfied 12 criteria with the

following being investigated: one new corporate sponsor, and ITEA *Journal* technical article submission.

7. **Next Executive Committee Meeting.** Tuesday, July 6, 2010 at 12:00 PM in Bldg 260, Room 202.
8. The meeting adjourned at 12:30PM.

Arissa Hodges

Arissa Hodges, Emerald Coast Chapter Secretary