

# BOARD OF DIRECTORS

The Agenda Items of the Board of Directors are in Open Session in accordance with the ECI By Laws. Items to be discussed are listed on this Agenda and all listed attachments are part and parcel with this Agenda. Items do not have to be taken in the same order as shown on the meeting notice. The ECI Board may act on any item on this Agenda. Meeting notice is hereby called in accordance with ECI By Laws and any variations are cured with participation. All time references are based on the ECI main office in Sacramento, California.

| Meeting Date: 24 MARCH 2023 at 7:00 a.m. | (PDT) Notice Date: | 7 MARCH 2023 |
|--|--------------------|--------------|
| Meeting Type: SPECIAL MEETING            | Location:          | REMOTE       |
| Call Information: <b>ZOOM</b>            | Called By:         | RWA          |

- Attendees: **BOARD OF DIRECTORS** 
  - 1) PAST PRESIDENT PETERSON
  - 2) PRESIDENT ANDERSON
  - 3) VICE PRESIDENT GOLDSMITH
  - 4) TREASURER CHASE
  - 5) SECRETARY O'TOUSA
  - 6) DIRECTOR URETA
  - 7) DIRECTOR WALKER
  - 8) DIRECTOR MCKINNEY

### Notes:

- 1. Meeting notes taken by Staff Member: Logan Holland (LH)
- 2. No Closed Sessions Planner

# **DETAILED ITEMS FOR DISCUSSION**

| <u>Item No.</u> | Topic                        | <u>Presenter</u> | <u>Time</u> |
|-----------------|------------------------------|------------------|-------------|
| ltem 1:         | ROLL CALL & OPENING COMMENTS | RWA              | 7:00a       |
| ltem 2:         | MEETING MINUTE APPROVAL      | LH               | 7:10a       |

i. Submittal of Minutes February 2023 (*Appendix A*)

Action Item: Staff Recommendation for Approval



## **DETAILED ITEMS FOR DISCUSSION**

| <u>Item No.</u> | <u>Topic</u>                           | <u>Presenter</u> | <u>Time</u> |
|-----------------|--|------------------|-------------|
| ltem 3:         | <b>REVIEW OF NEW POLICY STATEMENTS</b> | ММ               | 7:15a       |

i. Proposed Statement 1:

ECI staff who meet the above defined certification requirements will be permitted to obtain the certification through application, training, and passing the examination.

| Addition to Policies: | NGICP Policy Manual    |
|-----------------------|------------------------|
|                       | ECI Application Policy |

Action Item: Staff Recommendation for Board Motion to Approve

## Motion 1121-23.10

ii. Proposed Statement 2:

In the event of a perceived or actual security breach, Prometric must stop the examination immediately and are to notify ECI within twenty-four (24) hours. All details, including video recording of examination, are to be provided to ECI for review. ECI staff will review all information, and if it is determined a breach has taken place, staff will begin an ethics complaint as outlined in PS 6013 Code of Ethics and Professional Conduct Policy. The candidate will not be allowed to re-test or move forward with certification until the ethics complaint and determination have been completed.

| Addition to Policies/Documents: | ECI/Prometric Proctoring Procedures  |
|---------------------------------|--------------------------------------|
|                                 | ECI Exam Proctors Policies           |
|                                 | Pro-Proctor Client Practice Document |

Action Item: Staff Recommendation for Board Motion to Approve

### Motion 1122-23.10

# Item 4: NGICP TRAINING HOURS REQUIREMENTS RWA/MM 7:45a

i. General discussion – See Staff Memo

Action Item: Staff Recommendation for Board Motion to Approve

# Motion 1123-23.10



# **DETAILED ITEMS FOR DISCUSSION**

|                   | DETAILED TIENIS FOR DISCOSSION   |                  |             |
|-------------------|--|------------------|-------------|
| <u>Item No.</u>   | Topic  | <u>Presenter</u> | <u>Time</u> |
| ltem 5:           | <b>TECHNICAL EXECUTIVE COUNCIL (TEC) FORMATION</b><br>i. General discussion  | RWA              | 8:15a       |
|                   | Summary: TEC will establish and approve formal technical policy for ECI.<br>TAC will be the technical development and provide technical content<br>information and development.<br>CC are SME experts addressing specifics related to the program. |                  |             |
|                   | Action Item: Staff Recommendation for Board Mo   | tion to Approve  |             |
| Motion 1124-23.10 |  |                  |             |
| ltem 6:           | NEW BUSINESS AND QUESTIONS   | RWA              | 9:00a       |
| ltem 7:           | SCHEDULE FOR NEXT BOD MEETING  | RWA              | 9:10a       |
| ltem 8:           | APPROVAL OF CURRENT MEETING MINUTES  | LH               | 9:20a       |
|                   | i. Submittal of Minutes March 24, 2023   |                  |             |
|                   | Action Item: Staff Recommendation for Approval   |                  |             |
| ltem 8:           | MEETING DISMISSAL  | RWA              | 9:30a       |
| Attachments:      |  |                  |             |

Attachment A:4 February 2023 Meeting MinutesAttachment B:NGICP Training Staff Memo