

**SPRING 2017 MINUTES**  
**NSPS Certified Survey Technician Board**  
**April 19-23, 2017**  
**Frederick, MD**

1. **CALL TO ORDER** – (Haase) :
2. **ROLL CALL AND DECLARATION OF QUORUM:**  
Haas, Falken, Fenn, Burch, Van Horn, Kent, Torrence, Moynihan, Rambeau
3. **ASSIGN RECORDING SECRETARY:** Moynihan and Fenn
4. **ADOPTION OF ORDER OF BUSINESS:**
5. **APPROVAL OF MINUTES:** Minutes of Fall 2016 approved
6. **FINANCIAL REPORT – HAASE:**
  - a. **NSPS Associate Member/CST Renewal Funds credited to CS T Issue**  
As CST Renews, they are going to also get complimentary NSPS membership.  
(may create a special NSPS category of CST). Funds will go to CST as renewal,  
not to NSPS as membership. Per Tim Burch. CST Board approves this.
  - b. **Quarterly Report –**  
FY 2016 results reviewed, Historical results reviewed. Quarter 1, 2017 results  
also reviewed.
7. **OLD BUSINESS**
  - a. **Report on action items/Task List from Fall Meeting (Haase)**  
Task list updated
  - b. **Spatial Media and Learn CST Report:** Thurow - Status, Complaints  
CST Board members need continuous logon access? ( )
  - c. **Business Plan 2017-2021:** Hasse  
Group made final edits and revisions and completed the Plan. Tim Burch will  
email to Board members.
  - d. **Spring NSPS/CST meeting Report (Torrence and Moynihan and Rambeau)**  
Tim sent power point use in presentation to Board for information
  - e. **CST 30 Year Recognition Ceremony** – video report. Trish will check with Joe  
Paiva to see if available.
  - f. **CST Historical Information** – Organization, backup external drive and backup  
at NSPS office (Torrence) Will continue to work on as time permits.
  - g. **CST Website Updates (Kent)**

Sample test need to be updated and put on website  
Tim sent report on revised website. Plans it on line before summer meeting

- h. **Sample Test Question Revisions** (Kent and Rambeau)  
To Work on at Summer meetings.
- i. **Level 3 Sample Test Solutions** (Fenn and Rambeau)  
Randy has done solutions, Don is sending him Level III word document to Randy. Randy will send out for review by Board prior to summer meeting.
- j. **DOT Efforts** (Kent)  
Decision to stop this effort by Board and ask your State CST Coordinators to look into this and report back to you
- k. **CST States Coordinators:** (Moynihan) contact and packet of information handed out to board members. On everyone's task list to connect with their area state coordinator..
- l. **Blackboard Question analysis update** (Moynihan)  
Report presented to Board for Level 1 results. Will ask Debbie to do for Level 2 and 3. Debbie will work with Sara showing her how to do it.
- m. **CST Longevity** (Trish) finding longest continuous CST  
Trish has identified and will contact 17 people and ask if they would write testimonials and get recognized; News and Views, etc,
- n. **Request for new Testimonial with next renewal** (Trish is doing)
- o. **Reappointment to CST Board:** Tim to bring up at NSPS May and get all appointments updated and report back to CST Board.
- p. **Certified Test Site** document removed from web site. Causing confusion and not necessary to give exam. Will do away with on website.

q.

## **NEW BUSINESS**

- a. **Quarter 1 Grading:** Challenges were reviewed –

Level I	46 passed, 37 failed
Level II	13 passed, 13 failed
Level III	14 passed, 6 failed
Level IV	5 passed, 1 failed

- b. **Update Board Roster:** (All) Lisa made revisions and sent out to all
- c. **Revisions to Proctor Instructions** (Trish and Sara)  
Has been revised
- d. **Revision to “Steps for Examinee....” Statement on website** (Bob, Trish)  
Revisions made and sent to all Board members.
- e. **Alaska Geomatics Program** Anchorage - need to be contacted to understand value of CST Program to their school  
<https://www.uaa.alaska.edu/academics/college-of-engineering/departments/geomatics/> (Art will call Cliff Baker and then college)
- f. **International Union of Operating Engineers** report (Moynihan)  
In January, met with Union people involved in presenting an 8 week training session in New Your City area. Prepared a training booklet for them as a result of the meetings (passed around to Board members). Will follow up with them on how they felt the testing went (scheduled for May).
- g. **Curt Sumner thoughts on future of CST :**  
Sees to agree that we are on the right tract with a few areas that the Board is working on.
- h. **Level I exam shortening (and removing old equipment questions – Torrence**  
Ron found that there were a large number of old equipment questions in the three Level I exams and suggested that we possibly shorten the exam and remove the questions. Discussion ensued as to the worth of including some old equipment questions and that the exam is only 4 hours as it is. Further discussion about all of the exams lead to the following item.....
- i. **Overall Question Database Project:** Four Teams of two Board members each have been assigned to go thru all three levels (I, II, and III) in specific work elements and edit, revise, modify or replace question. To report on progress at next CST Board meeting. Plan is to at least correct Level I exams at Vincennes this summer. Also see item k below.
- j. **Exam Solutions ( Working Groups - All):** On Going - discussion about Level III exams not complete  
Do math solutions first (Level II DONE! – Level III one bank left to check -  
Not complete done  
Do word solutions (sources) second  
Put in a binder to be sent to every meeting  
Question relevancy/update?  
Add to detailed exam spreadsheet (like D Falken did for L I)
- k. **Question Changes/Review/Update (Working groups – All) – On Going**

Status of new questions: Approximately 300 questions are available to be inserted into tests as needed. (see the possible question/changes folder) This work can be done at the summer meetings in Vincennes. Put on summer agenda.

Make questions more relevant.

Remove all "none of the above..." type answers (13001, 23002, 23003, 33006, 33004, 33005, etc.)

Level I team:

Level II team:

Level III team:

#### **TIME AND DATE OF NEXT MEETINGS:**

<b>Meeting</b>	<b>Date</b>	<b>Location</b>
Spring 2018	April 18-22, 2018	Frederick, MD
Summer 2017	July 19-23, 2017	Vincennes
Fall 2017	Oct. 5-7, 2017	Frisco, Texas
Winter 2017	John Fenn and Art Haase by phone	

ADJOURNMENT –