

SPRING 2022 AGENDA
NSPS Certified Survey Technician Board
April 21-23, 2022
Corolla, NC
Travel Dates: April 20 & April 24, 2022

1. **CALL TO ORDER:** Art Haase (AH), Don Falken (DF), Randy Rambeau (RR), Nick DiGruttolo (ND), Ryan Swingley (RS), Norm Ellerbrock (NE).
2. **ROLL CALL AND DECLARATION OF QUORUM:** Quorum declared
3. **ASSIGN RECORDING SECRETARY:** NE
4. **ASSIGN TASK RECORDER:** RR
5. **ADOPTION OF ORDER OF BUSINESS:** New Business Items o, p, q were added and agenda was approved.
6. **APPROVAL OF MINUTES:** Nick moved to accept the minutes as revised and seconded by Don. All approved.
7. **FINANCIAL REPORT –**
 - a. **Quarterly Report –** reviewed
 - b. **Annual Budget Update –** reviewed

1. **SPECIAL BUSINESS –**

None

1. **OLD BUSINESS**

- a. Report on action items/Task List from Fall Meeting 2021 (See Task list). Everyone provided the status of the projects being worked on.
- b. Discussed needing to get a long term direction and where to go with the paper and online exams. (RM & RS - RM to call or zoom in)
 - i. Level I, II & III Exam produced by random selection
 - ii. Status of cataloging the exam questions and answers for the exam.
 - iii. Ryan and Bob working on organizing the spreadsheet in a searchable format. Entire group to continue working on the review and organization.
 - iv. Update on Scantron.
 - v. CST Board members getting up to speed on question database at VU. More discussion regarding this following events since the summer meeting
 - vi. **Scantron Question pool implementation**
- c. Flip Chart update (NE). Discussion regarding distribution and sale. It was moved, seconded and approved to mail out Flip Chart Booklets to the applicants following the acceptance of their application and not with information sent to the proctor prior to the exam. It was moved, seconded and approved to send a Flip Chart Booklet to all renewals in 2022. It was discussed to research developing an app to sell.
- d. CST promotion awards for 2022. It was moved, seconded and approved for Alex Jenkins from Florida to receive the 2022 award.
- e. Level III Boundary Exam: new boundary related questions, updates & revisions. (All) To be covered at the special meeting to be held at the end of May or first part of June.
- f. Level III Boundary and Construction and Office: New Technology: Add Scanning/LiDAR, UAV, Mobile Mapping and BIM questions – Also add topics to Level III Work Element 2 in Program Book (All). To be covered at the special meeting to be held at the end of May or first part of June.
- g. CST Website: Status, Updates, Revisions, etc. (All). See attached recommended changes.

- h. Update on CST Apprenticeship status. Attempts to contact USDOL individuals are not successful. At this point in time, the CST board is not going to pursue a CST apprenticeship program.
- i. Grade exams and ID questions needing revisions from challenges
- j. Proctor Interview Updates. Everyone provided an update.
- k. Trisha Lund – Texas CST Coordinator – invited to Summer meeting
- l. Strategic Planning – Where should the CST program be in 2 years, 5 years, etc (NE). It was discussed and agreed to investigate options.
- m. Promote Associate memberships for CST's. Art is going to have a discussion with Tim Burch, NSPS Executive Director regarding this.
- n. CST Video. Art is going to call Allen Cheves to discuss the video status, where is it located and how the CST board can access it.
- o.
- p.

1. NEW BUSINESS

- a. NSPS Spring meeting update (DF). Don provided a report.
- b. LearnCST Report. Art will call Glen and ask him to provide a report at the summer meeting detailing those passing LearnCST and how many then pass the CST. Reviewed Glen's report. We appreciate the feedback and agreed changes need to be made.
- c. Sharefile file structure (RR & NE). Randy and Norm provided a report about the format and the data handling. It was moved, seconded and approved to accept their recommendations.
- d. Task List Format Change (BM). To be covered at the special meeting to be held at the end of May or first part of June.
- e. Addition of questions about trespassing (NE). It was decided not to add any trespassing questions.
- f. Program book testing qualifications. Licensed Surveyors or Surveyors may start at Levels I, II or III. Does licensed need to be in the statement. (DF). It was decided to leave the language as printed.
- g. FIG 2023 Orlando, FL meeting. May 28 to June 1. (DF). Don provided a report and it was decided contact NSPS and ask what they envision for CST participation.
- h. NSPS Workforce Development Liaison (DF). Don and Norm will be liaisons on the Workforce Development committee.
- i. CST type programs in other countries (DF). Don will investigate.
- j. Feedback from others (DF & NE). It was discussed to ask individuals with feedback to contact Don or Norm.
- k. CST Review from LearnCST (ND). Nick provided a report on his experience going through the LearnCST program. Nick will follow up with a written report.
- l. CST written in Spanish (DF). Tabled until exam question integration into Scantron is complete.
- m. Cincinnati State Feedback (DF). Don to follow up with Cincinnati State.
- n. Ron and John requested addition of curvature and refraction to be added to Level IV question. The question was discussed and it was decided to not add this topic to the question.
- o. Tennessee Conference update (RR). Randy provided a report.
- p. CST Board appointments. It was moved, seconded and approved to have Art, Don, Ryan and Randy continue on the board with their terms being 2023 to 2025.
- q.

11. Quarter Grading After challenge review

Level I	80 passed,	40 failed	9 postponed
Level II	19 passed,	33 failed	2 postponed
Level III	5 passed,	17 failed	2 postponed
Level IV	3 passed,	0 failed	

12. TIME AND DATE OF NEXT MEETINGS:

Meeting	Date	Location
Summer 2022	July 17-20, 2022	Vincennes, IN
NSPS Fall Meeting	October 12-15, 2022	Tulsa, OK
CST Fall 2022	October 19-23, 2022	TBD
NSPS Spring 2023	March 29 – April 2, 2022	Arlington, VA
FIG	May 28-June 1, 2023	Orlando, FL
CST Spring 2023	TBD	TBD
NSPS Fall 2023	Sept 28-30, 2023	TBD
CST Fall 2024	TBD	TBD
NSPS Spring 2024	April 23-27, 2024	Arlington, VA
CST Spring 2024	TBD	TBD

Summer 2022 Minutes

NSPS Certified Survey Technician Board

July 18-19, 2022

Vincennes, IN

Travel Dates: July 17 & July 20, 2022

1. **CALL TO ORDER:** Acting Chair Norm Ellerbrock called the meeting to order at 8:05 am.
2. **ROLL CALL AND DECLARATION OF QUORUM:** Nick DiGruttolo, Norm Ellerbrock, Randy Rambeau in attendance. Chair Art Haase temporarily absent

Others in Attendance- Glen Thurow, Learn CST Liasion, Trisha Lund

A quorum is not present so any business requiring a motion will be delayed until Art is present.

1. **ASSIGN RECORDING SECRETARY:** Glen Thurow (acting)
1. **ASSIGN TASK RECORDER:** Randy Rambeau
2. **ADOPTION OF ORDER OF BUSINESS:** Motion: Adoption of business- (Approved after meeting was joined by Art at 1:00 pm)
3. **APPROVAL OF MINUTES:** Adoption of minutes- (Approved after meeting was joined by Art at 1:00 pm)
4. **FINANCIAL REPORT –**
 - a. **Quarterly Report –** Reviewed no comments
 - b. **Annual Budget Update –**Reviewed no comments

1. **SPECIAL BUSINESS –**

- a. Trisha Lund introduced herself to the group. Very active in TSPS, surveying education, and working with high schools. Encourages CST exams. Expressed an interest in joining the CST Board. - (The Board went into executive session and, after discussion, offered a board position to Tisha. She accepted and became the newest member of the CST Board.
- b. Vincennes Contract Review 90-day termination- Hold do not send until we are sure the new exams are functional in the Scantron system.

2. **OLD BUSINESS**

- a. Report on action items/Task List from Fall Meeting 2021 (See Task list)
 1. Task List reviewed from spring meeting. Norm will present to fall NSPS meeting.
 2. Discussion about offering the exam in Spanish- no action taken.
 3. Sharefile access- Sharefile site is now active. File naming convention discussed.
 4. Discussion about Developing a study guide.
- b. Update on Scantron Implementation: (RM, RT to call or zoom)
 1. Conduct Zoom meeting with Trish and Bob.
 2. Bob- work elements decision, Number of questions and timing of launch date. Exam structure- core questions.

Weight questions

October 1 rollout

1. Update website to reflect final exam number
2. Review questions for weighting
3. 30-day review and weight questions before deciding on the number of questions.
- ii. Level I, II & III Exam produced by random selection
- iii. Status of cataloging the exam questions and answers for the exam.
- iv. Update on Scantron (RM, ND & RS).
- v. Scantron Question pool implementation: Bob and Nick to provide update.

- vi. GoodFileName200218.xxx will be the accepted for the format.
- b. Flip Chart update (NE). Discussion regarding distribution and sale.

New Version at the printer 5000 copies ordered.

- a. CST promotion awards for 2022. Alex Jenkins Award (Florida) to be awarded at fall meeting
- b. New Level III Questions: hold until review is complete

Boundary Exam: new boundary related questions, updates & revisions. (All)

Boundary, Construction and Office, New Technology –
Scanning/LIDAR, UAV/UAS, Mobile Mapping and BIM:

- a. CST Website: Status, Updates, Revisions, etc. (All)
- b. Proctor Interview Updates use new check list- Randy and John Fenn updated already.
- c. Strategic Planning – Where should the CST program be in 2 years, 5 years, etc. (NE) Tabled
- d. Promote Associate memberships for CST's encourage all states recognize associate members. Discussed- No action taken
- e. CST Video Update: Vote on release and how is it to be used. (AH & NE) Subsequent videos edits will include women.
- f. FIG 2023 Orlando, FL meeting. May 28 to June 1. (DF) Still assigned DF- No report
- g. CST type program in other countries? (DF) Still assigned to DF- No report
- h. CST written in Spanish (DF) No further action at this time.
- i. Cincinnati State Feedback (DF) Still assigned to DF- No report
- j. CST Review from Learn CST (ND) discussed- No action taken
- k. Feedback from others (DF & NE) No report
- l. Grade exams and ID questions needing revisions from challenges

1. NEW BUSINESS

- a. CST Exam review of test time, number of questions, work elements and organization. Discussion during Zoom call. No final action taken concerning number of questions.
- b. CST-Learn CST Review Report (ND) discussed need for updates.
- c. Learn CST report (GT) Glen discussed current status of Learn CST. He shared statistics of quarterly result dating back to 2019. He also asked for assistance in marketing the 2009 Manual of Surveying Instructions on behalf of NSPS.
- d. LearnCST Review of CST Exam (GT) Discussed- No action taken. Glen requested any discarded questions for use on Learn CST site. Unfortunately, they were deleted.
- e. Department of Defense COOL Standards comments and questions. Need response no later than end of July. Table for now. Replay to program and possibly reapply next year. Need continuing ed to qualify.
- f. Review exam questions for duplicates, relevance, correct level, etc.
- g. Alan Cheves Report, Tuesday afternoon
- h. Next meeting location & time and what do future meetings look like
- i. Excess/duplicate/obsolete questions for Learn CST- Bob will forward share 20 to 30 % of database. Glen will change the problem givens to make them unique. Possibly give Glen Access to sharefile.
- j. Update from Allen Cheves on video and Learn CST site. Recurring line item in budget annually for \$7,500. Allen explained some of the difficulties in producing the video during the Covid pandemic.

11. Quarter Grading After challenge review

Level I	116	passed, 93	failed	postponed
Level II	21	passed, 20	failed	postponed
Level III	12	passed, 9	failed	postponed
Level IV	0	passed, 0	failed	

12. TIME AND DATE OF NEXT MEETINGS:

Meeting	Date	Location
NSPS Fall Meeting	October 12-15, 2022	Tulsa, OK
CST Fall 2022	Oct 26-29	Orlando, FL
NSPS Spring 2023	March 29 – April 2, 2022	Arlington, VA
CST Spring 2023	TBD	TBD
NSPS Fall 2023	Sept 28-30, 2023	TBD
CST Fall 2023	TBD	TBD
NSPS Spring 2024	April 23-27, 2024	Arlington, VA
CST Spring 2024	TBD	TBD



Respectfully submitted for review

Glen w Thurow (acting recording secretar