

Winter 2024 FINAL MINUTES

NSPS Certified Survey

Technician Board

February 1 & 2, 2024
ESP Office, 3475 Lakemont Boulevard, Fort Mill, SC
Travel Dates: January 31 & February 3, 2024

1. **CALL TO ORDER:** 8:45 am
2. **ROLL CALL AND DECLARATION OF QUORUM:** Don, Trisha, Nick, Ryan, Spencer, Mack, Norm (virtual)
3. **ASSIGN RECORDING SECRETARY:** Trisha
4. **ASSIGN TASK RECORDER:** Trisha
5. **ADOPTION OF ORDER OF BUSINESS:** Motion Trisha 2nd Nick approved
6. **APPROVAL OF MINUTES:** Motion by Mack 2nd by Spencer approved
7. **FINANCIAL REPORTS**
 - a. Quarterly Report. None available at this time
 - b. Annual Budget Update

OLD BUSINESS

- a. Grade exams and review challenges. See chart below
 - i. Revise Questions from challenges.
 - ii. Review Scantron Statistical Measures.
- b. NSPS Sharefile update (NE). Norm as the Sharefile setup and ready for use. He is populating it with old records. discussed
- c. CST report to NSPS Board of Directors (NE). Norm will be in attendance at the NSPS Spring meeting. Trisha, Spencer, Mack will be there Don may attend the Fellows meeting
- d. CST – Spatial Media Termination (NE). Norm has not received any communications from Glen or Allen. Should Norm write a story for News & Views; Should we add language back to the website? Discussion is no that would promote them. We need to go to website and remove “Resources” Frequently Asked Questions item 3 and remove note about LearnCST.
TASK- Nick & Ryan revise all the language on the Frequently Asked questions to update.
- e. 2024 CST Recognition Award – Norm is working on a couple of individuals who would be good candidates.. **Trisha nominated Jib Amahd of Texas for a CST Motion by Nick 2nd Mack approved**
- f. CST CEU Status – has not been moved forward
- g. Membership Opportunities for CST’s and Survey Techs (NE) - This ties into the Motion that was sent out for approval.

NSPS MOTION: To create a membership category for CST Technicians, contingent upon approval of the CST Board. For housekeeping for NSPS. Motion by Nick 2nd by Trisha to vote to concur with the NSPS motion 10.a.4

- h. Website Updates (RM & ND). – Need to update the calculator policy under Frequently asked questions
- i. Exam Question Weight & Statistical Measures (RM). On Hold for review in the at the Fall 2024 or Winter 2025 meeting.
- j. Letter to DOT's (NE) - Norm is still gathering who to send the letters to.
- k. Level IV Questions – Sample Level IV questions are on the website. Task Ryan & Nick will review Level IV questions before we leave today
- l. Facilitators/Student Guide and Resource Materials (TL, RM & NE).
 - i. Facilitators / Student Guide Ideas/Resource materials- realigned task/committee charges.
 - ii. Continuing Education. Move to CST CEU
 - iii. Boundary focused CST training, additional boundary, research, compiling deeds sketches and evaluating boundary questions. Norm to speak Bob Akins for more information.
- m. Update on SAM Companies and US Army Partnership (NE) – There is still movement on this. Interest is growing for CST to at the very least advertise with the armed services. Norm is working to setup a booth at Fort Leonard Wood at the Career Day.
- n. New Question Ideas using NCEES exam specs (RM). We can look at the 2 NCEES list and utilize it for ideas of topics to come up with for new questions. Norm to send out.
- o. Business & Action Plan for CST Education Course (NE). Reviewed and addressed some changes. Norm will update and bring back to the board.
- p. ChatGPT (NE) – work is in progress. Unfortunately, not able to make the 2024 deadline. Still need to do an oral interview for Level IV examinees.
- q. USACOE/CST Education (MM) – Has added in a description into their policy manual for the CORPS to utilize the CST as a form of measure and writing it into all contract for weighting in contract for selection process. They are meeting in DC in February to vote and review to release and publish. Not in contract but in the weighting in the Qualifications selection process. Learning Center has forms and funding stream available to build out the class. He is going to the COP meeting to move forward with things.
- r. NSPS CST Education Endorsement (NE) – work is in progress. 3 waiting on NSPS Education committee.
- s. Complete Exam Question Review – checking for grammatical, punctuation, symbol errors, etc. (making it look pretty) (RM & ND)

NEW BUSINESS

- a. CST Proctors – Should proctors be allowed to proctor for those within the same company? – TASK-Review the proctor requirements, add statement about reporting to State Board if ethical violation.

- b. CST Proctors – Allow Level IV CST’s to proctor. We are going to leave as is and allow. However we going beef up or conflict of interest statements and language.
- c. CST Certification – Need to determine procedure and associated cost to reinstate certification should it lapse. We need to add the wording into the program book and the application. Spell the continuing education and the renewal fees should be.
- d. CST NSPS Membership – see included motion from membership. Passed see old business item G.
- e. Work on Facilitator Guide
- f. Review & Update Task List
- g. Next Meeting – No Spring Meeting. Grading will be completed by Norm and one other. Bob is working on a meeting in Portsmouth, New Hampshire in the summer or fall.
- h. Retirement gifts for board members -**Randy will receive an obelisk**
- i. States wanting CST 100% NSPS membership/renewal.-Don brought up the point that some companies/agencies will not pay for a society membership but only a certification or license renewal. Tabled to discuss with
- j. We need to fill areas 1, 4 and 7 with new board members

SPECIAL BUSINESS –

Julie McDonald joined us for dinner and expressed her desire to join the board now that her situation has changed. She has volunteered to join the education sub-committee regardless of whether we invite her on or not.

QUARTER GRADING After challenge review

Level I		99	passed	63	failed
Level II	Office	9	passed	2	failed
	Field	13	passed	29	failed
Level II Total		21	passed	31	failed
Level III	Office	3	passed	6	failed
	Boundary	3	passed	1	failed
	Construction	2	passed	1	failed
Level III Total		8	passed	8	failed
Level IV		0	passed	0	failed

12. TIME AND DATE OF NEXT MEETINGS:

<u>Meeting</u>	<u>Date</u>	<u>Location</u>
CST Winter 2024	January 31 – February 2, 2024	Fort Mill, SC
NSPS Spring 2024	April 24-26, 2024	Arlington, VA
CST Spring 2024	No Meeting	N/A
CST Summer 2024	July 17-20, 2024	New Hampshire (TBD)
NSPS Fall 2024	October 21-23, 2024	Albuquerque, NM
CST Fall 2024	prop. Nov.6-9	Fredrick, MD