

**Board of Standards and Policy Development**

Conference Call Minutes

October 13, 2015

**Present:**

Barbara Healy- Chairman  
Ray Kirk  
Donna Richards  
Ron Nichols- Co-Chairman  
Becky Frasher

**Not Present:**

Claudia Freeman  
Sherry Keagan  
Curt Morrow  
Lance Palmer

Kevin Seibert\*

Kirsten Smith\*

\*denotes non-BOS members

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**Called to order:** 9:01am CS

**Review and Approve Minutes:**

After a review of the minutes from the July 2015 meeting there were no recommended changes. Barbara called for a motion to approve minutes, Ray motioned to approve minutes, Becky seconded, motion passed unanimously.

**Recurring/Old business:**

1. Kevin reported on the previous quarter's CRC activity. Kevin is confident we will come close to reaching our goal for new candidates before the end of the year.
2. The CRC renewal rate continues to hold steady at just over 90%.
3. The CRC exam pass rate is also staying relatively consistent at a little under 70%. The October exam period is going to be one of the largest testing periods for InFRE with 160 candidates scheduled to take the CRC comprehensive exam.

**Updates on BOS and general InFRE activities**

1. Kevin has been working with Texas Tech, NAGDCA and others to update the InFRE Retirement Awareness Program. A survey is being sent out to the NAGDCA government membership to gauge feedback on the program. Kevin said the plan is to have a pilot program out by the end of first quarter to beginning of second quarter 2016. This program will be a valuable resource for InFRE and the CRC program.

**New business**

1. We will consider an increase of fees starting in 2016. Kevin will send recommendations in November and another call may be necessary to review the fees before the end of the year.
2. Kevin will be working with PTA over the next several weeks to determine our needs for updating the CRC exam and conducting a pass point study.

3. Kevin will be making recommendations for updating continuing education topics in conjunction with updating the CRC exam.
4. Kevin will be reviewing computer testing center options between now and the end of the year and hopes to have a recommendation to present to the BOS for approval during the January call.
5. Claudia Freeman and Barbara Healy will be concluding their 2<sup>nd</sup> term at the end of the year and therefore will be coming off the Board. Kevin has a list of candidates and will work with Barbara and Ron to determine nominations for new members to be submitted to the entire Board for approval during our January call.

**Date of next scheduled call:**

TBD

**Adjourned Meeting:**

Becky moved to adjourn, Ron seconded, motion passed unanimously.

Adjourned: 9:42am CS