MEETING AGENDA – REGULAR

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 take action on any item on this Agenda. Meeting notice is hereby called in accordance with ECI By Laws, Article II, Section 2.6 and Section 2.9.

Meeting Date: February 11, 2018 at 8:30 a.m. (Local)  
Notice Date: January 22, 2018  
Meeting Type: Regular / In-Person  
Location: Long Beach, CA  
Call Information: 877-362-3652, Pin: 10994  
Called By: BOD  
Attendees: Board of Directors  
Notes: LM  
Melissa McKinney, Assistant ED

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<tr>
<th>Item No.</th>
<th>Topic</th>
<th>Presenter</th>
<th>Time</th>
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<tr>
<td></td>
<td>BOD Breakfast</td>
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<td>7:45 am</td>
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<td>1</td>
<td>Roll Call and Meeting Minute Approval</td>
<td>BOD</td>
<td>8:30 – 8:45a</td>
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<td>• Action Item – Approval of Minutes (Appendix A)</td>
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<td>Operations and Management Report</td>
<td>RWA/MM</td>
<td>8:45 – 9:30a</td>
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<td>• Financial Reports (Appendix C)</td>
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<td>• Operations Report (Appendix D)</td>
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<td>• Certification Reports (Appendix E)</td>
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<td>3</td>
<td>Review of 2017 Goals Status</td>
<td>RWA/MM</td>
<td>9:30 – 10:00a</td>
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<td>• Staff Report (Appendix F)</td>
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<td>4</td>
<td>Review of Policies</td>
<td>MM</td>
<td>10:15 – 11:15a</td>
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<td>• Action Item – Approval of Policies (Appendix G)</td>
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<td>o PS6016: Professional Stamp</td>
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Item 5: Administrative and Operations Goal - 2018
   i. Report (Appendix H)

Lunch Break 12:00 noon to 1:00 pm

Item 6: Board 2018 Goals – Short & Long Term
   BOD 1:00 – 2:30p

Item 7: Financial Budget 2018 & Special Projects
   - Action Item – Approval of Budget (Appendix I)
   RWA/MM 2:30p – 3:30p

Item 8: ECI State Program Management
   RWA 3:45p – 4:15p

Item 9: Schedule for BOD Meeting(s) - 2018
   i. Spring/Summer, 2018 - TBD
   ii. Fall, 2018 – Incline Village, NV
   iii. December 1, 2018 – Marion, NC

Item 10: Closed Session
   Ethics Cases
   Pending Issues
   Staff Reviews and Repositioning
   4:15p – 4:30p

Item 11: New and Future Business
   5:00p – 5:45

Item 12: Adjournment
   6:00p

Board Dinner
Attachments:

Attachment A: BOD Meeting Minutes – August 29, 2017

Attachment B: Board Resolution Tracker thru December 31, 2017

Attachment C: Financial Reports – August through December 2017
P & L 2017
Reconciliation Audit Report
Staff Report on Reconciliation Report

Attachment D: Operations Update

Attachment E: Certification, Applicants, Exams Reports

Attachment F: Review of 2017 Staff Goals

Attachment G: Policies – Drafts for Approval
  o AD2011: Management_of_Certificate_Holder_Information
  o FIN 3001: ECI_Staff_Travel_Policy
  o FIN 3002: ECI Volunteer Travel
  o PS6003: ECI Policy Professional Development
  o PS6007: Trainer_Reimbursement
  o PS6012: Application_Evaluation
  o PS6014: Professional_Development_Opportunities
  o PS6015: State_Representative Roles and Duties
  o PS6016: Professional Stamp
  o PS6017: ECI_Policy_Certification_Status
  o PS6018: ECI_Procedure_Application_Document_Verification_Status
  o PS6019: ECI_Policy_Exam_Availability
  o PS6020: ECI_Policy_Exam_Results_Appeal
  o PS6021: ECI_Reinstatement
  o PS6022: ECI_Trainer-Presenter Reinstatement
  o PS6023: ECI_Policy_Professional
  o Tech-4001- V3: Calculator-Policy

Attachment H: Administrative and Operation Status

Attachment I: 2018 Budget

Attachment J: 2018 ECI Conference List