CESSWI Program Committee
Meeting Minutes

These Minutes have been prepared based on the published Agenda Items of the CESSWI Program Committee conducted in Open Session in accordance with the ECI By-Laws and Policies for Committees. Items discussed were listed on this Agenda noticed on the date below. All Items were not taken in the same order as shown on the meeting notice.

Notice Date: July 26, 2017          Called by: Charles Wilson
Meeting Date: August 3, 2017
Meeting Type: Conference Call          Location: N/A
Notes: Lori Moore

Attendees: Committee Chair Allen Oertel
Vice Chair Mark McCabe
Committee Members Chris Brown, Rick Macho

Staff: Staff Representatives Charles Wilson, Melissa McKinney, Lori Moore

Absent: Committee Members Darrell Solanik, David Clasen
Director Rob Anderson
Technical Chair/Director Alan Black
Trainee Liaison Mike Chase

Item 1.0. Roll Call and Review of Agenda

Summary: Roll Call
Actions: None

Item 2.0. Review and Approval of Minutes

Summary: Approval of the Minutes from the June 22, 2017 meeting will be done at the next meeting.
Item 3.0. New Committee Members and Subcommittee(s)  
Rob Anderson

Summary: New Committee Member, Rick Macho was welcomed to the Committee. After the Outline/Scope is adequately vetted, there will be subcommittees and others that will take a look at the Review Manual and Exam. Trainers will not be involved in Exam work at all. Exam Committee will suggest test questions for the Exam.

Item 4.0. Review of Scope of Practice  
Allen Oertel

Summary: The outline for the Scope of Practice was discussed and the committee is submitting for review. The next tasks for the committee were discussed. Rob Anderson would like the committee to do the following (in no particular order): (1) take a look at compiling a database of questions to be submitted to Exam Committee for consideration, (2) Mike Chase did a presentation on Active Treatment Systems to be incorporated into CESSWI. Mr. Anderson will provide to the Committee for their review, (3) any special projects recommended by committee, (4) development/revision of the Review Manuals.

Actions: Staff will review outline and provide comments and feedback. BOD will give feedback on outline but it will take some time. It was determined by the committee to work on an outline for content for the manuals first. They will take a break until they hear back on the Scope outline and then reconvene on an opt-in basis on the content work.

Item 5.0. Review of Technical References  
Allen Oertel

Summary: Review of Technical References can wait until after review of the Scope of Practice and were not discussed in this meeting.

Actions: Review and development of references will be revisited after Scope of Practice has been revised.

Item 6.0. Schedule Next Meeting

Summary: Potential date and time were discussed for the next meeting.
Actions: The next meeting will be scheduled at a later date after the review of the outline for the Scope of Practice.

Item 7.0. Adjournment

Meeting Adjournment at 5:04 PM EDT