

# Minutes for Board Meeting Feb 4, 2015

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## **Board Members:**

- Micah Henderson – **Chair**
- Todd Domeck – **Vice Chair**
- Scott Conant – **Treasurer**
- Brian Lisson – **Secretary**

- MB Buckner
- Gary Cwidak
- Niels Damman
- Ben Kopp

- Matt Marcus
- Ryan Olson
- Michael Smith
- James Borishade

## **Absent:**

*James Borishade*

## **Proceedings:**

*Meeting called to order at: February 4, 2015 at 4:43 pm PST*

**Motion #1: To approve the Terms of Reference for the Practitioner Certification Task Force**

**Moved by: Scott Conant**

**Seconded by: Gary Cwidak**

**Motion Carried: Unanimous**

**Motion #2: To Adjourn**

**Moved by: Scott Conant**

**Seconded by: Niels Damman**

**Motion Carried: Unanimous**

## Practitioner Certification Task Force Terms of Reference

Association for Challenge Course Technology  
PO Box 47 Deerfield, IL 60015, USA  
Phone: 800-991-0286 | Fax: 800-991-0287

[www.acctinfo.org](http://www.acctinfo.org)

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**Overview:** The Practitioner Certification Task force will research and propose a plan to administer ACCT practitioner exams that accompany the Accredited Vendor Certification exams. This plan includes updating the current Practitioner Certification implementation requirements in alignment with the 8<sup>th</sup> edition ACCT Standards.

**Purpose:** Currently, the ACCT practitioner certification program is administered by ACCT Accredited Vendors that have been approved to offer these services. The purpose of this task force is to transition the ACCT to be the “certifying body” for the practitioner certification program. A pre-qualification requirement for ACCT certification is the successful completion of an ACCT Accredited Vendor certification exam.

**Charge:**

1. Update current Practitioner Certification implementation requirements to be in alignment with the 8<sup>th</sup> edition ACCT Standards
2. Propose a plan to administer ACCT practitioner exams that will accompany the Accredited Vendor Certification exams
3. Detail the costs, infrastructure requirements and implementation timeline required for ACCT to be the Certifying body for ACCT Practitioner Certification

**Leadership:** Task Force Chair – appointed by the Board of Directors

**Membership:** 5- 7 members to be appointed by the chair of the Practitioner Certification Task Force

**Term Limit:** Members serve at the pleasure of the Board of Directors until completion of the task.

**Accountability:**

- The Practitioner Certification Task Force is accountable to the Board of Directors until such time as the Accreditation and Certification Committee has been fully established.
- An annual roster of the committee membership and leadership is to be submitted to the Board of Directors annually, following the Annual General Meeting.
- A final report is to be submitted to the Board of Directors until such time as the Accreditation and Certification Committee has been fully established.

**Strategic Plan:**

- The work of the Practitioner Certification Task Force supports the achievement of Core Strategy #2