

**2019-2020 BOARD OF DIRECTORS**

**President (2019-2021)**

**Journal Sub-Committee Chair**

Chrisann Schiro-Geist | Memphis, TN  
[chrisann@memphis.edu](mailto:chrisann@memphis.edu)

**Past President (2019-2021)**

**IPEC Certification Sub-Committee Chair | Elections Chair**

Scott Whitmer | Yakima, WA  
[scott@whitmerandassociates.com](mailto:scott@whitmerandassociates.com)

**President-Elect (2019-2021)**

**2021 Conference Chair | Tech. Sub-Committee Chair**

Terry Leslie | Lancaster, PA  
[tleslie@leslievc.com](mailto:tleslie@leslievc.com)

**Secretary (2018 - 2021)**

**Newsletter Sub-Committee Chair**

Sara Statz | Middleton, ID  
[Sara.statz@gmail.com](mailto:Sara.statz@gmail.com)

**Treasurer (2019-2022)**

Dan Wolstein | Hackensack, NJ  
[dan@kincaidvocational.com](mailto:dan@kincaidvocational.com)

**Director-At-Large (2021-2024)**

**CEU Committee Chair**

Mark Anderson | Rocky River, OH  
[mrkand1one@aol.com](mailto:mrkand1one@aol.com)

**Director-At-Large (2018-2021)**

**Ethics Committee Chair**

Alireza Bagherian | San Francisco, CA  
[drb@synapsehc.com](mailto:drb@synapsehc.com)

**Director-At-Large (2020-2023)**

**IPEC Test Development Sub-Committee Chair**

Brian Daly | Clinton, NJ  
[brian\\_daly96@yahoo.com](mailto:brian_daly96@yahoo.com)

**Director-At-Large (2018-2021)**

**ABVE Test Committee Chair**

DT North | Olympia, WA  
[dt@achieveconsultingteam.com](mailto:dt@achieveconsultingteam.com)

**Director-At-Large (2019-2022)**

**Publications Committee Chair**

David Perry | Grand Forks, ND  
[david.perry@und.edu](mailto:david.perry@und.edu)

**Director-At-Large (2019-2022)**

**Membership & Marketing Committee Chair**

Scott Severt | Merrifield, VA  
[scott@scottsevertllc.com](mailto:scott@scottsevertllc.com)

**Director-At-Large (2020-2023)**

**Board Development Committee Chair |**

**Membership & Marketing Sub-Committee Chair**

Ron Smolarski | Ann Arbor, MI  
[ron@beaconrehab.com](mailto:ron@beaconrehab.com)

**Director-At-Large (2020-2023)**

**ABVE Certification Chair**

Rona Wexler | New York, NY  
[rona@theemployabilityexpert.com](mailto:rona@theemployabilityexpert.com)

**Executive Director**

Stephanie Munoz | Soquel, CA  
[stephanie@btfenterprises.com](mailto:stephanie@btfenterprises.com)

**Account Manager**

Nicholas Jellison | Soquel, CA  
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**MINUTES | ABVE Board of Directors Meeting**

Thursday, June 11th, 2:00pm PST | 4:00pm CST | 5:00pm EST

Video Conference via Zoom

*List of Attendees: Terry Leslie, Dan Wolstein, Sara Statz, Scott Severt, Mark Anderson, David Perry, Scott Whitmer, DT North, Rona Wexler, Ron Smolarski, Chrisann Schiro-Geist, Nicholas Jellison, Gabe Cortez, and Stephanie Munoz*

**Call to Order to Meeting of Board of Directors 2020-2021**

The meeting was called to order by Terry Leslie at 2:07 pm PST.

**Approval of the agenda**

Motion to approve the agenda by Dan Wolstein, second by Rona Wexler. All were in favor, and none were opposed. Motion passed.

**Minutes**

Motion to approve the minutes by Rona Wexler, second by Dan Wolstein. All were in favor, and none were opposed. Motion passed.

**Financials**

ABVE has about \$170,000 total (\$85,000 in checking and \$85,000 in investments accounts). ABVE is going to show a profit of about \$15,000-20,000 for the fiscal year, but a lot of this estimation is based on money that is currently up in the air. ABVE has issued 35 credits, which can be applied to the August conference or 2021 (this totals about \$16,000-\$18,000), 55 refunds (totaling about \$24,000), and 40 people have not asked for a refund or credit (which is another \$18,000-\$20,000).

The Board discussed the state of the organization's finances if both the 2020 and the 2021 conference were postponed. If ABVE were to hold a virtual conference that could potentially generate additional revenue to make up for the loss of our live conference, that would have been in 3/2020.

Motion to approve accept 2020-2021 YTD Financials made by Ron Smolarski, second by Terry Leslie. All were in favor, and none were opposed. Motion passed.

Motion to approve accept 2020-2021 Budget without dues increase made by Terry Leslie, second by Dan Wolstein. Most were in favor, and one was opposed. Motion passed.

## ABVE BOD Meeting (continued)

### Report from Committees

#### Conference Committee

- **2020 Conference: Terry Leslie**

Terry updated the group on the status of the 2020 conference. Estelle Hutchinson and Dan Wolstein have agreed to present the Knowledge Enhancement Seminar virtually on Thursday. The general session would follow on Friday with six sessions, offered both virtually and in-person in Tampa, FL, with the general membership meeting during the lunch hour. There would be additional “post-con” sessions on Saturday. The Board discussed the conference logistics for hosting both a virtual and in-person 2020 Annual Conference. The Board decided it would be best to stick with a virtual conference for the 2020 Annual Conference.

- **2021 Conference: Terry Leslie**

Terry recommended that a newsletter article go out soon to recruit new conference committee members. He has been working with local organizations in San Diego, CA, looking for potential speakers.

- **2022 & 2023 Conferences**

The Board discussed moving forward in renegotiating with the Tampa Westin for the 2022 conference in Tampa, FL. ABVE will also continue negotiations for the 2023 conference in Memphis, TN. Motion to approve moving forward with Tampa in 2022 and Memphis in 2023 made by Chrisann Schiro-Geist, second by Sara Statz. All were in favor, and none were opposed. Motion passed.

#### Membership & Marketing: Scott Severt

Scott discussed his recent committee meeting. The committee discussed current members contacting new members as they join to make them feel welcome. He is also trying to recruit new members through the SSVE list from the Social Security Administration. Scott also had the idea of having members record testimonials of “What ABVE means to me.” Scott will also be working in trying to reach students in masters programs directly through LinkedIn and Facebook.

#### CEU Committee: Mark Anderson

There were two requests from IARP seminars for two individual seminars; both were approved for ABVE credits. The Board discussed that a one-time grace period of CEU’s would be appropriate given the current state of affairs with the COVID-19 pandemic. Motion to change the CEU policy for a one-time COVID-19 grace period made by Mark Anderson, second by Scott Whitmer. All were in favor, and none were opposed. Motion passed.

#### Certification Committee: Rona Wexler

Rona updated the Board with current application numbers. There have been 32 applicants for certification, with 12 of those applicants being rejected for not meeting ABVE’s standards. Rona discussed that an Adhoc committee had been formed to add transparency and streamline the certification process.

#### Ethics Committee: Ali Bagherian

DT North discussed the revamp of ABVE’s code of ethics. DT and Ali have been conducting a benchmark study of similar organizations’ code of ethics. DT said he and Ali hoped to present the updated code of ethics to the Board before our next meeting.

## ABVE BOD Meeting (continued)

### Test Development Committee: DT North

- ABVE Test Development Subcommittee  
DT said they are working on a standard test score before the applicants take the certification exam in 8/2020. DT said they are working on setting up the exam to be taken online. Motion to award 3 CEU's to members who take the certification exam made by Rona Wexler, second by David Perry. All were in favor, and none were opposed. Motion passed.
- IPEC Test Development Subcommittee  
DT said Brian Daly is working on grouping the task statements into subdomains. Once that is complete, a job analysis survey will be sent out to our members to validate the responses. This action will require funding to send this validation survey. DT agreed to come back to the Board in the next meeting when he understands how much credit they have with the survey vendor and, therefore, how much money needs to be requested for this action.

### Publications Committee: David Perry

David asked for updates from the subcommittees.

- Journal: Chrisann Schiro-Geist  
Chrisann said the journal is being "typeset" and are waiting on the edits to be complete. Stephanie said she still needs the editorial, and when that is received, the journal will be ready for print.
- Newsletter: Sara Statz  
Sara discussed the need to discuss multicultural issues in our newsletter. A lively discussion was had on whether to comment on multicultural issues in our newsletter. Rona agreed to write a statement regarding the standards of our credentials.
- Technology: Terry Leslie  
Deferred to the next meeting.

### IPEC Test Development Cee: Brian Daly

Deferred to the next meeting.

### IPEC Certification: Scott Whitmer

Deferred to the next meeting.

### Board Development Committee: Ron Smolarski

Deferred to the next meeting.

### Old Business

#### VRCC 30/30 Initiative – Chrisann Schiro-Geist

Deferred to the next meeting.

#### ABVE Website – Terry Leslie

- Consideration for new ABVE Logo  
Deferred to the next meeting.

## ABVE BOD Meeting (continued)

### **Policy & Procedures Proposals – Chrisann/Terry**

Motion to move forward with approving the previously edited Policies & Procedures Manual made by Terry Leslie, second by Scott Severt. All were in favor, and none were opposed. Motion passed.

### **New Business**

Deferred to the next meeting.

### **Adjourn meeting**

Motion to adjourn the ABVE Board of Directors made by Sara Statz, second by Rona Wexler. All in favor, the meeting closed at 4:21 pm PST.