

2024 CPSS Board and State Boards Meeting – Quarter 3 Minutes
Tuesday, September 10, 2024
Virtual Meeting

Attendance taken by Michele Lovejoy

- Present: Virginia Brown, Michelle Busch, Aaron DeJoia, Colby Moorberg, Matt Hostrander and Joseph Schuster
- Staff: Dawn Gibas, Michele Lovejoy
- Absent: Jacob Berkowitz, Christopher D'Aiuto, James Hartsig, Jamie Patton and Matthew Deaton

Meeting called to order by Colby Moorberg at 2:03 PM CDT.

Welcome and introductions made.

Approval of Minutes

- Unanimous consent to approve minutes from June 2024 (Q2 Meeting).

TSP Program Update

- TSP MOUs for CCA and CPSS will be signed at the ICCA Board Meeting in Gainesville, FL September 26, 2024.
- One NRCS education course will be required and will be available in our online education classroom.

Congressional Visits Day

- CVD will be in Washington D.C. February 25-26, 2025.

Soils Exams Discussion

- Dawn reviewed exam statistics for 2023-2024.
- The board requested to see data on the number of exam attempts for each exam. Michele will look into this.
- The Soils Professional Practice Exam is due to be updated.
 - Exam committee needs members. Need for subject matter experts in Soil Biology, but anyone is welcome. Please contact Michele if you would like to serve on the exam committee.
 - Possible first meeting in December to review process and then start meeting in January with scheduled meetings every two weeks.

CPSS Requirements Meeting

- Dawn has scheduled a meeting at the ASA-CSSA-SSSA Annual Meeting in San Antonio, TX Sunday, November 10, 2024, from 1:00 PM – 4:00 PM to discuss the requirements for CPSS.

- Colby co-wrote a [paper](#). Dawn will share with Jim Cudahy.

2025 CPSS Budget

- Dawn reviewed the budget for 2025.
 - AP and CP application and renewal fees will be raised \$5.00.
 - AP application fee will go from \$80.00 to \$85.00.
 - CP application fee will go from \$130.00 to \$135.00.
 - AP renewal fee will go from \$45.00 to \$50.00.
 - CP renewal fee will go from \$80.00 to \$85.00.
- Discussion on waiving the AP application fee to increase numbers.
 - If wanted, will need to come up with a proposal for ASF to pay AP application fees or fundraise for funds.
- Motion to approve 2025 CPSS Budget made by Aaron DeJoia; motion seconded by Michelle Busch; motion unanimously passed.

2025 CSSE Budget

- Dawn reviewed the budget for 2025.
 - The Fundamental and Professional Practice Exam registration fees will be raised \$10.00 because the exam price is being raised \$5.00 and the remote proctoring fee is being raised \$5.00.
 - Exam registration fee will go from \$265.00 to \$275.00.
- Motion to approve 2025 CSSE Budget made by Aaron DeJoia; motion seconded by Michelle Busch; motion unanimously passed.

Soils Exam Study Guide Updates

- Both the Fundamentals and Professional Practice Exam study guides need updating with the Fundamentals Study Guide being the priority.
 - Office has had several requests from individuals.
 - Problem finding someone to do the work.
 - Colby is working with others on a book to be published by SSSA that will incorporate the POs with the possibility to develop into study guides, but this is still a few years out.

Amnesty Policy

- The board was provided with the Certified Crop Adviser (CCA) Amnesty Policy.
- Dawn and Chris will draft a Soils Amnesty Policy to have at the Annual Meeting in San Antonio with discussion at the next CPSS Board Meeting in December.

CPSS/CPSC Complaint Investigation Procedures

- Board will review (attachment).

Soils Exam Expiration Policy

- Michele presented the need for the board to set an exam expiration policy.
 - Several individuals with passed exam results from many years ago have been sending in applications.
 - This will be on the December meeting agenda.

National Collegiate Soils Contest Committee

- The committee will be meeting at the Annual Meeting in San Antonio on Monday, November 11, 2024, from 5:30 PM – 7:30 PM.
 - Susan Dearing-Bond, Director of Development and Dawn will be going to the National Soils Judging Contest in Stevens Point, WI.
- The board wants to continue to work with this group.

The International Union of Soil Science (IUSS) Working Group

- Soil Science Australia (SSA) CEO, Michael Walker is Chair of the working group and Dawn is Vice Chair.

Soils Certifying Board

- Virginia Brown was appointed Chair Elect.
- Resumes for Joshua Edgell, Kelley House and Daniel King were reviewed.
- Motion to approve all three individuals made by Virginia Brown; motion seconded by Aaron DeJoia; motion unanimously passed.

Items for Discussion

- The board decided to stay with quarterly online meetings. It was also decided to have the state certification boards attend board meetings with discussion at the end of the meetings for them to provide updates from their state. This eliminates the need for separate scheduled state board certification meetings.
- Dawn reviewed what is being done for Soil Science Australia (SSA) for their exam.
 - We provide bank, deliver exam, deliver examinee results and provide basic statistics.
 - Contract has been reviewed by lawyer and is being sent to Australia to sign.
- Matthew Hostrander (PA) and Joseph Schuster (FL) provided updates from their state certification boards.

Next board meeting is scheduled for December 10, 2024.

Meeting adjourned at 3:30 PM CDT.