



Minutes

1. Meeting called to Order by Chair Carrie Blackburn Riley
2. Trustees Present: Carrie Blackburn Riley, Dorothy Carty-Daniel, George Guy, James Bebley, Shannon Biggs, Marilyn Medley, Paul Chaiken, , Patricia Wells, Joan Smith, , Mark Thiele, Richard Laferte, Shaunté Evans, Ray Bender, Carol Branham, Cindy Preast, Lee Talmage.
3. Trustees Absent: Anthony Goodson Jr., Donna Dunwoody, Karen Wallace, Arthur Kurrasch, Pamala Thompson, Robert Peterson, Brenda Strom.
4. Move to accept agenda made, seconded and approved by unanimous voice vote.
5. Move to approve minutes from October 26, 2018 was made, seconded and approved by unanimous voice vote.
6. Blake Pavlik, Director NAHRO Certification and Accreditation, presented a NAHRO Certification™ report and noted the full report as well as the status of all persons holding a current NAHRO Certification is updated regularly at www.nahro.org.
7. Blake Pavlik also presented a brief update on the NAHRO Examination Boards and notified Trustees that current NAHRO Examination Boards Chair Richard Herrington's term expires in July 2019. Discussion ensued regarding the Chair position.
 - a. Moved, seconded, and approved by unanimous voice vote to move into executive session to discuss position of Chair of the Examination Boards.
 - b. Moved, seconded, and approved by unanimous voice vote to move out of executive session.
 - c. Staff asked to pursue issuing a request for applications for the position of Chair of the Examination Boards per BECT policy.
8. Assessment of Needs working group report presented by Chair Paul Chaiken. Group to meet to complete review of the remaining 5 of the 16 current NAHRO Certification programs by July 2019.
9. Trustee George Guy, Chair of the joint working group with Member Services and Professional Development committees and others on Ethical Leadership provided an update of several possible proposals including updating the NAHRO Code of Professional Conduct and requiring ethics training for NAHRO Leadership. The working group intends to present proposals to the BECT regarding these topics at the July 2019 meeting.



**2017-2019 Board of Ethics and Credentialing
Trustees (BECT) Meeting
Saturday, April 6, 2019 – 3:30pm
Arlington, Virginia**

10. President Richie and Senior Vice-President Shaw arrived as the Trustees were discussing proposed ethics training requirements for NAHRO Leadership and joined the discussion noting their agreement for regularly reviewing the Code of Professional Conduct and for ethics training to be included in the Leadership Retreat in 2020. Later in the meeting, representatives of the NAHRO Diversity, Equity, and Inclusion Task Force joined the discussion of revisions to the NAHRO Code of Professional Conduct per the President and Senior Vice-President's suggestion. Discussion commenced regarding specific inclusion of Commissioners and residents in the Code, specifically how those who are bound by the Code (NAHRO Members and Certification holders) interact with them.
11. Discussion regarding staff proposals to revise the policies regarding NAHRO Certification exams to address current customer expectations commenced:
 - a. Certification Exam results will be available to examinees electronically and via email when appropriate measures are taken to ensure secure transmission. Moved, seconded, and passed by unanimous voice vote.
 - b. Certification Exams will be allowed to be administered electronically, online, or in similar measures keeping in mind NAHRO's prominent position as a fair, ethical and valid certification provider. Secure administration should be made regarding personal and score information. Procedures can be different for NAHRO Certifications utilizing NAHRO Professional Development training exams from those exams developed by NAHRO Examination Boards created by the BECT. Specific security measures to be determined by staff following standard industry practices. Moved, seconded, and passed by voice vote. Paul Chaiken and Carrie Blackburn Riley abstained.
 - c. More specific result reporting will be available to customers to help them understand what subject areas of the certification exams they are proficient and less proficient in. Moved, seconded, and passed by unanimous voice vote.
12. Marketing of NAHRO Certification Programs was discussed in light of new opportunities being offered by both NAHRO and other industry credentialing providers.
13. Meeting was adjourned.