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**International Certified Crop Adviser Quarterly Board Meeting Minutes**

**Thursday Dec. 12, 2024, 1:00-3:00pm (Eastern)**

**ICCA Executive Committee:**Sandy Endicott, Chair

Isaac Wolford, Past Chair

Karl Wyant, Vice Chair

Aaron Breimer, Incoming Vice Chair

Andy Knepp, ICCA Board Rep on ASA Board

Peter Kyveryga, ASA President-Elect

**Staff:**

Jim Cudahy, CEO

Ann Edahl, Educational Programs Senior Manager

Lacey Edwardson, Support Center Lead

Dawn Gibas, Certifications Director
Luther Smith, Chief Administrative Officer

Sara Uttech, Governance Director

**Participants**:

ASA/ICCA DE MÉXICO

Ben Hushon

Brian Marcinkiewicz

Chuck Lippstreu

Connie Schroeder

Daina McMurray

David D Simonson

Donnie Dippel

Donnie Taylor

Errin Nelson

Flávio Bolzan

Gary England

Isaac Anderson

Jeanette Marvin

Jonathan Croft

Kevin Otte

Lance Ramthun

Lisa Martin

Liv Stavick

Luiz Lucchesi

Madeline Schenken

Markus Braaten

Mary Hartney

Mershon Tobin

Michael Mulvaney

Miranda Driver

Nathan P Eck

Paul Luetjen

Peter Naumann

Shawn Wallace

Sterling Clifton

Steve Vasquez

Susan Fitzgerald

Terry Helms

Tim Schaub

Timothy Mundorf

Todd Rowe

Walter Brown

A092.4 ICCA Board of Directors

1. Chair Sandy Endicott opened the meeting.
2. ACTION: Consensus to approve the Consent Agenda:
* Dec. 12, 2024 ICCA Board of Directors Meeting Agenda (Document 1)
* Sept. 25-26, 2024 ICCA Board of Directors Meeting Minutes (Document 2)
1. Chief Administrative Officer Luther Smith provided the following policy update:
* USDA-NRCS Technical Service Provider (TSP): New streamlined process, simplest as possible for CCAs to be TSPs following these steps:
	+ Attend an online orientation webinar hosted by NRCS live on Dec. 9, Dec. 19, or watch the recording posted online to receive a certificate of completion, which also includes 3.5 CEUs in Professional Development. Complete a one-page USDA TSP form and sign the agreement which we will keep on file and notify USDA. The CCAs are then registered as TSPs through the NRCS system and state conservationists, who will make available the TSPs in those states.
* EPA Endangered Species Act: we provided comments on the ruling, and we will be holding webinars for what CCAs need to know to be successful with these new rules.
1. Incoming Vice Chair Aaron Breimer is in the process of organizing a Conservation Agronomist Task Force to meet with The Nature Conservancy’s Leif Fixen on next steps.
2. Director of Certifications Dawn Gibas provided an update on the Organic Specialty Certification. We are currently working with Karl Wyant and a team of experts there on Performance Objectives and test questions. It is anticipated that the exam will be ready for 2026 in California with additional states/regions after that.
3. Support Center Lead Lacey Edwardson provided an update on the newly formed Amnesty option launching Jan. 1, 2025, detailed online at: [www.certifiedcropadviser.org/become-certified/amnesty](http://www.certifiedcropadviser.org/become-certified/amnesty). We will work with local boards to identify former CCAs with lapses of 2-5 years who qualify and will plan communications to them. For additional information and instructions on how to apply for amnesty, contact your [certification representative](https://www.certifiedcropadviser.org/contact).
4. Past Chair Isaac Wolford and Certifications Director Dawn Gibas provided information on the 2024 FFA National Convention held in Indianapolis in October including the Agronomy Career Development Event (CDE), CCA Apprentice Exam, and 24 new potential apprentices. The Agronomy CDE contest was updated for 2024 to help streamline the event and this was successful. ASA/ICCA provided clipboards and calculators for the students, which was very much appreciated and successful. We plan to do this again in 2025. Part of the CDE is a written Agronomy Exam based on the ICCA POs and if students pass this exam, they are eligible to become CCA Apprentices (they and their parents must opt in). There were 24 students out of over 150 that passed. Information packets regarding the CCA Apprentice program have been sent to the school advisors for the 24 students.
	* Local Boards requested that they be informed if any of the Apprentices reside in their state or region. We can provide the school’s name and advisor name but cannot give out names of minors.
	* Potential 2024 apprentices are from the following states: DE, IA, IN, KS(2), LA(3), MO(3), MN, NE, NC, OR(3), PA, SC, SD, TN, WA, WV, WI
5. CEO Jim Cudahy reported that the American Society of Agronomy Board of Directors met on Nov. 14, 2024, and reviewed highlights of the CCA Needs Assessment survey. There was overwhelming support to continue connections to CCAs and to establish ways to provide programs and services to this audience.
6. Vice Chair Karl Wyant reported the 2025 Quarterly ICCA Board Meeting Dates:
* Q1 – Thursday Feb. 13, 12:00-2:00pm (Central)
* Q2 – Thursday June 12, 12:00-2:00pm (Central)
* Q3 – In-person/virtual in the Denver, Colorado/CSU Spur Campus area:
	+ Monday Aug. 18 Travel Day
	+ Tuesday Aug. 19 ICCA Board Meeting
	+ Wednesday Aug. 20 ICCA Board Meeting
	+ Thursday Aug. 21 Tour in Fort Collins area, or Travel Day
	+ Friday Aug. 22 Travel Day
* Q4 - Thursday Dec. 11, 12:00-2:00pm (Central)

10. Open Discussion Items led by Chair Sandy Endicott, included:

* **Proxy Voting**: Following discussion on the possibility of allowing Board Administrators to vote on behalf of a local board, a task force was formed to draft a proposal, which will be presented to the board for consideration at the next board meeting in February 2025. The task force will consist of representatives from various regions, including Sterling Clifton as chair, Michael Mulvaney (MS), Terry Helms (NW Region), Brian Marcinkiewicz (IL), and Steve Vasquez (Western Region), with Dawn Gibas, Sandy Endicott, and Karl Wyant providing support.
* **Board Administrators:** Sandy Endicott reported that the initial Admin Overview session was held online on Dec. 11, which was recorded and is available to view online. These sessions will continue into 2025, and all Admins are encouraged to participate. Dawn Gibas reminded Boards to complete their Admin contracts and send to their Certification Rep as well as keeping us updated on changes to local board positions and contact information to ensure accurate communication after the first of the year.
* **Awards**: Chair Sandy Endicott encouraged the promotion and participation of our awards, including the ICCA of the Year Award, Conservation Agronomist Award, and the Greenfield Scholars program.
* **ICCA Executive Committee members:** Chair Sandy Endicott stated that ICCA Executive Committee members would welcome the opportunity to talk with Local Boards at their meetings – virtually or in person (if feasible).
* **Policy and Procedures**: Director of Certifications Dawn Gibas reported that final updates are being made to the Policy and Procedures manual and the updated document will be available during the first quarter of 2025. The ICCA Strategic Plan is due to be updated for 2026 and will be worked on in 2025.
* **Exam Numbers**: Director of Certifications Dawn Gibas presented the exam numbers for 2023 and 2024, which included increases in the ICCA and Local Board exams, highlighting the potential benefits of Section Testing:

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| --- | --- | --- | --- |
| **EXAM** | **2023** | **2024** | **Change** |
| ICCA | 542 | 819 | **+277** |
| Local Board | 638 | 826 | **+188** |
| Specialties | 85 | 85 | same |
| Sections (offered in 2 exam windows for 2024) | N/A | 198 | **+198** |

* + The next exam registration opens on Jan. 2 for exams offered in a window from Feb. 5-19. For the full 2025 exam schedule, visit: [www.certifiedcropadviser.org/exams](http://www.certifiedcropadviser.org/exams)
* **Appreciation to Chair**: Director of Certifications Dawn Gibas and the ICCA Board thanked Chair Sandy Endicott for her year as Chair of the ICCA Board.

Consensus to adjourn.