

ICEAA Board of Director's Meeting
0900 – 1700, Saturday, February 25, 2017

MCR Offices
2010 Corporate Ridge # 350, McLean, VA 22102

AGENDA
as of February 17, 2017

Strategic Plan Goal
Tech = Technical
Excellence
Coll = Collaboration
Relev = Relevance

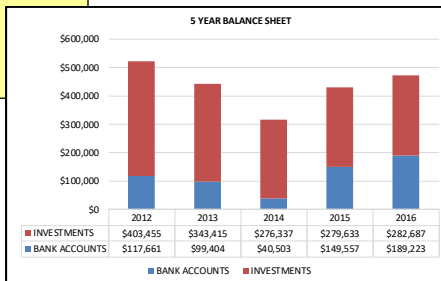
Time	Agenda Item	Leader	
8:00	Gather for Continental Breakfast		
9:00	Welcome, Quorum Count, and Introductions	Paul Marston	
9:15	Secretary Report Action: Approve June 2016, September 2016 Minutes	Greg Kiviat	
9:30	Treasurer Report Action: Approve Treasurers Report	Bob Hunt	
10:00	ICEAA Business Office Report	Megan Jones	Tech, Coll, Relev
10:30	Break		
10:45	International Business		Coll, Relev
	Australia Report	Tracey Clavell	
	Japan Report	Ken Nishi	
11:15	Chapter and Region Reports		Coll
12:00	2017 Workshop Status Update	Rich Harwin	Tech, Coll, Relev
12:15	Lunch & break		
1:00	PCEA/CCEA Certification Update	Peter Andrejev	Tech
1:30	Software Specialty Certification Update	Brian Glauser	Tech, Coll, Relev
1:45	2017-2019 Board Nominating Committee	Brian Glauser	Relev
2:00	Break		
2:15	CEBoK Update Task Force	Neil Albert	Tech
2:30	New Business		
3:00	Review September 2016 Board Action Summary	Megan Jones	
3:15	Plan Next Meeting & Adjourn	Paul Marston	

TREASURER REPORT

Board of Directors Meeting
January 2017
Bob Hunt

Balance Sheet End of 2016

CUMULATIVE BALANCE SHEET				
INVESTMENTS/CASH POSITION - END OF 2016				
	BALANCE	RATE	INT.	MATURE
PFCU - 7047946-56-6	\$42,673	1.00%	\$674	Jul-17
PFCU - 4507023-56-4	\$20,686	1.40%	\$536	May-18
PFCU - 4339703-56-5	\$31,329	1.70%	\$828	Dec-16
PFCU - 4566018-56-2	\$80,661	1.20%	\$1,779	Feb-17
PFCU - 4717075-56-0	\$35,681	1.30%	\$885	Feb-18
PFCU - 4717076-56-8	\$35,464	1.10%	\$869	May-17
PFCU - 4717077-56-6	\$35,949	1.10%	\$1,049	May-17
PFCU MONEY MARKET & CASH	\$513			
SUBTOTAL INVESTMENTS	\$282,957			
CHECKING ACCOUNTS	\$188,939			
TD BANK JOURNAL ACCOUNT	\$15,047			
ANNUAL INTEREST EARNED			\$6,620	
TOTAL LIQUIDITY	\$486,943			





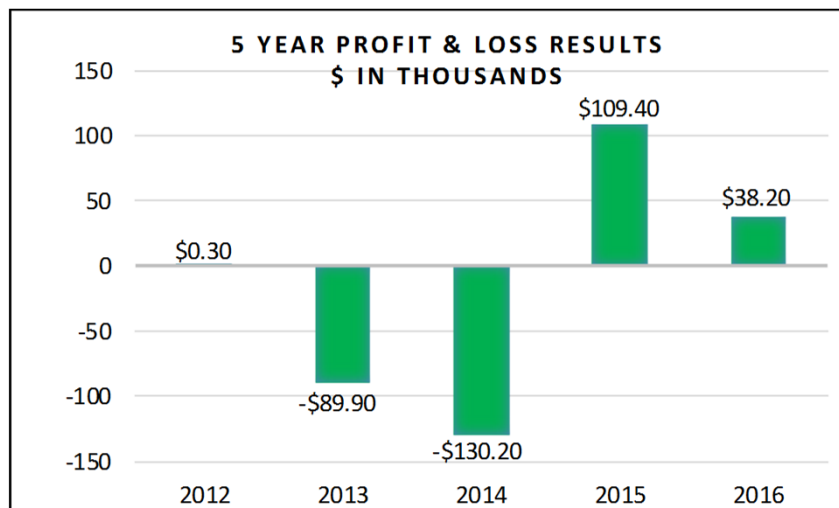
Profit & Loss for 2016

2016 ACTIVITY	2016 ANNUAL BUDGET			DECEMBER 2016		
	INCOME	EXPENSES	NET	INCOME	EXPENSES	NET
ICEAA WORKSHOP	\$353,149	\$219,992	\$133,157	\$363,987	\$231,385	\$132,602
BRISTOL WORKSHOP				\$41,973	\$1,368	\$40,605
CANADA WORKSHOP				\$4,299	\$2,207	\$2,092
IPM CONFERENCE	\$30,000	\$0	\$30,000	\$30,629	\$774	\$29,855
CERTIFICATION PROGRAM	\$30,402	\$826	\$29,576	\$36,100	\$1,379	\$34,721
CEBoK PROFESSIONAL TRAINING	\$23,868	\$0	\$23,868	\$23,447	\$0	\$23,447
PUBLICATIONS-JOURNAL & ICEAA WORLD	\$13,004	\$49,350	-\$36,346	\$12,834	\$46,594	-\$33,760
MEMBERSHIP MANAGEMENT & SUPPORT	\$87,717	\$2,786	\$84,931	\$84,087	\$2,029	\$82,058
ADVERTISING	\$5,000	\$0	\$5,000	\$5,230	\$33	\$5,197
INTEREST & OTHER MISC. INCOME	\$3,465	\$0	\$3,465	\$4,580	\$0	\$4,580
CHAPTER SUPPORT	\$0	\$10,000	-\$10,000	\$0	\$2,540	-\$2,540
STAFFING & OFFICE SUPPORT CONTRACTORS	\$0	\$201,457	-\$201,457	\$0	\$191,644	-\$191,644
OFFICE OPERATIONS	\$0	\$94,590	-\$94,590	\$0	\$89,003	-\$89,003
OTHER MISC. EXPENSES	\$0	\$0	\$0	\$0	\$0	\$0
TOTALS	\$546,605	\$579,001	-\$32,396	\$607,166	\$568,956	\$38,209

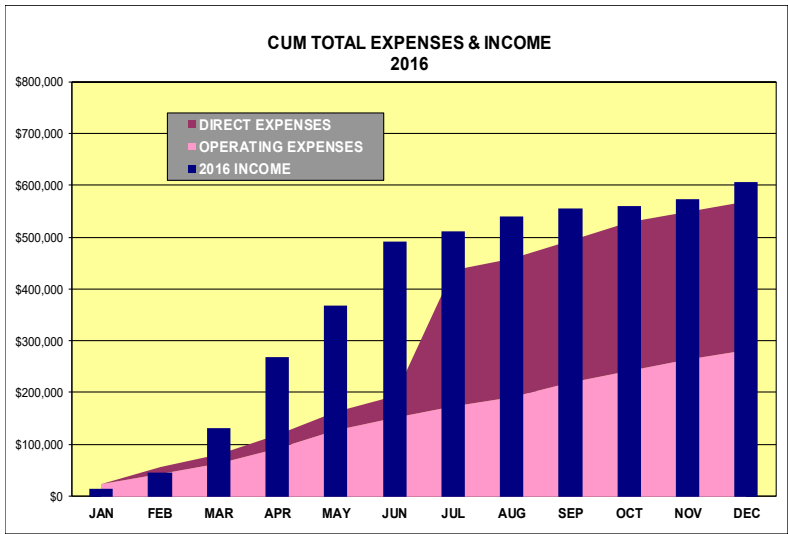
BRISTOL WORKSHOP INCOME (\$41K), STRONG CERTIFICATION PROGRAM INCOME (\$5K >BUDGET), ALONG WITH STAFFING AND OFFICE OPS. ECONOMIES (\$15K <BUDGET) CONTRIBUTED TO POSITIVE 2016 OUTCOME OF \$38K.



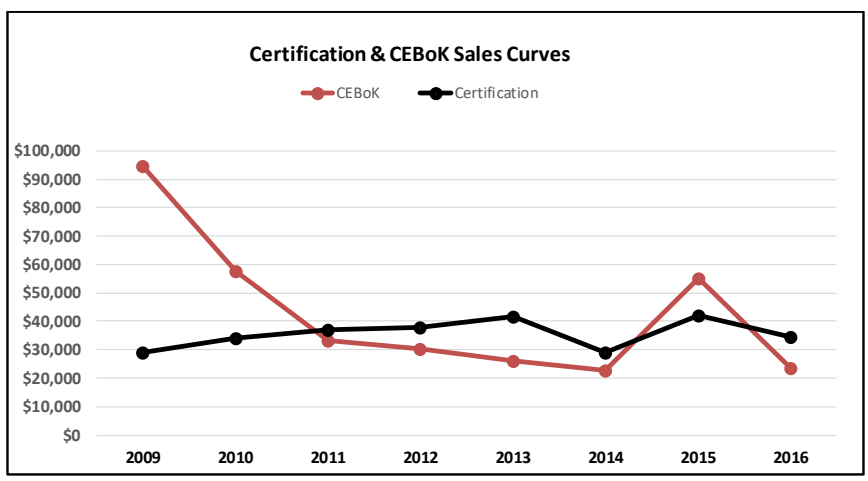
2016 in Perspective



2016 in Perspective



2016 in Perspective





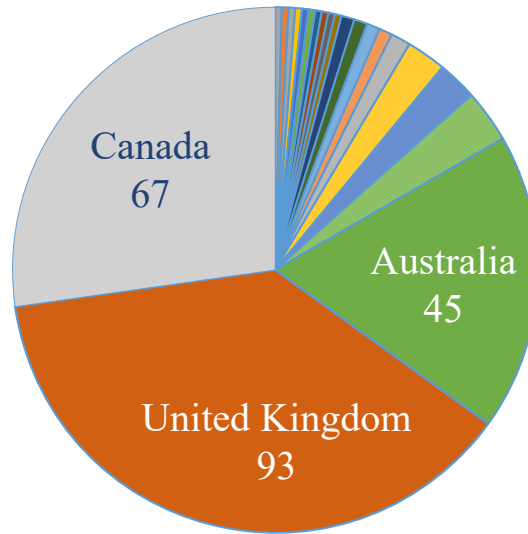
2017 Budget Estimate

	2016 Actual	2017 Estimate	
ICEAA Workshop	\$132,602	\$130,000	Roughly equal to Atlanta
International Workshop	\$40,605	\$0	No international event this year
Canada Workshop	\$2,092	\$0	Canada postponed event; IBO will not be involved
IPM Conference	\$29,855	\$25,000	Favorable hotel error provided for reduced attrition
Certification Program	\$34,721	\$35,500	Continue strong 2016 performance
CEBoK Sales	\$23,447	\$20,000	2015 sales bubble has burst - return to declining trend line
Pubs: JCAP & IW	(\$33,760)	(\$30,000)	Reflects renegotiated T&F contract
Membership	\$82,058	\$82,000	Continue strong 2016 performance
Advertising	\$5,197	\$4,000	Consistent with 2015 - 2016 actuals
Interest & Other Misc	\$4,580	\$5,000	Reserves increasing
Chapter Support	(\$2,540)	(\$7,000)	2014 actuals + extra for additional chapter support
Staffing & Support	(\$191,644)	(\$246,000)	2016 EAC +5% + \$45K for new hire
Office Operations	(\$89,003)	(\$79,000)	Overhead lower with move, some offset from moving costs
TOTALS	\$38,209	(\$58,500)	

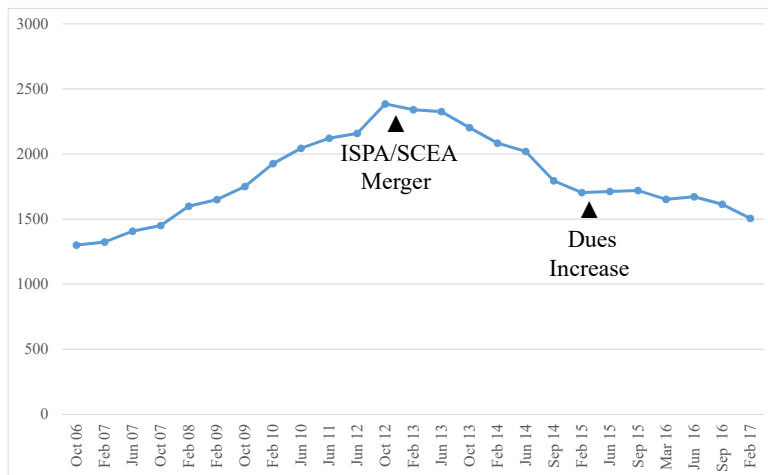
Major changes from 2016 are lack of additional workshops, rehire of admin position

International Membership *as of February 13*

	Feb 17
Australia	45
Belgium	2
Brazil	1
Canada	67
China	3
Egypt	1
Estonia	1
France	2
Germany	8
Hong Kong	1
Italy	2
Japan	6
Mexico	1
Netherlands	6
New Zealand	1
Norway	2
South Africa	1
South Korea	2
Sri Lanka	1
UK	93
United Arab Emirates	1



State of Association: Membership Trends 2006-2017



2019 Workshop Site: Tampa

- May 14-17, 2019
- ICEAA block rate
\$209
- 30% of rooms at
government rate
- \$90,000 food &
beverage minimum



Portland: June 6-9, 2017
Phoenix: June 12-15, 2018



ICEAA's New Home

4115 Annandale Road, Suite 306
Annandale, VA 22003

4 offices, reception area, storage closet

Good parking

Convenient to 495 and 395

Tyson's Rent: \$32,307 @ year

Annandale Rent: \$17,208 @ year

Savings: \$15,099 @ year*



**Will not see entire savings in 2017 with 2 months at Tyson's rent and moving expenses*

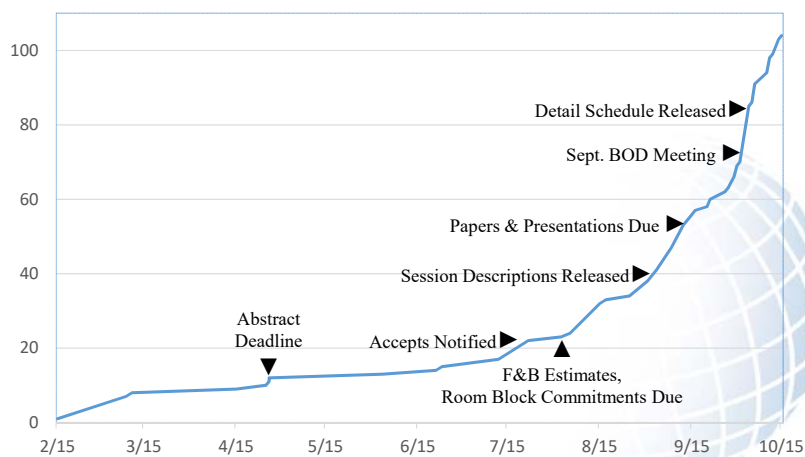


International Training Symposium

Registration Revenue	£ 57,640.00
VAT	£ -4,787.96
Room Trust Fees	£ -3,287.50
Marriott Bill	£ -29,662.30
PayPal Fees	£ -2,691.58
Subtotal (GBP):	£ 17,210.70
Revenue Received (USD)	\$ 20,573.26
Sponsorship Revenue	\$20,000.00
Misc. Expenses	\$ -1,844.78
Net Revenue (USD):	\$38,728.48



Training Symposium Registration Trend



September 25, 2016 Bristol Projections – Awaiting Feedback

Bristol Budget Projection

	80 Attendees	70 Attendees	60 Attendees
Registration Revenue	£46,000	£40,250	£34,500
Sponsorship Revenue	£16,624	£16,624	£16,624
Banking & Misc Fees	(£16,800)	(£15,075)	(£13,350)
Room Trust Fees	(£2,628)	(£2,508)	(£2,388)
Hotel AV & Room Rental	(£13,791)	(£13,791)	(£13,791)
Hotel Food & Beverage	(£17,348)	(£15,180)	(£13,011)
Projected total revenue:	£11,697	£9,960	£8,224
Dollars	\$15,557	\$13,246	\$10,938

Already collected \$5,700 in Bristol Revenue

Approx. 60 Registrations as of 9/25

State of the Chapters

24 ICEAA Chapters

- 2 – Returned funds
- 6 – In limbo/on pause, not sure what to do
- 2 – Inquired about the process to shut down
- 2 – Working to re-start the chapter
- 1 – Has no president, no communication
- 5 – No recent communication

State of the Chapters

- Will distribute proposed chapter funding process to chapter presidents shortly after this meeting for feedback before presenting to the board at the June meeting
- Recommend halting new chapter foundation until current chapters stabilized

Emeritus & Fellow Members

Working with Greg Kiviat and Frank Flett to determine:

- Procedure for the board's use when voting on the petitions
- Qualifications/requirements for applicants for explaining why and why not applicants are chosen
- Benefits to the selected Emeritus/Fellow members

Non-Aligned Director in the Bylaws & Constitution

(Constitution) **ARTICLE VII – OFFICERS AND DIRECTORS**

Section A: The Officers and Directors of the **ASSOCIATION** shall consist of:

1. Elected Officers and Directors: President, an Executive Vice President, the immediate Past President, a Secretary, a Treasurer, a Vice President for Professional Development, **a Non-aligned Regional Director**, Regional Director for each region that may be established under the provisions of Article VIII of this Constitution, and at large Elected Directors

This appears to be the constitution clause referring to the Region Director that serves At-Large Members

(Constitution) **ARTICLE VIII– BOARD OF DIRECTORS**

Section B: The Board of Directors shall consist of the Officers and Directors of the **ASSOCIATION**, the Presidents of each Chapter, and all Committee Chairpersons not already Board members. Voting Board members are the Officers and Directors excluding the appointed Directors (i.e. , **Non-Aligned Director**, ...

This appears to be old language referring to what we now call Government Liaisons.

Suggest adding this to list of changes that need to be made to the constitution.



Bylaws Change: Requesting Motion Non-Aligned Region Director Nomination/Election

Nomination process for the Non-Aligned Region Director remains silent.

Requesting a motion to change the bylaws:

Current:

ARTICLE III – DEFINITION OF OFFICERS’ AND DIRECTORS’ DUTIES

Section H: The Regional Directors shall have the responsibility for the regional affairs of the **ASSOCIATION** and shall provide necessary liaison between the Chapters of the Region and the Board of Directors. The Regional Directors shall be nominated by that Region’s Chapter President(s) and then elected by the membership within the Region.

Proposed:

ARTICLE III – DEFINITION OF OFFICERS’ AND DIRECTORS’ DUTIES

Section H: The Regional Directors shall have the responsibility for the regional affairs of the **ASSOCIATION** and shall provide necessary liaison between the Chapters of the Region and the Board of Directors. The Regional Directors shall be nominated by that Region’s Chapter President(s) and then elected by the membership within the Region. **The Non-Aligned Region Director will represent the interests of the members who do not belong to a chapter. Any non-aligned member (sometimes referred to as At-Large members) may be nominated as the Non-Aligned Director and will be elected by the Non-Aligned/At-Large members.**



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 ICEAA International Cost Estimating
and Analysis Association

ICEAA Membership 2010-2017

	Jun10	Jun11	Oct11	Jun12	Oct12	Feb13	Jun13	Oct13	Feb14	Jun14	Sep 14	Feb 15	Ju 15	Sep 15	Mar 16	Jun 16	Sep 16	Feb 17
TOTAL MEMBERSHIP	2044	2121	2057	2158	2385	2340	2326	2203	2084	2020	1794	1703	1712	1719	1652	1672	1614	1505
Atlanta	31		12	11	12	15	17	16	16	14	10	11	10	7	6	4	3	4
Australia																47	43	42
Baltimore	44		47	49	55	43	44	44	38	30	31	30	27	26	20	23	24	22
Canada													24	48	58	60	74	51
Central Florida	37		43	50	49	47	44	40	38	31	28	21	21	21	25	27	25	23
Central VA							24	25	21	23	21	22	23	24	26	26	26	24
Dayton OH	91		95	108	112	103	96	94	79	73	63	60	76	73	70	70	70	63
DC Metro	522		542	557	573	559	531	494	196	460	430	429	408	397	375	377	370	359
Detroit							19	20	16	12	10	8	8	9	10	10	9	8
Greater Alabama	101		79	95	110	101	104	97	86	83	63	68	80	83	75	80	76	73
Hampton Roads VA	48		40	38	51	39	35	31	28	27	22	20	19	19	17	19	19	21
Houston	39		31	31	27	27	26	22	20	17	15	14	13	16	16	15	15	10
Lone Star TX	37		32	37	48	41	40	3	31	29	24	27	27	27	25	26	27	23
Mid-Atlantic	46		34	23	33	17	14	15	11	11	11	12	13	16	13	13	11	13
New England	118		131	124	110	102	98	91	96	89	83	76	87	82	79	82	81	77
Northwest	109		140	191	205	211	209	194	170	167	124	110	119	130	127	108	78	63
Northwest Florida	24		24	26	24	24	21	15	16	15	15	15	19	16	14	13	12	10
Pike's Peak	30		34	33	39	38	39	37	35	32	31	32	28	27	22	22	25	23
Rocky Mountan / Denver	43		40	44	50	42	40	41	36	30	23	25	27	23	23	27	21	21
San Antonio TX	13		8	7	7	8	6	6	4	4	5	4	6	5	5	5	5	4
San Diego	46		53	61	61	61	64	67	62	59	38	40	45	45	43	47	48	41
So Cal	101		100	105	182	180	186	181	171	166	151	149	150	148	145	140	134	123
St. Louis Gateway	99		78	51	54	50	50	48	46	43	35	30	31	31	30	32	30	30
Twin Cities	18		13	10	11	12	12	12	11	11	9	9	6	6	7	7	6	7
At Large	470						538				442	441	445	440	369	392	382	370

ICEAA Membership 2010-2017

	Jun10	Jun11	Oct11	Jun12	Oct12	Feb13	Jun13	Oct13	Feb14	Jun14	Sep 14	Feb 15	Ju 15	Sep 15	Mar 16	Jun 16	Sep 16	Feb 17
TOTAL MEMBERSHIP	2044	2121	2057	2158	2385	2340	2326	2203	2084	2020	1794	1703	1712	1719	1652	1672	1614	1505
BAE																	22	26
BAH	176	196	189	189	172	156	154	133	122	109		79	76	82	84	81	75	61
Boeing	294	288	277	270	293	285	296	273	244	256		173	177	174	166	145	100	90
Cobec										20		20	19	21	16	16	16	18
Deloitte										30		17	17	20	17	17	14	9
Galorath																14	18	18
Lockheed Martin	98	96	82	80	76	77	74	67	68	59		42	43	42	39	40	39	35
MCR		70		50	53	47		45	39	37		27	28	28	24	29	27	22
MITRE		23						29	30	30		27	26	24	25	24	24	23
Northrop Grumman												29	31	33	30	31	30	25
PRICE																19	18	17
Raytheon												14	14	15	14	15	16	16
Technomics		62		59	70	70	67	66	68	68		71	78	62	62	63	60	58
Tecolote	111	113	114	110	113	113	116	123	118	114		104	113	109	102	112	112	106

ICEAA Canberra Australia

REPORT

Feb 2017

Board of Directors:

President: Andrew Nicholls – from KPMG – has held other board positions in the past

Vice President: Nick Chapman – from the Synergy Group – new to the board

Treasurer: Chloe Kempster – from CASG - has held other board positions in the past

Secretary: Tracey Clavell – from BAE Systems Australia – has held other board positions in the past

Public Officer – Daniel Verwoert – from BAE Systems Australia

Board elected : 3rd May 2016

Upcoming Events:

TBC – looking at 2 more events this year plus one to 2 exam events. It seems after lunch events work best

Recent Events:

8/02/17 – Dale Shermom – QinetiQ UK – Cost Engineering Health check – 25 people, after lunch event

02/12/16 – exams – 2pp, 10 on wait list

19/10/16 – Daniel Verwoert – BAE Systems Australia – Dynamic Parametric Modelling and Analysis - 10 PP

7/07/16 – Chloe Kemspter – CASG DOD – Defense enterprise costing tool

Member Outreach:

We are losing membership because we haven't maintained a regular drum beat with our membership as well as the restructure of defence industries in Australia which has caused a lot of uncertainty

We are endeavoring to reach out to a broader section of our contact base across other departments who are looking to professionalise their staff

Other:

Trying to hold the board to account to deliver, we have been trying to sort out our admin so when the new board comes in they don't have to keep starting afresh.

Whilst we are holding regular board meetings we are still not closing actions and events are being left to myself.

Promising is the engagement from new people with in the industry

Kind regards

Tracey Clavell

Australian International board representative

ICEAA CENTRAL FLORIDA CHAPTER REPORT

February 13, 2017

Board of Directors:

President: Chris Hobbs

Vice President: Karen Rivaud

Treasurer: Greg Seavers

Secretary: Tina McMillan

Other Board Members:

Jim Roberts (Past Pres.)

Joe Ruwe (at large)

Terry Lambing (at large)

Board elected: 3/23/16

Upcoming Events:

Next Central Florida Chapter BoD meeting: Wednesday, 2/15/17

Next Central Florida Chapter membership meeting: To Be Determined

Recent Events:

The Central Florida ICEAA Chapter held a regular bi-monthly meeting on Tuesday, October 25, 2016 in Melbourne FL. There were no presentations or guests.

Subsequently the Chapter held its annual Christmas Party/meeting on Saturday, December 3, 2016 in Melbourne FL. There were no presentations or guests.

Member Outreach:

No report.

Member Recognition:

No report.

Other:

No report.

ICEAA Central Virginia REPORT

February 25, 2017

Board of Directors:

President:	Thomas Knoll
Vice President:	Robert Watts
Treasurer:	Geoffrey Driskell
Secretary:	Brittany Staley
Membership:	Maureen Deane

Board elected September 2016

Upcoming Events:

2nd Quarterly Meeting scheduled for Wednesday, March 1, 2017 at the Tecolote Research office at noon in Dahlgren. Multiple brief topics are currently under consideration for presentation at the meeting.

A chapter social event has been discussed and is in the works.

The 3rd Quarterly Meeting is tentatively scheduled for the April/May timeframe and is TBD at this point in time. The 4th Quarterly Meeting is planned for August and we are planning on a post-2017 ICEAA Portland Workshop recap. The intent is for chapter members who were in attendance to highlight knowledge shared with chapter members who were unable to attend.

Recent Events:

The chapter recently held a local ICEAA exam on Saturday, January 28, 2017.

Member Outreach:

Based on feedback received from chapter members for such an event, the chapter hosted a social hour in 2016 but turnout was relatively low. We are planning to attempt another more successful social event for FY2017 in an effort to attract more participation.

The chapter has stressed that membership is not necessary for attendance at chapter meetings and events. We recognize that this approach may naturally lend itself to non-members eventually seeking membership. The "Membership" board position was created to oversee this very aspect of the chapter.

Member Recognition:

The chapter board has decided to make formal use of awards for use within the chapter which has previously not been the case. Chapter awards will be determined by the board and issued at the end of the chapter's term (end of FY2017).

Other:

Our chapter is small with a relatively high number of ICEAA certified members. Our geographic dispersion of members remains a challenge for encouraging maximum chapter participation.

ICEAA Greater Alabama REPORT

February 13, 2017

Board of Directors:

- President: Brian Alford
- Vice President: Vacant
- Treasurer: Stephanie Warnes
- Publicity: Don Kimminau
- Administration: Leigh Mariotti
- Membership: Rachel Daugherty
- Certification: Paul Gardner
- Government Education: Christian Smart
- Industry Education: Teresa Brown
- Past President: Eric Hawkes

Board elected: Fall 2016

Upcoming Events:

Our program year is continuing with our monthly luncheons scheduled for 20 Feb and 20 Mar and an end of the year social in May.

In late-March to April, we are planning to co-host an all-day cost estimating workshop (held annually the past several years) between the Missile Defense Agency, NASA, and our local ICEAA chapter. We are currently working on the logistics for the event and the list of presenters.

We will have a Greater Alabama Chapter board meeting in late February.

Recent Events:

The Greater Alabama Chapter held the following meetings since the last report, with speaker and title noted:

- Sept 20, 2016: Mr. Richard Webb (KAR Enterprises) gave a preview of the talk he was to present at the ICEAA Bristol workshop entitled: "Is It Worth It? The Economics of Reusable Space Transportation"
- Oct 18, 2016: Mr. Anthony Nicolella (Defense Acquisition University, Huntsville) gave a presentation entitled "Cost Risk Analysis – A Contracting Perspective"
- Nov 15, 2016: Mr. Bob Lord (Defense Acquisition University, Huntsville) gave a presentation entitled "System Engineers! Do We Really Need Them?"
- Dec 20, 2016: We held our annual holiday social and collected ~50lbs of canned goods that were donated to the Food Bank of North Alabama.
- Jan 17 2016: Mr. Joe Hidalgo (First Team Solutions) gave a presentation on the "Color of Money".

In addition to these meetings, our annual training sessions for the CCE/A exam commenced on the evening of February 7. There are additional training sessions that cover a variety topics covered in the exam plus sample problem sessions scheduled through early April to prepare for the exam scheduled on 22 Apr.

ICEAA Greater Alabama REPORT

February 13, 2017

Member Outreach:

We have no additional information to report on member outreach at this time.

Member Recognition:

We have no additional ICEAA-related outside awards to report at this time for our chapter members.

Other:

We were unable to find a VP to serve on the board for this program year but will diligently try to fill a complete board when nominations for next year's board begin in April/May of this year.

We are potentially looking to open dialogue with some other organizations' local chapters in Huntsville (e.g., INCOSE) to see if there is an interest in a joint meeting / speaker sharing in the future.

ICEAA SoCal Chapter REPORT

February 25th, 2017

Incoming 2017 -2018 Board of Directors:

President: Rich Harwin

Vice President: Tom Bosmans

Treasurer: Chris Hutchings

Secretary: Melissa Winter

Other BOD Members:

Dara Billah

Danny Polidi

David Bloom

Kurt Brunner (Board Member Emeritus)

Steve Sterk (Honorary Board Member)

Board elected effective 1 January 2017 (2 year terms)

Outgoing 2015 -2016 Board of Directors:

President: Kurt Brunner

Vice President: Quentin Redman

Treasurer: Chris Hutchings

Secretary: Melissa Winter

Other BOD Members:

Dara Billah

Tom Bosmans

Doug Howarth

Suzanne Lucas

Board elected effective 1 January 2015 (2 year terms)

Upcoming Events:

27 March, 2017 All Day Workshop at Northrup Grumman, Redondo Beach, CA

Speakers may include:

- Northrup Grumman Executive Welcome Speaker

ICEAA SoCal Chapter REPORT

February 25th, 2017

- Shu-Ping Hu– “General Degrees of Freedom” (Award winning presentation)
- Randy Jensen – “Effectiveness Formula: Key to Improved Software Development Productivity”
- David Bloom
- Kent Joris
- Wayne Lee Associates
- Kurt Brunner – “Improvement Curves: Beyond The Basics”

Recent Events:

14 December, 2016 All Day Workshop at Fort MacArthur, San Pedro, CA

54 attendees including 7 virtual

Speakers and Presentations Included:

- Keynote Address: Welcome to Fort MacArthur – John Karns & Bruce Thompson, Space and Missile Systems Center Financial Management & Comptroller Directorate
- Estimating Life Cycle Costs at the Skunk Works® – Wayne Wright, Lockheed Martin Aeronautics Company
- The Signal and the Noise in Cost Estimating – Christian Smart, Ph.D., Missile Defense Agency
- Things Change: Immediate Versus Ultimate Aiming – Doug Howarth, MEE Inc.
- NASA’s X-Plane Database and Parametric Cost Model V2.0 – Steve Sterk, NASA Armstrong Flight Research Center
- Estimation Bias: Why Can’t People Estimate? – Dan Galorath, Galorath Incorporated
- Training Session: Cost Management – Kent Joris, Northrop Grumman Technology Services

Member Outreach:

- Solicit member involvement, feedback, diversity, and inclusion.
- Personally meet, greet and get to know all members, especially new members.

New ideas:

ICEAA SoCal Chapter REPORT

February 25th, 2017

- We are going to have the next workshop on a Monday (usually always Wednesday). This has been fortunate as AIAA is having a workshop that Wednesday. Members may be less busy on Mondays.
- Paying from the Chapter funds for morning and afternoon refreshments (Companies are becoming reluctant to do so).
- Holding joint workshops with other organizations.

Planned member surveys:

- We always have a questionnaire for workshop attendees - Evaluating the presentations; Asking for feedback; Soliciting ideas, topics of interest, and suggestions; and Seeing if they are interested in presenting a briefing.
- Several volunteers to present from last workshop.
- Last workshop rated overall 4.5 on a scale of 5 (5 being the best rating). This is as good as we've done!

Member Recognition:

- Outgoing Board Members thanked.
- Choosing Steve Sterk as an honorary Board Member for his many contributions to ICEAA.

Other:

- Keeping members engaged and answering their needs is a challenge.



2017 Workshop Update

Rich Harwin
2017 Workshop Chair



Sponsors to date

Gold Sponsor:



Silver Sponsors:



Exhibitors & Item Sponsors:



Opportunities Available



- 7 standard booths remain (3 sold)
- 2 available silver sponsorships (2 sold)
- All event/meal sponsorships
- Conference bags, hotel keys
- Wifi Sponsorship:
 - Sponsor names the wifi network, sets the password, creates custom splash page
- Headshot Photo Booth
 - Attendees can schedule a time with our photographer to get a free professional head shot
 - Sponsor can distribute the images or otherwise facilitate



June 6-9, 2017



Portland Marriott Downtown Waterfront

ICEAA Attendee Rate: \$189
30% of Rooms at Government Rate



The Good: Lots going on in Portland!



- Portland Rose Festival- June 1 to 11
- Starlight Parade – June 3
- Grand Floral Parade- June 10
- Spring Rose Show – June 8-9
- Classic Car Show – June 10
- Dragon Boat Races – June 10-11
- Fleet Week – June 8-12
Port of Call courtesy visits by the U.S. Navy, U.S. Coast Guard, and Royal Canadian Navy



Most of these events will be taking place in Tom McCall waterfront park, directly across the street from our hotel!



The Bad: Lots going on in Portland!



- Our hotel is the closest to the action for the Rose Festival and Fleet Week
- Our room block rate will only get more competitive as the area hotels sell out
- You snooze, you may be staying very far away

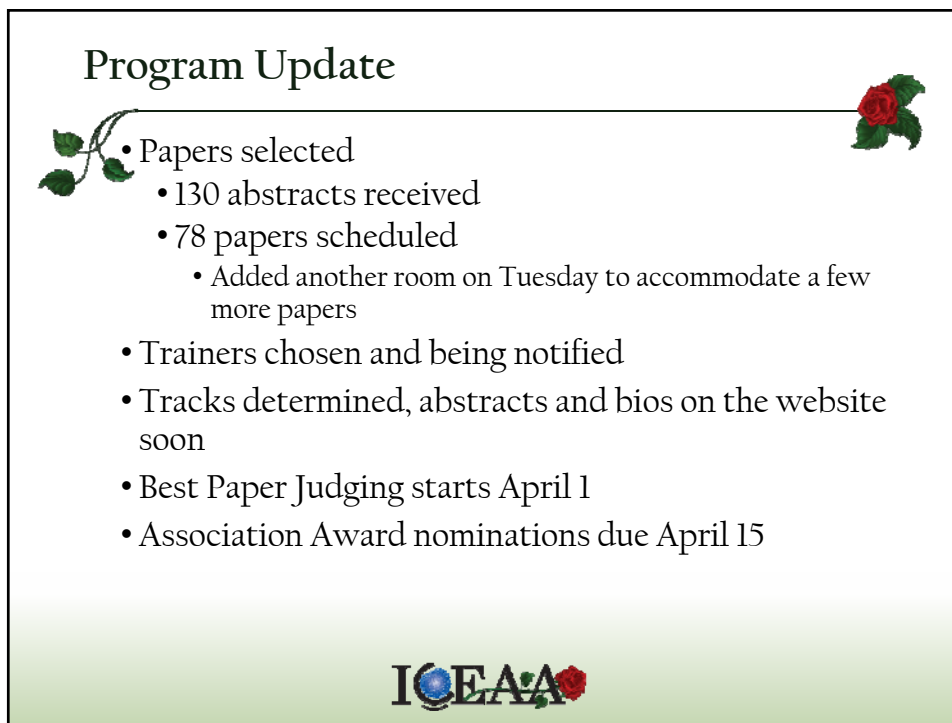
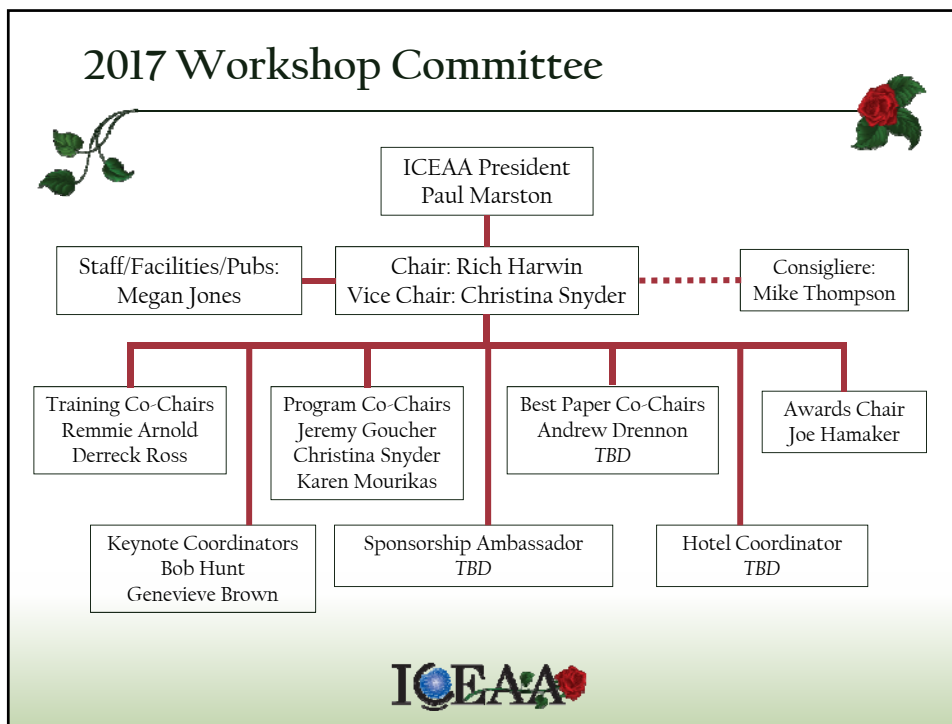
Book your hotel room now!

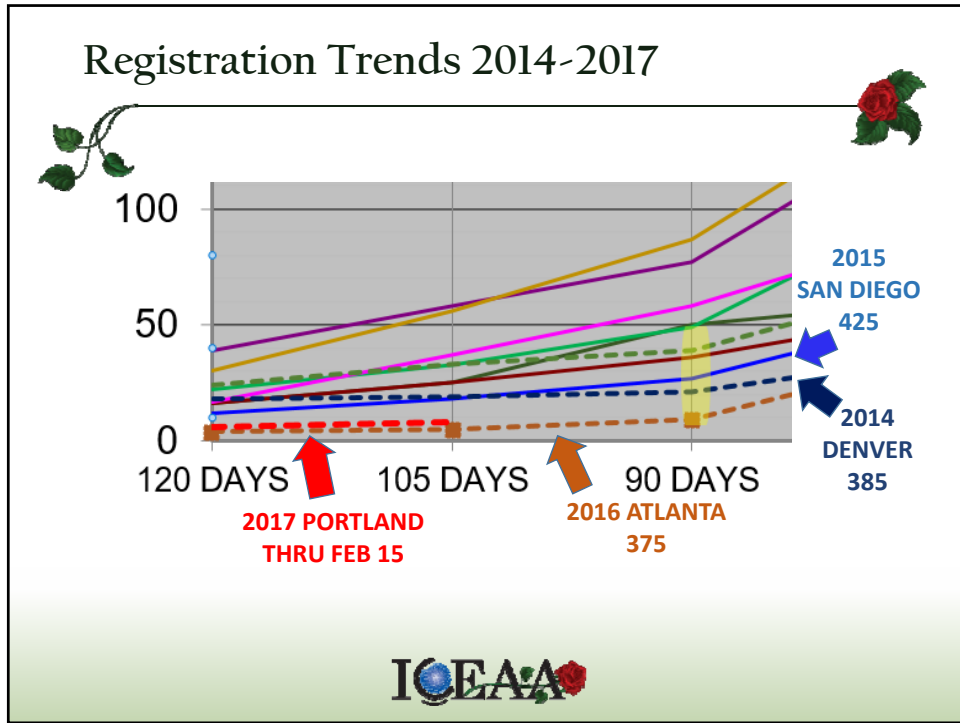
SERIOUSLY, NOW.

It's going to sell out and so will the nearby hotels

I'M NOT KIDDING BOOK NOW.







Budget Predictions (@ 400 attendees)

Awards, gifts, speaker fees	\$7,500	4 year average
IT Requirements (app)	\$1,000	3 year average
Banking Fees	\$8,500	\$20 per transaction
Security	\$0	Cutting overnight security - seems unnecessary
Host Hotel & Food Service	\$185,000	\$420/Registrant (no sales tax)
Audio Visual	\$35,000	\$5K above 3 year average
Shipping	\$3,000	Recent range around \$3K
Postage	\$500	
Staff Travel & Incidentals	\$5,000	Recent range
Onsite Contract Staff	\$0	
Printing & Marketing	\$7,500	2 year average
Total Expenses	\$253,000	
Registration Fees	\$350,000	Atlanta = \$311K
Sponsor/Exhibitor Revenue	\$50,000	Atlanta = \$50K
Total Revenue	\$400,000	
Net Total	\$147,000	Atlanta = \$136K

IOEAA

Certification Program Report

February 25, 2017

Peter Andrejev, Director of Certification



Overall Summary Statistics

- Overall certifications as of February 10, 2017:
 - CCEA® 690 (including 17 CCEA®-P) (653)
 - PCEA® 105 (150)
 - CPP 17 (34)
- Re-certifications:
 - 159 Re-certifications in 2016
- Other Countries with Certified Individuals:
 - Australia (1)
 - Belgium (1)
 - Canada (22)
 - Egypt (1)
 - UK (74)
 - Scotland (1)
 - Japan (1)
 - Saudi Arabia (1)

Certification Program since last time...

- Operational Status
 - 113 total applicants tested in 2016 (175 total tested during 2015)
 - Overall 63% of applicants taking the exam earned certification
- Tactical Actions
 - Completed our first specialty certification in Parametric Methods – designated as CCEA-P
- Strategic Agenda
 - ✓ Improve certification application screening and testing processes
 - ✓ Working with Software Committee on training and certification objectives
 - Finalizing Testable Topics / Table of Content for SCEBoK
 - Requested certification exam questions IAW training module development
 - Require messaging concurrent with training module development
 - Work with foreign nations as needed to ensure universal “pass-ability”

3

Status on Tactical Actions...

- CCEA-Parametric Methods specialty examination is complete!
 - 75 multiple choice questions in a 3-hour examination
 - 65 questions are knowledge and application-type questions – applicants must select the correct answer from four choices based on the practical application of their knowledge, e.g., “To validate a parametric cost estimating model for use as an estimating tool, one should ensure:”
 - 10 questions are work problem questions – a data set is provided from which the applicant must select the correct answer from four choices based proper interpretation and/or calculations on the data, e.g., “Given the below sample data set, what is the standard deviation of the Xs?”
 - Parametric Methods certification instructions and application are on-line
 - Recommend fee be set at \$175 (See Motion 1)
 - Need CCEA-Ps to review work products in applicants’ submissions
 - Recommend Andrejev (primary author) and Dean and Nussbaum (reviewers and beta-testers) be “grandfathered” as CCEA-P to serve as Review Committee until more CCEA-P volunteers are “trained” (See Motion 2)

4

Motion 1 – CCEA-P Fee

We need to:

- Establish the fee for the specialty certification in Parametric Methods

Discussion

- PCEA® fee is \$150 for a 60 question exam
- CCEA® fee is \$300, effectively indicating that Part II of the CCEA exam (52 questions) is also \$150
- CCEA-P exam has 75 questions, 25% more the PCEA exam and 44% more than the CCEA exam
- CCEA-P certification also requires review of the applicant's work product causing additional administrative "costs" to execute this process
- CCEA-P designation is more prestigious, also warranting "pricing" above the \$150 fee for the PCEA and CCEA
- However, since specialty certifications are "optional", we do not want to make fees cost prohibitive

Move that: "The application fee for the specialty certification in Parametric Methods is set at \$175.00."

5

Motion 2 – "Grandfathering" CCEA-P

We need to:

- Have qualified reviewers ready to assess quickly the work products applicants must submit with their Parametric Methods application

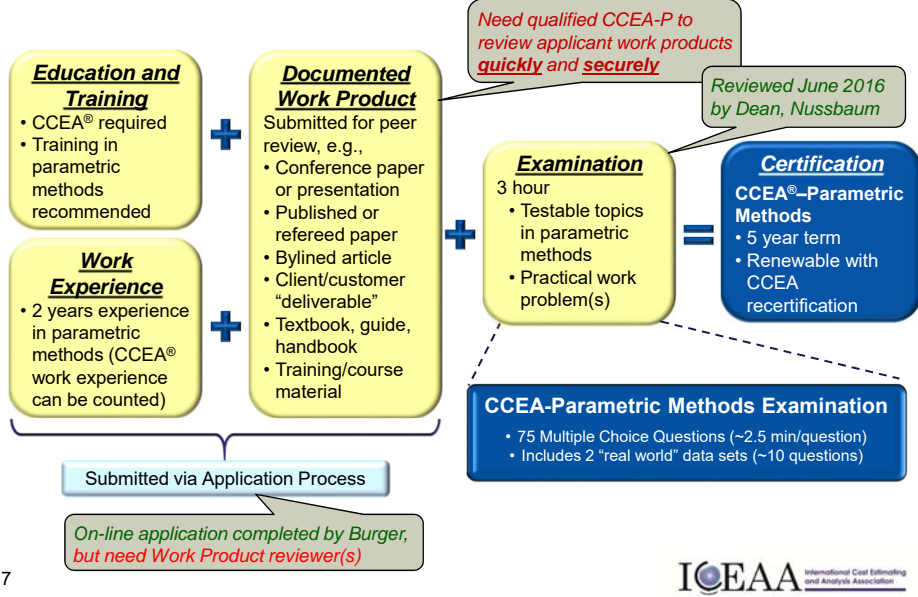
Discussion

- Work products must be protected from disclosure, reviewed and adjudicated quickly, measured against arguably subjective standards (regarding applicability to parametrics and depth of technical content)
- Andrejev, Dean and Nussbaum are best qualified to serve as reviewers having full knowledge of the scope and depth of the new CCEA-P exam
- Having Andrejev, Dean and Nussbaum as CCEA-P further encourages and reinforces other CCEA-Ps to serve as reviewers
- CCEA-P designation acknowledges Andrejev, Dean and Nussbaum contribution in creating the CCEA-P

Move that: "Andrejev, Dean and Nussbaum receive the CCEA-P designation (to correspond with their existing CCEA terms) and serve as reviewers of the work products submitted by new CCEA-P applicants."

6

Parametric Methods Specialty Certification



7

ICEAA CEBoK Update and Distribution Plan

Neil Albert (Team Lead) – NFA Consulting, LLC
Tim Anderson – Aerospace
Henry Apgar – MCR, LLC
Diane Butler – Mitre
Frank Flett (Past President) – Flett & Associates
Karen Richey – GAO
Dr. Christian Smart - MDA

25 February 2017



Task Requirements

- Update CEBoK to reflect current estimating, methodologies and techniques.
- Establish a secure and current technology approach for distribution and delivery of CEBoK



Planned Effort

Three Phased approach

- **Phase One** –
 - Review the current CEBoK -find opportunities to improve the material that exists
 - Add any new material which is relevant in today's estimating/analysis environment
 - Coordination with current Software CEBoK Update for SW Certification
 - Evaluate best approach for distributing CEBoK considering current technology availability
- **Phase Two**
 - Write an Request for Proposal to be released for bid, providing the outline, expectations, and detailed requirements we believe should be met to develop such material
 - Serve as the Source Selection Committee to review each proposal and make recommendation as to who would win the effort.
 - Identify vendor(s) for distribution/web-based publication
- **Phase Three**
 - Be the oversight team to review delivered material, evaluate its accuracy, methodology, and approach and ensure it will be a high quality effort
 - Ensure publication and web-based distribution completed



Proposed Schedule

Task Name	Duration	Start	Finish
Deliver ICEAA CEBoK for Use and Distribution	475 days	Mon 2/6/17	Fri 11/30/18
Phase 1: Review CEBoK and Prepare for RFP	162 days	Mon 2/6/17	Tue 9/19/17
Task 1a: Review the current CEBoK and find opportunities to improve the material that exists	60 days	Mon 2/6/17	Fri 4/28/17
Task 1b: Add new material that is relevant to bring it up to date	105 days	Mon 3/6/17	Fri 7/28/17
Task 1c: Recommend change of approach to presenting this material (via CD based on PowerPoint and Excel) taking into consideration today's technology.	32 days	Mon 8/7/17	Tue 9/19/17
Phase 2: Prepare and Release RFP and Award Contract.	111 days	Fri 10/13/17	Fri 3/16/18
Task 2a: Write RFP providing the outline, expectations, and detailed requirements	33 days	Fri 10/13/17	Tue 11/28/17
Task 2b: Release RFP; Receive Proposals	36 days	Mon 12/11/17	Mon 1/29/18
Task 2c: Perform Source Selection Activities; Award Contract	33 days	Wed 1/31/18	Fri 3/16/18
Task 3: Work With Contractor and ICEAA To Develop Final Deliverable	175 days	Mon 4/2/18	Fri 11/30/18
Task 3a: Be the oversight team to review the material delivered	132 days	Mon 4/2/18	Tue 10/2/18
Task 3b: Final approval of all documentation and implementation of CEBoK; distribute final product	43 days	Wed 10/3/18	Fri 11/30/18



Proposed Leads for Chapters

Chapter	Analyst	Butler	Anderson	Smart	Flett	Albert	Richey	Apgar
1 Cost Estimating Basics					X*	X	R e v i e w O n l y	
2 Cost Estimating Techniques						X		
3 Parametric Estimating								X
4 Data Collection/Normalization					X			X*
5 Inflation and Index Numbers			X					
6 Basic Data Analysis Principles			X					
7 Learning Curve			X					
8 Regression Analysis				X				
9 Cost and Schedule Risk Analysis	X			X*				
10 Probability and Statistics	X			X*				
11 Manufacturing Cost Estimating						X		X*
12 Software Cost Estimating	X*							X
13 Economic Analysis			X					
14 Contract Pricing	X				X			
15 Earned Value Management						X		
16 Cost Management	X*				X			

* Designates Primary Lead

Due to Karen Richey's efforts on the update of the GAO Cost Estimating and Assessment Handbook, she is not able to write both CEBoK and this document without conflict of interest. She will only do review of the CEBoK document.



Activities Completed

- Received CEBoK Disc from ICEAA
- Started overarching review of the Chapters
- Picked 4-5 chapters to review
- Began working on proposed areas of improvement



Near-Term Activities To Be Completed

- Look for specific Top Level concerns with the current version
- Team meeting to review top level concerns
- Establish outline of recommended changes for chapters- including adding/deleting chapters
- Review proposed software changes from current Software CEBoK Update Team
- Discuss options for deliverables and publication

