

ICEAA Board of Director's Meeting
1100 – 1300 | Friday, September 8, 2023

Zoom Virtual Conference
AGENDA
as of September 6, 2023

1. 11:00 – Introduction, Review Executive Committee Actions Christina Snyder
 - a. Determined fees to Nesma for their use of CEBoK-S during the October conference in the Netherlands.
 - b. Granted permission to the Executive Director to provide discounts of up to 20% on ICEAA products and services as necessary to increase sales/encourage purchases

2. 11:05 – Secretary's Report Arlene Minkiewicz
 - a. **Vote:** approve July 2023 minutes

3. 11:10 – Treasurer's Report Madeline Teller
 - a. **Vote:** approve September 2023 treasurers report

4. 11:15 – Professional Development Report

 - a. Certification Update – Jennifer Kirchhoffer
 - b. CEBoK-S Update – Kevin Cincotta
 - c. PCEA/CCEA Exam re-take guidelines – Kevin Cincotta
 - d. Updates to CEBoK Module 6 – Dave Brown

5. 11:45 – External For-Profit Training Using CEBoK-S Christina Snyder

6. 12:30 – Software SIG Update/Boehm Award Bob Hunt

7. 12:45 – Plan next meeting and adjourn Christina Snyder

Treasurer Report

Madeleine Teller



Balance Sheet as of September 05 2023

Investments	Balance (Jan 2022)	Balance (Apr 2022)	Balance (July 2022)	Balance (Sep 2022)	Balance (Feb 2023)	Balance (May 2023)	Balance (Sep 2023)	Mature	APY Rate
PFCU 4339703-56-5	\$ 34,194	\$ 34,232	\$ 34,258	\$ 34,312	\$ 34,586	\$ 34,789	\$ 35,065	Dec-23	2.40%
PFCU 4566018-56-2	\$ 88,367	\$ 88,487	\$ 88,569	\$ 88,691	\$ 88,885	\$ 89,600	\$ 90,915	Feb-25	4.45%
PFCU 4717076-56-8	\$ 38,369	\$ 38,411	\$ 38,464	\$ 38,623	\$ 38,836	\$ 38,993	\$ 39,229	Nov-24	4.91%
PFCU 4717077-56-6	\$ 38,893	\$ 38,936	\$ 38,990	\$ 39,151	\$ 39,366	\$ 39,526	\$ 39,765	Nov-24	4.91%
PFCU 7047946-56-6	\$ 46,433	\$ 46,501	\$ 46,548	\$ 46,619	\$ 46,712	\$ 46,781	\$ 47,026	Jul-25	4.60%
PFCU 7664998-56-9	\$ 53,053	\$ 53,121	\$ 53,201	\$ 53,322	\$ 53,482	\$ 53,670	\$ 54,483	Mar-24	4.61%
Money Market & Cash	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 510	\$ 515	n/a	
Subtotal	\$ 299,824	\$ 300,203	\$ 300,545	\$ 301,233	\$ 302,382	\$ 303,869	\$ 306,998		

	Balance (Jan 24, 2022)	Balance (Apr 26, 2022)	Balance (July 11, 2022)	Balance (Sep 19, 2022)	Balance (Feb 7, 2023)	Balance (May 8, 2023)	Balance (May 8, 2023)
Eagle Checking Balance	\$ 96,434	\$ 273,546	\$ 185,502	\$ 145,514	\$ 158,611	\$ 514,627	\$ 128,326

	Balance (Jan 2022)	Balance (Apr 26, 2022)	Balance (July 11, 2022)	Balance (Sep 19, 2022)	Balance (Feb 7, 2023)	Balance (May 8, 2023)	Balance (Sep 5, 2023)
Total Liquidity	\$ 396,258	\$ 573,749	\$ 486,047	\$ 446,747	\$ 460,994	\$ 818,496	\$ 435,324

2022 Actuals and 2023 Estimate

Activity	2022 EOY Actual	2023 Actual as of Sep 5 2023	2023 Estimate as of Sep 5 2023
2023 ICEAA Workshop	\$ 22,095	\$ 89,239	\$ 89,239
Nesma Workshop	\$ (3,667)		\$ (3,500)
UK Workshop		\$ (89)	\$ (89)
QED (paid) Webinars	\$ 175	\$ 50	\$ 200
PCEA/CCEA Certification	\$ 31,013	\$ 19,435	\$ 29,152
SCEC Certification		\$ 700	\$ 8,750
Online Exam (Mettl)	\$ (1,020)	\$ -	\$ (1,020)
CEBoK 1.2 + Videos	\$ 4,620	\$ 5,858	\$ 8,000
CEBoK-S Sales		\$ 7,591	\$ 20,825
ICEAA World & Journal	\$ (8,465)	\$ (4,561)	\$ (9,452)
Advertising	\$ 364	\$ (1,966)	\$ (4,000)
Membership: Mgt & Support	\$ 133,138	\$ 56,327	\$ 84,490
Chap Support & Outreach	\$ (6,491)	\$ 4	\$ (2,000)
Interest & Other Income	\$ 2,371	\$ 3,989	\$ 5,000
Staffing & Contractors	\$ (230,316)	\$ (132,063)	\$ (230,000)
Office Operations + IT	\$ (68,457)	\$ (67,857)	\$ (100,000)
Other (COVID Grant)	\$ -		\$ 50,000
TOTALS	\$ 57,499	\$ (23,343)	\$ (54,405)

Overall Summary Statistics

- Overall certifications as of August 31, 2023
 - CCEA® 703 (including 9 CCEA®-P) +5 since July 1, 2023
 - PCEA® 72 (including 14 CCEA Eligible) -13 since July 1, 2023
 - CPP 8 (no change)
 - SCEC 8 +1 since July 1, 2023
- Re-certifications:
 - 59 certifications have renewed in 2023
 - 82 total in 2022, 76 in 2021, 81 in 2020, 86 in 2019, 97 in 2018, 80 in 2017
- Other Countries with Certified Individuals:
 - UK - 44
 - Canada – 55
 - Australia – 5
 - Brussels – 8
 - Saudi Arabia & Egypt – 2
 - South Korea - 1

Certification Program since last time...

- Operational Status
 - 66 Exam Administered in 2023 through August 31, 2023
 - 120 in 2022
 - 156 in 2021
 - 148 in 2020
 - 215 in 2019
 - 167 in 2018
 - 164 in 2017

- Of the 66 Exams:
 - 54 Industry
 - 12 Government (US Coast Guard, Air Force, DND, NICA)

- 67 exams are scheduled

Draft pricing for CEBOOK-S External For-Profit Training

Four Five Identified Training Types

- **External For-Profit Training**

Organization A hires Org B to provide training, whether open to the public or private/internal

- **ICEAA-Provided Training**

ICEAA-organized paid events (whether chapter or international) where CEBoK-S training is provided, like the CCEA Finishing School or Training Summit

- **Chapter-Provided Training**

Chapter-organized smaller events (like webinars or lunch-and-learns) where CEBoK-S training is provided

- **Online Training**

Pre-recorded on-demand videos, like those available for CEBoK

- **Internal Group Training**

Informal study groups, internal, no money exchanged

Not Discussing Today

- **ICEAA-Provided Training**

ICEAA can determine their own pricing models for their own events as necessary, no need to discuss now

- **Chapter-Provided Training**

Will require further discussion. Most chapter events are free now, adding charges or purchase requirements will need to be well thought-out

- **Online Training**

- Plan: assess feedback from Nesma training and San Antonio training/exams before April 2024
- Record sessions similar to the CEBoK modules, edit videos summer/fall 2024
- Realistic rollout goal December 2024
- Distribute through ICEAA like CEBoK videos

- **Internal Group Training**

Informal, no money exchanged, usually private

Requirements for SCEC exam

- ~~Must be a member~~
- Must have purchased a copy of CEBoK-S
- Option to purchase CEBoK-S and SCEC as a bundle, anyone purchasing SCEC without CEBoK-S must prove purchase
- Must complete ICEAA Exam Application Process
 - Proposed idea: Trial period until EOY2024 to require no experience for applicants with a Bachelors degree, or Associates Degree + two years of experience in either general cost estimation, software cost estimation, software development or program/project management
 - *Current requirements: 2 years of relevant software cost-related experience*
 - *Proposed idea: remove option to purchase CEBoK-S modules individually*
- Must pay exam fee

External For-Profit Training Criteria

- Starting January 1, 2024 CEBoK-S trainers must be SCEC certified
- Trainers **MUST** be ICEAA members
- Develop “Approved trainer” status based on reporting of training and ensuring fees are sent to ICEAA (working out details to present to the board in fall 2023)

External For-Profit Training Proposal

Proposed fees to ICEAA

- \$595 for the CEBoK-S license per attendee (and until Dec 31, 2023 one per trainer)
 - CEBoK-S sold to trainers at member price as a discount/incentive and to ease recordkeeping for ICEAA
 - Trainees who receive CEBoK-S through the training session can show/claim they received their copy through the training
 - ICEAA can cross check vs. roster, keep track of who uses them
- \$300 per registrant for use of ICEAA IP

*exam application separately processed directly with ICEAA

**Does not include membership

Current Fees

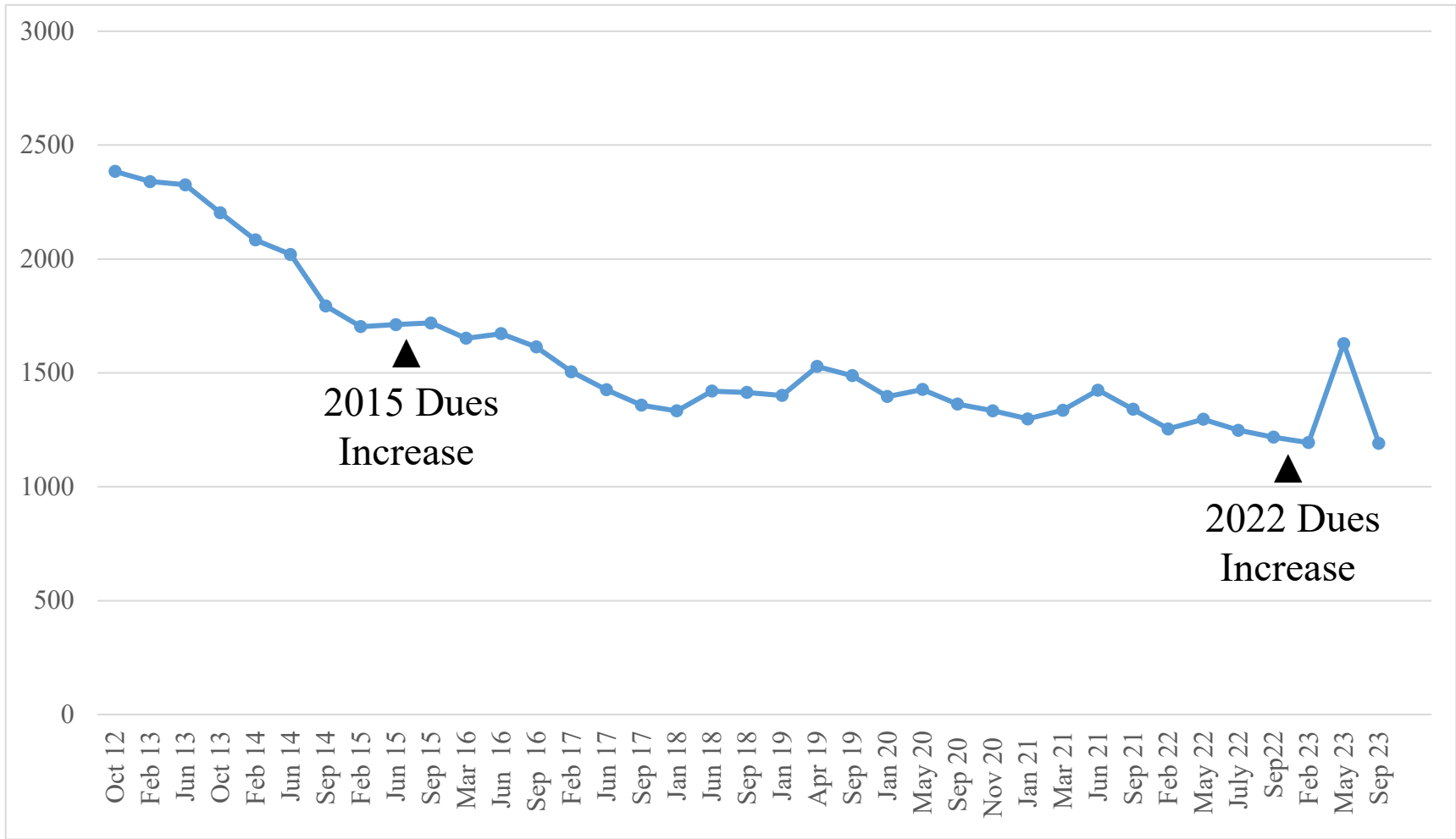
<i>Exam</i>	<i>Member Rate*</i>	<i>Non-Member Rate*</i>
CCEA Full Exam	\$300.00	\$475.00
PCEA	\$165.00	\$275.00
CCEA Part 2	\$165.00	\$250.00
SCEC	\$350.00	\$515.00
<i>Exam Re-Takes</i>		
CCEA Full Exam	\$115.00	\$115.00
PCEA	\$65.00	\$65.00
CCEA Part 2	\$75.00	\$75.00
SCEC	\$170.00	\$170.00

- CEBoK-S: \$595 members/\$745 non-members
- ICEAA Membership: \$150/year

ICEAA Membership 2019-2023

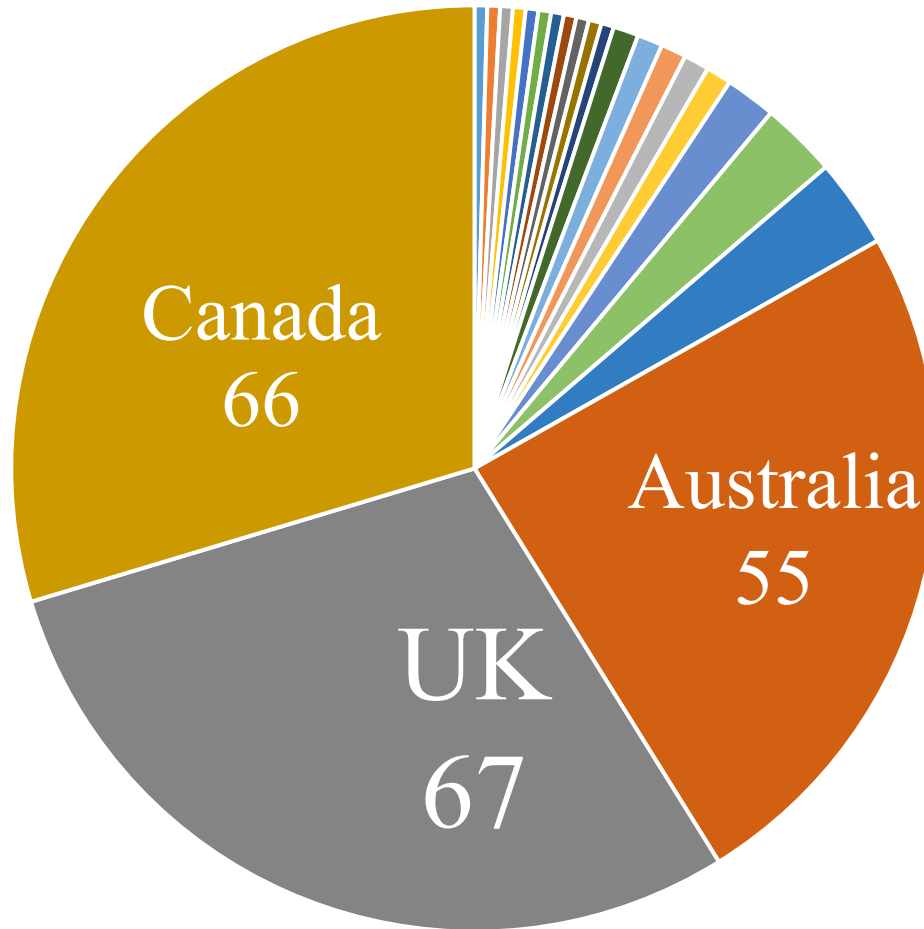
	April 19	Sep 19	Jan 20	May 20	Sep 20	Nov 20	Jan 21	Mar 21	Jun 21	Sep 21	Feb 22	May 22	July 22	Sep 22	Feb 23	May 23	Sep 23
TOTAL MEMBERSHIP	1528	1488	1398	1427	1363	1334	1298	1336	1424	1340	1254	1296	1248	1218	1194	1629	1191
Atlanta	5	4	5	7	7	9	8	10	10	8	6	7	5	5	5	10	7
Australia	60	51	45	49	45	35	35	34	40	39	41	44	44	42	43	58	56
Baltimore	20	13	13	12	15	14	15	15	16	15	16	17	18	19	16	22	12
Canada	63	80	85	87	83	95	91	86	88	82	56	71	70	70	72	107	63
Central Florida	16	21	21	22	20	16	16	18	18	18	19	21	19	21	20	29	22
Central VA	30	32	32	34	32	32	31	32	34	31	30	27	25	25	24	32	21
Dayton OH	55	44	41	50	42	41	45	47	50	48	46	47	43	43	48	59	40
DC Metro	451	476	461	480	479	468	461	470	490	442	437	443	421	406	390	536	379
Detroit	18	18	19	20	14	15	14	15	20	18	18	17	18	21	24	26	21
Greater Alabama	48	41	40	40	36	34	32	33	41	40	40	39	37	35	37	48	39
Hampton Roads VA	15	14	14	16	14	16	14	14	13	12	11	11	11	12	12	16	11
Houston	10	10	12	12	12	11	11	12	12	10	9	9	9	8	7	10	6
Lone Star TX	15	12	10	10	11	11	9	11	12	12	13	13	13	12	10	15	13
Mid-Atlantic	16	13	14	12	12	10	9	10	12	11	11	13	12	14	14	22	14
New England	95	91	85	81	84	80	74	72	73	69	49	58	56	53	51	68	46
Northwest	27	18	17	17	12	9	7	6	7	5	7	7	7	6	10	12	10
Northwest Florida	18	21	13	11	12	10	8	7	8	12	10	10	12	12	9	15	8
Pike's Peak	23	22	21	20	16	19	19	18	19	22	20	20	19	18	15	18	17
Rocky Mountan / Denver	9	7	9	8	9	12	15	20	20	23	19	20	18	17	13	22	10
San Antonio TX	4	4	4	5	5	5	6	6	7	6	6	5	3	2	4	6	6
San Diego	40	37	35	35	37	39	39	37	44	44	36	35	31	27	24	41	23
So Cal	117	102	88	93	95	94	94	108	117	115	101	107	101	98	86	118	91
St. Louis Gateway	22	14	14	14	13	14	13	12	12	12	10	9	8	11	10	12	10
Twin Cities	6	6	6	6	6	5	6	6	7	6	6	6	6	5	5	6	2
No Chapter/Other Int'l	345	336	293	286	251	239	225	236	252	238	235	238	240	235	244	320	263

State of the Association: Membership Trends 2012-2023



State of the Association: International Membership

66	Canada
67	UK
55	Australia
7	Netherlands
6	Germany
4	Japan
2	Belgium
2	China
2	France
2	Korea
2	Malaysia



1	Argentina
1	Congo
1	Congo
1	India
1	Kenya
1	Kuwait
1	Luxembourg
1	Oman
1	Pakistan
1	Saudi Arabia
1	Sri Lanka
1	Turkey

Government Employees (*estimated*)

	Jan 2021	Mar 2021	Jun 2021	Sep 2021	Dec 2021	Feb 2022	May 2022	July 2022	Sep 2022	Feb 2023	May 2023	Sep 2023
DoD et al	16	22	18	21	23	20	24	16	16	11	24	14
Air Force	76	78	89	87	82	81	80	71	70	69	99	64
Navy	19	20	22	21	22	21	21	19	19	20	27	14
Army	11	10	10	10	9	10	10	12	11	12	14	13
Coast Guard	1	1	2	1	2	3	4	4	4	3	3	3
NASA	18	20	22	21	19	19	22	20	16	18	22	18
MDA	5	6	9	10	8	8	8	9	9	7	10	5
State/Local	1	1	1	1	1	1	1	1		1	1	0
DHS	13	19	21	20	17	17	17	17	17	18	17	10
DOE								13	15	15	17	13
FAA									8	8	8	6
Misc Civil	14	14	11	13	12	12	17	18	11	10	10	9

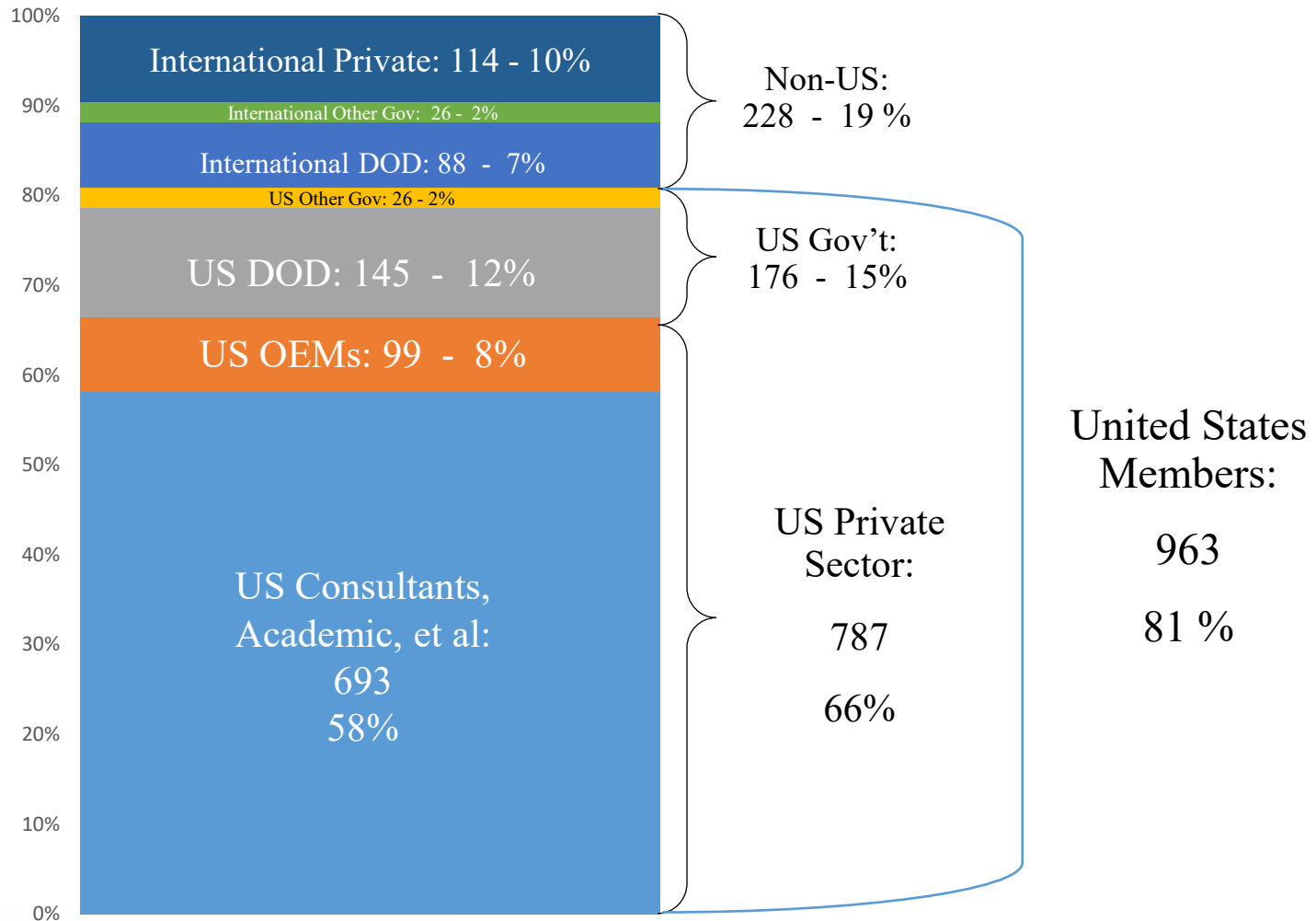
Total
US Government
Employees (est.) 176

Total Membership
as of 9/5 1191

Percentage of
Membership: 14.7%

Jan18	25%	Mar21	14.4%
May18	23%	Jun21	14.5%
Sep18	25%	Sep21	15.4%
Feb19	24%	Dec21	14.9%
Apr19	15%	Feb22	15.4%
Sep19	15%	May22	15.8%
Jan20	16%	July22	16.1%
May20	16%	Sep22	16.3%
Sep20	15%	Feb23	15.9%
Nov20	14.5%	May23	15.4%
Jan21	13.6%	Sep23	14.7%

Membership Composition



ICEAA Region 4 Report

31 August 2023

Board of Directors:

	Dayton	Detroit	Twin Cities	St. Louis
President:	Candice Honious	Jessica Tucker	Les Flugum	Steven Glogoza
Vice President:		Patrick McCarthy		
Treasurer:				
Secretary:				
Other BOD Members				

Upcoming Events:

- Dayton
- Detroit
- Twin Cities
- St. Louis

September 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6 CEBoK Training	7 Region 4 Director Meet	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Recent Events:

- Region 4 Director Meet & Greet with Dayton on 28 August
- Meet and Greet with St. Louis is delayed until October
- I have not reached out to the new Detroit chapter president yet, but have engaged with the Vice President

Member Outreach:

- Dayton
 - Volunteering activity 2x per year
 - President's goal is more attendance at the workshop

ICEAA Region 4 Report

31 August 2023

- I will be giving a presentation on the benefits of attending the workshop in the coming month
- Socialized the upcoming All-Member meeting and invited her to bring some of the non-members who still work in cost estimating to see the benefits of membership

Member Recognition:

- N/A

Other: