

**CSI MIDDLE ATLANTIC REGION
BOARD OF DIRECTORS JANUARY 2022 TELECONFERENCE
January 10, 2022**

CALL TO ORDER

President: Thomas Feulner, CSI called the meeting to order at approximately 12:05 p.m.

IN ATTENDANCE

Executive Board:

President: Thomas Feulner, CSI
Second Vice President: Katherine Good, CSI
Secretary: Stephen Weisensale, CSI
Institute Director from Middle Atlantic Region: LeeAnn Slattery, FCSI

Board of Directors (Chapter Presidents/Designees):

Baltimore: Katherine Good, CSI
Blue Ridge: Tray Rowe, CSI
Central Pennsylvania: Richard Forsberg, CSI
Greater Lehigh Valley: Kevin Grega, CSI
Northern Virginia: David Lorenzini, CSI
Philadelphia: Cory Robbins, CSI
Pittsburgh: Brian Trimble, CSI
Richmond: Candice Owens, CSI

Committee Chairs:

Academic Programs: Kevin Grega, CSI
Awards: Katie Bicksler, CSI
Certification: Winnie Sung, CSI
Conference Oversight: David Lorenzini, CSI
Financial: Ray Gaines, FCSI
Membership: Sharon Clark, CSI
Nominations: Gail Nagie, CSI
Planning: Barbara Shaffer, CSI
Tellers: Robert Loftin, CSI

EXCUSED

First Vice President: Robert Vaughn, CSI
Treasurer: Dan Cudney, CSI
Central Virginia: Ray Gains, FCSI
Education: Mitch Miller, FCSI
Electronic Communication: Katherine Good, CSI

ABSENT

District of Columbia Metropolitan: Jill Amacker, CSI
Erie Northwestern PA: Marshall Fryer, CSI
Northcentral Pennsylvania: Patricia Russell, CSI
Tidewater: Richard Corner, CSI

QUORUM

A quorum was present for the meeting.

ADDITIONS TO AGENDA: None

PRESIDENT'S REPORT

Thomas Feulner provided the following report.

- Before the holidays, he met virtually with Liz Icenogle and Gregg Jones of the Great Lakes Region to discuss West Virginia's place among regions and chapters. WVA has no chapter and only 3 members, so it was decided to divide the state between the two regions. The western half remaining in Great Lakes and assigned to the Columbus, OH chapter and the Eastern half to the Middle Atlantic. This area will be shared between Northern VA, Central VA, and Blue Ridge. Also, Liz and Tom discussed Tidewater and Richmond where minor tweaks were discussed.
- Carry over from January: Region Excom needs each chapter's slate of officers and committee chairs. The Executive Committee and Committee Chairs use this information to contact your chapter's staff and committee chairs.
- CSI National Convention to be held in Nashville, TN on September 22-24, 2021 at the Grand Hyatt Hotel. Registration is open. The Institute has solicited for education seminars. Keynotes have been announced. Member cost is \$575.00 (early bird) for the event. Wednesday leadership seminar is \$175.00. Hotel rooms are \$210.00 per night. Early Bird Pricing ends on 07/16.
- Revisions made to originally proposed chapter maps, updates have been posted. Final maps due to be released 02/11/22, following latest round of comments.

FIRST VICE PRESIDENT'S REPORT

Robert Vaughn had no report.

SECOND VICE PRESIDENT'S REPORT

Katherine Good reported the following:

- Noted Greater Lehigh Valley and Central PA will offer classes this spring as well.
- Requested registration info for online courses so she can post to Region website.

SECRETARY'S REPORT

Stephen Weisensale reported the following:

- December 2021 minutes approved.

TREASURER'S REPORT

Dan Cudney provided his monthly report via e-mail (attached).

IMMEDIATE PAST PRESIDENT'S REPORT

Gail Nagie had no report.

INSTITUTE DIRECTOR'S REPORT

LeeAnn Slattery reported the following:

- Noted Northeast Region will offer on-line classes for Institute members only, this spring.
- CSI National convention listed for October 13-14 in Denver at Hyatt, no currently listed as "Construct".

COMMITTEE REPORTS

Academic Programs

Kevin Grega had no report.

Awards

Katie Bicksler reported the following (see also attached report):

- Developing awards schedule, more info at next meeting.
- Needs more award entries, has two so far. Submission deadline is 01/31/22.
- Tom F. has located the awards "suitcase" will deliver to Katie.

Certification

Winnie Sung submitted her report via e-mail (attached).

Conference Oversight

David Lorenzini provided the following report:

- Too late to schedule a 2022 Region Conference, may have smaller meeting (in-person BOD) in August.
- Looking forward to 2023: Discussed possible bi-region conference in Northeast (Jersey City, NJ). NE Region provided a detailed presentation on conference dates, preliminary agenda, location and access to hotel from NYC. MAR will establish a committee to study the event in depth and report back to Board.
- If bi-region conference is approved, the next MARC will be hosted by Richmond in 2024, and Central PA in 2025.

Education

Mitch Miller had no report.

Electronic Communications

Katherine Good reported the following:

- Has several items to post to website.
- See also, 2nd VP report regarding certification classes.
- Would like to assist with any social media needs for Region and chapter events.

Financial:

Ray Gaines reported the following:

- Beginning with 2022-23 FY committee chairs will need to request to have events/costs included in Region budget.

Membership

Sharon Clark reported the following:

- Updating membership data based on most recent information.
- Working on developing Region social media information.

Nominations:

Gail Nagie reported the following:

- Next Region/chapter election will be next year.
- LeeAnn Slattery reported that as she will have been a region director for four years at the close of her current term, she wishes to see someone else run for the position. A description of the position is listed on the Institute website.

Planning

Barbe Shaffer had the following report:

- Has reached out to Heritage Hills regarding possible Friday-Saturday dates in mid to late August. Will report back in February.

Tellers

Robert Loftin had no new report.

- See nominations report above.

CONFERENCE REPORTS

Possible fall 2022 Board Meeting

See Planning report above.

Richmond 2024

Considering a state-wide conference with Richmond, Tidewater, Blue Ridge and Charlottesville

chapters in 2023. No detailed planning yet for 2024 Region, but looking into hotels.

Central Pennsylvania 2025

No new report.

CHAPTER REPORTS:

- Baltimore: Developing exam study as a way to keep members engaged, but attracting interest is difficult.
- Blue Ridge: Awaiting chapter map resolution before planning events.
- Central PA: Have revised meeting plans, remaining virtual.
- Central VA: Monthly chapter meeting scheduled for 01/11, 4:00 pm.
- DC Metro: No report.
- Erie Northwest PA: No report.
- Greater Lehigh Valley: Next event will be in person on 01/19 featuring PA construction code updates with AIA. CDT study program in Feb
- Northcentral PA: No report.
- Northern VA: 30th anniversary event scheduled for delayed due to Covid, likely in summer or fall.
- Philadelphia: Three "grill series" planned for late winter/spring on merits of various construction types. Charity beer tasting in spring.
- Pittsburgh: Holiday party held in person 12/14, Education/CDT program in January/February via Zoom. Hoping to offer tour programs in spring.
- Richmond: Holiday party was in person 12/15, good attendance. Looking into reviving L&L programs in spring.
- Tidewater: No report.

OLD BUSINESS:

- Need to finalize 2021 awards presentation/distribution (carry over).

NEW BUSINESS:

- None.

ACTION ITEMS

- Region award submittals due 01/31/2022.
- Barbe S. to verify possible Heritage Hills regarding August dates 08/19-20/2022.
- Tom F. establish a small committee to look into bi-region conference in 2023.
- Tom F. deliver awards suitcase to Katie B.
- Region Director position will be opening up, need candidates.
- Katherine G. to post items to website.
- Certification chairs – provide class sign up info to Katherine G.

NEXT SCHEDULED BOARD MEETING

Upcoming scheduled teleconference of the CSI Middle Atlantic Region Board of Directors will be as follows:

February 2022	Monday, 02/14 @ 12:00 Noon
March 2022	Monday, 03/14 @ 12:00 Noon
April 2022	Monday, 04/11 @ 12:00 Noon

Middle Atlantic Conference - TBD

ADJOURNMENT

There being no further business, the meeting adjourned at approximately 1:00 p.m.

Respectfully submitted,

Stephen Weisensale AIA, CSI, CDT, CCS, CCCA
Secretary, CSI Middle Atlantic Region

Distribution on January 05, 2022 via email to all attendees and those absent, including:

- CSI-MAR Executive Committee
- CSI-MAR Immediate Past President
- Institute Director from the MAR
- CSI-MAR Board of Directors/Alternates
- CSI-MAR Committee Chairmen

DATE: January 12, 2022

TO: Middle Atlantic CSI Chapter Awards Chairs and Presidents

FROM: Katie Bicksler, CSI
CSI Middle Atlantic Region Awards Committee Chair

RE: FY 2021 CSI Middle Atlantic Region Awards

CSI-MAR Chairs and Presidents:

If you haven't already, now is the time to begin to identify and to nominate these deserving members for region awards. Here are the Middle Atlantic Region award categories, related to purposes of the Region or the Institute:

- **Communication Awards** presented to an individual, Team, Chapter, firm or organization for periodicals, non-periodicals, and electronic format.
- **Technical Awards** presented to an individual, Team, Chapter, firm or organization that has made a significant contribution to the Technical activities of the Region or the Institute.
- **Education Awards** presented to an individual, Team, Chapter, firm or organization that has made a significant contribution to the Region and the Institute in the field of education in areas related to the purposes of the Institute or a significant contribution to the educational programs of the Institute.
- **Organizational Certificate of Merit** for firm or organization for distinguished accomplishments which have promoted the objectives of the Region and the Institute.
- **Rising Star Award** presented to CSI Region members in their first five years of professional work in any construction related field who have made significant and demonstrable contributions to CSI and/or the AEC industry and show promise of future leadership.
- **George C. Neuhausel Memorial Award** is the Region's third highest award presented to CSI members in good standing who have had fifteen or more years of continuous service to the Institute, and through their activities, exemplified the loyalty, dedication, and enthusiasm for the Construction Specifications Institute which George C. Neuhausel exhibited during his career in the construction industry.
- **Robert P. Brosseau Memorial Award** is the Region's second highest award presented to CSI Region members who have, through their activities, exemplified the dedication and enthusiasm for the Construction Specifications Institute which Robert P. Brosseau exhibited during his career in the construction industry.
- **Distinguished Service Award** is the Region's highest award presented to an individual who has rendered distinguished services to the Region in the advancement of its objectives or in its administration.

Details about requirements for each award, and forms for awards nominations may be found in Chapter 6 of the CSI Middle Atlantic Region Administrative Guide.

Submission of Awards: Get your favorite awards candidates nominated before the deadline.

- **Deadline:** **January 31, 2022**
- **Email Nominations** to: kbicksler@crsreps.com
- Awards may also be mailed with a postmark date no later than **January 31, 2022** to:

Katie Bicksler
6 White Oak Ct.
Boiling Springs, PA 17007

Thank you!

A handwritten signature in black ink that reads "Katie Bicksler". The signature is written in a cursive, flowing style.

Katie Bicksler
Commercial Roofing Solutions

cc:

Thomas Feulner, CSI, CCS, CCCA, CDT, AIA, NCARB, MAR President

Certification Report – Jan 10,2022

Winnie Ma Sung

Certifications Pass list:

No Fall Pass List Available Online

CSI Exam Prep Offerings:

MIDDLE ATLANTIC REGION:

Central Pennsylvania Chapter (*Camp Hill, PA*)

Virtual: CDT, Instructor-led, open to all

GREAT LAKES REGION: Columbus Chapter & Metro Detroit – Virtual, Hybrid

GULF STATES REGION: **No Offerings Available**

NORTHEAST REGION: **No Offerings Available**

NORTHWEST REGION: Portland Chapter - Virtual

NORTH CENTRAL REGION: **No Offerings Available**

SOUTH CENTRAL REGION: Dallas Chapter – Virtual

SOUTHEAST REGION: **No Offerings Available**

SOUTHWEST REGION: Pikes Peak Chapter Colorado Springs – Virtual

WEST REGION EXAM PREP:

East Bay-Oakland Chapter

Virtual: CDT, CCS

Instructor-led, open to all

[Learn More](#)

Honolulu Chapter

Virtual: CDT, CCS

Instructor-led, open to all

[Learn More](#)

Los Angeles Chapter

Virtual: CDT, CCS

Instructor-led, open to all

[Learn More](#)

Orange County Chapter

Virtual: CDT, CCS

Instructor-led, open to all

[Learn More](#)

Reno Chapter

Virtual: CDT, CCS

Instructor-led, open to all

[Learn More](#)

San Diego Chapter

Virtual: CDT, CCS

Instructor-led, open to all

[Learn More](#)

Fresno Chapter

Virtual: CDT, CCS

Instructor-led, open to all

[Learn More](#)

Inland Empire Chapter

Virtual: CDT, CCS

Instructor-led, open to all

[Learn More](#)

Monterey Bay Chapter

Virtual: CDT, CCS

Instructor-led, open to all

[Learn More](#)

Redwood Empire Chapter

Virtual: CDT, CCS

Instructor-led, open to all

[Learn More](#)

Sacramento Chapter

Virtual: CDT, CCS

Instructor-led, open to all

[Learn More](#)

San Francisco Chapter

Virtual: CDT, CCS

Instructor-led, open to all

[Learn More](#)

CCPR, CCS & CCCA Exam Application Requirements:

If you are not a CDT: a minimum of five (5) years of industry experience is required, plus two (2) letters from industry references to verify your years of experience.

If you are already a CDT®: a minimum of two (2) years of industry experience is required and no references or letters are required.

Exam Cycle

(CDT®, CCS, CCCA, CCPR)

Exam Window: May 2- June 8, 2022

Registration: Closes May 20, 2022

Exam Window: May 2 - June 8, 2022

	Dates	Member	Non-Member
Early Registration (CCPR only)	10/27 - 3/9	\$375	\$625
Early Registration (CDT, CCCA, & CCS)	2/1 - 3/9	\$375	\$625
Standard Registration	3/10 - 5/4	\$460	\$795
Final Registration	5/5 - 5/20	\$545	\$935
Student (CDT only)	All dates	\$165	
Exam Window	5/2/2022 - 6/8/2022		

Registration cost does not include prep materials, courses, practice guides, or the AIA A-201 or EJCDC C-700 exam source materials, which may be purchased separately.

For bulk rate pricing and registration, please contact Themica McBee, Membership Manager at tmcbee@csinet.org

Go to csiresources.org to download a handbook and Source Materials.

CSI DOCUMENTS

- [Construction Product Representation Practice Guide](#) (2nd edition)
- [Construction Contract Administration Practice Guide](#) (2nd edition)
- [Construction Specifications Practice Guide](#) (2nd edition)
- [Project Delivery Practice Guide](#) (3rd edition)
- [MasterFormat](#)
- [UniFormat](#)
- [SectionFormat/PageFormat](#)

CONDITIONS OF THE CONTRACT

- [AIA Document A201](#); or
- [EJCDC C-700](#)

Two (2) testing options:

1. In-person at Prometric testing center.

Required to bring your own mask and wear it during the exam. Testing center hours and appointments vary by region with reduced occupancy to assure safe social distancing within the exam seating.

2. Remote Proctored Testing (RPT). Secure, virtual, online monitored exam from your Continuing Education Learning Units (LUs):

[Link to remote technical preparation](#)

Preparing for your remote exam A. Minimum Technology Requirements (must confirm prior to exam day):

- Windows 7 or MacOS 10.13 or higher
- Current version of Google Chrome
- 0.5 mbps internet connection • Disconnected from a docking station, plugged directly into a power source
- Contain or be connected to a moveable web-camera
- Only one monitor is allowed. Computers with additional monitors must be configured in advance to support only one.
- Ensure you are on the same computer and in the same location for the exam, where you performed the first system check.
- A mirror – If using a web-camera built into your laptop, the mirror will be used as part of the security check

CERTIFICATIONS RENEWAL:

The Construction Documents Technology (CDT®) designation is a certification, not just a certificate!

	Spring/Summer	Fall/Winter	Rate
Recertification Windows	Mar 1 – June 30, 2021	Sept 1, 2021 – Jan 15, 2022	\$140
Reinstatement Windows	July 1 – Aug 15, 2021	Jan 16, 2022 – Feb 15, 2022	\$185

To maintain your certifications:

- At least 24 Learning Units (LUs) within the three years leading up to your expiration date.
- Log your qualifying 24 Learning Units (LUs) into your CSI account
- Click the "Recertify/Reinstate" button
- Pay the recertification fee
- Applications take 5-7 days

Continuing Education Learning Units (LUs):

- 100% of Learning Units (LUs) must pertain to the AECO industry and
 - a minimum of 50% must pertain to the body of knowledge related to each CSI credential.
- 0.25 is the minimum Learning Unit (LU) accepted.
- LUs must be both earned and submitted during the 3-year recertification cycle.
- Maintaining more than one CSI certification?
- A total of 24 Learning Units (LUs) are required for each certification.
- A maximum of 12 LUs (50%) may overlap; however, content must be relevant to each specific certification.
- **To claim credit toward 2 credentials, simply check the box for both credentials when selecting "Certification Type" upon submission.**
- If you have questions, contact certification@csinet.org