Consultants Practice Specialty Conference Call Minutes: September 7, 2012

Pam Walaski moderated the phone conference. Also attending were Carol Keyes, Neil Feldscher, Paul Longville, Brian Hitt, Rich Moscato, Dhruti Thaker and Greg Lauf.

Review of August 3, 2012 Minutes

Approved by Rich Moscato, seconded by Carol Keyes.

The Advisor

Pam explained that articles submitted need not be authored by the submitting member. If you see something that you feel would be of importance to all, submit it and the Society staff can assist with obtaining approval from the author. Also offered was a drawing from the Body of Knowledge (BOK).

- Next deadline is November.
- Everyone asked to think hard and pitch in where possible. The bulk of the load is borne by one person, and it is a very hard job.

Website

- Carol noted that the Hot Topics section has been reduced to 5 topics.
- Pam noted that we are striving to have a stronger relationship/link between the Consultants Practice Specialty (CPS) website and the BOK website (see additional notes under Body of Knowledge section).

Directory

- Not all details are available yet for pricing and kickoff rates, although Pam noted that there will be favorable pricing for CPS members.
- Pam, Jeff Camplin (vice president of the Council on Practices and Standards) and Directory Task Force members held a conference call in August to develop a strategy for getting the project moving again. At this point, we are waiting for Jeff to get back to the Task Force following his internal meetings with Society staff.
- Next updates to the Beta site are to be posted on 9/27/2012.

Membership

- Membership Chair Rich Moscato updated his plan.
- Has 3 committee members – Rich, Brian Hitt and Cindy Straka.
- Pulling together former Professional Development Conference (PDC) speakers.
- Will provide quarterly updates on membership levels.

Webinar Ideas

- Currently, no practice specialty has a sponsored webinar on the calendar. Krista has asked the practice specialties to contribute ideas. CPS had three last year. If anyone has any topic ideas or wants to hold a webinar, contact Pam.
**Body of Knowledge**

- Greg Lauf provided an update. BOK has 3 stages: 1) Log In and Registration, 2) Feedback and Outreach and 3) Contributions.
- The BOK is targeting participation rates at 100%, 50% and 10% for each of the respective stages.
- Looking for newer things to be posted, such as PowerPoint presentations and reference materials on being a consultant.

**Whitepaper**

- Further discussion ensued on the idea of publishing something like a “Guide to Becoming a Consultant” and/or showing how consultant services add to your client’s bottom line. We could pull from previously published articles and PDC proceedings by members and ask them to refresh, rather than start from scratch. This was seen as a less time-intensive endeavor, more doable and of interest to members.
- A committee of Brian Hitt, Pam Walaski and Carol Robinson was created to explore the above-noted option.

**PDC Planning**

- Brian Hitt noted that the CPS roundtable at Safety 2012 in Denver, CO, was very favorably reviewed.
- The topic for Safety 2013 in Las Vegas, NV, is due by October 1.
- Based on the solid attendance and interest of the Denver roundtable, agreement was reached to use the same topic for Las Vegas.
- Carol Keyes will come up with a new title and a brief summary for Pam to submit. The draft will be circulated to the Advisory Committee for comment.

**Legal Services Branch**

- Pam provided an overview of the current status of the Legal Services Branch, including the fact that the existing Chair has resigned. A new Chair will fill the appointment for the balance of this program year (June 30, 2013) and will be appointed by Pam.
- The ultimate goal for a Branch is to grow into a practice specialty when it reaches 300 members and provides some deliverable benefits. The membership goal is to be reached within 3 years of forming. For Legal Services, that will be next June. At this time, Legal Services is at ~170. The possibility of going on probation exists if the membership quota is not reached.
- Pam provided background information on the two candidates (Neil Feldscher and Walter Chun) who have indicated interest in the Chair position. The appointment is due to be finalized by September 11. More details will be available on the next call.

**Next Call**

Friday, October 5, 3:00-4:00 pm (EST)

If this time conflicts with your attendance at the Society Leadership Conference, please let Pam know so that she may considered changing the timeframe.