

BJCP Staff Meeting Minutes

Meeting Date: June 11, 2015

Location: National Homebrewers Conference, San Diego, California



ATTENDANCE

Present: Gordon Strong, Phil Farrell, Al Boyce, Sandy Cockerham, Travis Hammond, Steve Piatz, Jim Wilson, Brian Eichhorn, Agatha Feltus, Don Blake, Gail Milburn, Randy Scorby, Steve Antoch, James Golovich, Bruce Buerger, Ted Hausotter, Joe Formanek

Absent: Ryan Thomas, Ali Kocho-Williams, Dave Houseman, Tom Cannon, Scott Bickham, Mike Lentz, Brian Joas, Bill Bopp, Andy Hejl, Frank Barickman, Jim Koebel, Josh Weikert, David Teckam, Mike Dixon, Jeff Sanders

DISCUSSION TOPICS AND OPEN QUESTIONS

1. Prior to the meeting, the board members approved Bruce Buerger as Assistant CEP Director to work on advanced judge training and the cider exam. Vote was 5-0.
2. Exam Program
 - a. Steve Piatz made an appeal to all to continue recruiting exam graders.
 - b. Steve Piatz also stated that a proposal may be coming forth from the Exam Directorate to modify the way exams are currently graded. Details will be forthcoming, but the basic idea is to handle an exam set with a single grader and an Exam Director review. Existing Associate Directors would likely become Exam Directors.
 - c. Suggestion was provided for a program for experienced graders to coach new graders through their first few exam sets.
 - d. A question was asked regarding the current system for tracking and checking where exams are in the process and actions taken when exam sets exceed deadlines.
 - i. James Golovich said he can build a work flow system to notify the Exam Directors when exam grading moves from one stage to the next. More automated tracking could occur on the server. Could use more shared space other than dropbox. Reminders could be automated.
 - e. Steve Piatz indicated that the Mead Exam is moving toward an Online Entrance Exam followed by a 6 Mead Tasting Exam. Goal is to have this in place by November.
 - i. A question was asked as to how we arrived at 6 Meads being required for this exam and whether that placed a significant burden on Mead Exam Administrators.

- f. Steve Piatz indicated that there would be a transition period for the Beer Online Entrance Exam when examinees can choose to be tested on the 2008 or 2015 Guidelines.
 - g. Steve Piatz also indicated that clarification would be forthcoming regarding which 2015 Beer Styles would be included on the exams and which would not. The implementation could be done in phases, with new styles added later. Steve provided a forward-looking statement that was placed on the web site in mid-July.
 - h. Don Blake asked how many eligible graders do we have and how many are active graders? How do we recruit more graders?
 - i. Steve Piatz said that an Online Training Program for exam graders is being prepared consisting of videos and live/interactive online training sessions.
 - j. An idea was presented to provide pins for exam graders to incentivize participation.
 - i. Discussion centered around the appropriate number of exam sets one must grade to earn a pin. The exam directorate will decide. 50 exams, perhaps?
 - ii. Travis Hammond requested that completion of a Grader Training course or Continuing Grader Training/Education would be a requirement for earning a Grader pin.
 - iii. Al Boyce volunteered to work on a pin design.
 - k. A staff member suggested that the AHA may have periods around their events where they are not as responsive to requests for exams to be scanned.
 - l. A staff member requested that we post more examples of scoresheets that were scored in the various point ranges (Apprentice, Recognized, Certified, National, Master). We may be able to have an interface to find these based on scanned exams and scores in the database.
3. The topic of "Whether or not it is the BJCP's responsibility to teach people to be better beer judges, or if we are simply a certifying organization".
 - a. A question was asked as to whether or not our members would value specific improvement feedback to help them grow as judges.
 - b. There are 2 versions of the RTP being used currently. One with free-form area for graders to provide feedback, and one without.
 4. Gordon Strong mentioned that the idea of Assistant Regional Representative was discussed amongst the Regional Representatives present at NHC, and that a job description and proposed areas for Assistant Regional Representatives would be forthcoming.
 5. Gordon Strong asked if the Board members and Staff present felt that meeting was valuable.
 - a. Quarterly phone calls and annual in-person meetings (NHC or GABF) were proposed.

ACTION ITEMS/NEEDS

#	Responsible	Action	Target Date
1	G. Strong	Prepare agenda and schedule a Staff Meeting/Conference Call for the Fall.	October 1
2	S. Piatz	Evaluate streamlined staffing and process for exam grading.	January 1
3	J. Golovich	Develop plan for exam work flow system.	December 1
4	S. Piatz	Online mead exam implementation	November 1
5	S. Piatz	Provide forward-looking statement on support of 2015 guidelines on exams.	mid-July (Complete)
6	Exam Directorate	Establish requirements to earn a grader pin (number of exams graded)	January 1
7	A. Boyce	Create design for Grader Pin	December 1
8	IT Directorate	Investigate scoresheet example system using scanned exams and actual scores	January 1

AGENDA ITEMS FOR NEXT STAFF MEETING/CONFERENCE CALL

Staff Meeting/Conference Call with online desktop share to be scheduled (via online poll) for a weekend morning in the Fall.

1. Review opportunities for improvement and prioritize improvements
2. Discuss appropriate leaders for improvements and next steps on top priority issues
3. Develop action items and define roles and responsibilities
4. Discuss how to best work together as a Staff to get things done