A YEAR OF DISASTERS AND SUCCESSES

During 2004, record-setting disasters made a mark on our minds. Florida endured three hurricanes within weeks and other states felt the impact on life and property as well. In total, the hurricane season in the U.S. had to have set some new records.

Just before the close of the year, the world saw one of the most devastating natural events ever, the earthquake-initiated tsunami in Asia and India that rippled around the globe in many ways. Walls of water estimated to be as high as 60 feet struck coastal areas and in moments wiped out entire communities. People, houses, buildings, and some railroads simply disappeared. The death toll quickly exceeded 100,000. At press time, the AFP reports the death toll at roughly 164,000.

Such events will remain in our minds. For many engaged in protection of people, property and the environment, these events will be a source of learning for many years.

The year 2004 was another watershed and successful year as BCSP marked its 35th anniversary in advancing the safety professional. In conjunction with the anniversary, BCSP sponsored a session on professional ethics at the Professional Development Conference of the American Society of Safety Engineers (the founding organization for BCSP). Also this year, BCSP achieved reaccreditation from the National Commission for Certifying Agencies. The year included expansion of the OSHA Alliance Agreement to include participation by the Council on Certification of Health, Environmental and Safety Technologists. BCSP entered into partnerships with the American Board for Occupational Health Nurses and the U.S. Navy to provide examinations and supporting services for certifications offered by these organizations. BCSP awarded a new contract to Thomson Prometric for computer-based testing services. By the end of 2004, BCSP placed a comprehensive, searchable database of academic programs on its web site. More details about these accomplishments are on page 13.

As a result of a facilitated training activity for all Board members in October, BCSP has embarked on the next leg of this journey to advance safety professionals through certification. The session initiated a new strategic planning effort that will continue to pursue value for the profession through high quality certification. The session led to approving activities to find a solution for future BCSP office space in order to resolve the limitations of the current site purchased about 25 years ago. Once again, through effective fiscal management, BCSP achieved net revenue that exceeded its annual reserve goal and allows BCSP to work on matters important for certification during the upcoming decades.

The disasters of 2004 remind us of the importance of safety professionalism. The success of BCSP during 2004 reminds us of the role that certification plays in advancing those in the safety profession.

Henry Smahlik
Roger L. Brauer

2004 BCSP Annual Report 1
PURPOSE AND HISTORY OF BCSP

BCSP was founded in 1969 as a not-for-profit corporation in the state of Illinois. It functions solely as a peer-operated certifying organization. It is not a member organization and does not provide services usually offered by member organizations. Membership in any organization is not a requirement for certification.

BCSP sets standards related to competency in professional safety practice. Safety professionals identify hazards and evaluate them for the potential to cause injury or illness to people or harm to property and the environment. Safety professionals recommend administrative and engineering controls that eliminate or minimize the risk and danger posed by hazards. They work with professionals in other disciplines in many different job settings. Safety professionals work for companies, government agencies, and private organizations or offer individual professional services. They may engage in design, planning, program management, training, auditing, and other aspects of practice. They apply hazard recognition, evaluation and control knowledge and skills for equipment, systems, facilities and processes, or in operations, manufacturing, transportation, construction, insurance services, and other enterprises.

The BCSP Bylaws state the purpose of BCSP:

- Establish the minimum academic and experience requirements necessary to receive certification as a Certified Safety Professional® (CSP®), the designation of Associate Safety Professional, or other such designations established pursuant to resolution by the Board of Directors.
- Determine the qualifications of applicants and arrange, control, and conduct investigations and examinations to verify the qualifications of candidates for certificates to be issued by the BCSP.
- Grant and issue to qualified applicants a certificate and maintain a directory of the holders of all valid certificates.
- Establish requirements for the continuance of certification.
- Represent its certificate holders in communication and, where appropriate, in negotiations with public and private agencies, groups, and individuals with respect to matters of common interest; and it will inform employers, specifiers, public officials, the public, and engineering and related practitioners of the benefits of certification.
The chart below illustrates the growth in the number of certifications issued by BCSP over the years. During 2004, BCSP certified 521 individuals as new CSPs.

Below is a table of statistics which summarizes the BCSP certification activity. Data are either for calendar year 2004 or reflect counts at the end of 2004.

<table>
<thead>
<tr>
<th>Category</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of CSPs issued in 2004</td>
<td>521</td>
</tr>
<tr>
<td>Number of current CSPs</td>
<td>10,582</td>
</tr>
<tr>
<td>Number of ASPs issued in 2004</td>
<td>358</td>
</tr>
<tr>
<td>Number of current ASPs</td>
<td>691</td>
</tr>
<tr>
<td>Number of CSPs electing CSP Retired status in 2004</td>
<td>106</td>
</tr>
<tr>
<td>Number of persons currently holding CSP Retired status</td>
<td>761</td>
</tr>
<tr>
<td>Number of CSPs dropped during 2004 for:</td>
<td></td>
</tr>
<tr>
<td>Failure to pay annual fee</td>
<td>281</td>
</tr>
<tr>
<td>Failure to meet Continuance of Certification</td>
<td>118</td>
</tr>
</tbody>
</table>

The chart below identifies how current CSPs achieved their certification.
APPLICATIONS

Applicants must meet academic and professional safety experience requirements in order to qualify for the Safety Fundamentals and Comprehensive Practice examinations leading to the CSP designation. The minimum academic qualification is an associate degree in safety and health or a bachelor’s degree in any field. The minimum amount of professional safety experience is four years, depending on the degree major. Individuals apply only once.

During 2004, BCSP received 834 applications for the CSP designation.

EXAMINATIONS

Candidates for the CSP designation must pass two examinations: Safety Fundamentals and Comprehensive Practice. Individuals possessing certain other certifications and licenses by examination may apply for a waiver of the Safety Fundamentals examination; however, all CSP candidates must pass the Comprehensive Practice examination.

National accreditation standards for peer certifications require that examination contents be validated periodically against the professional practice the examination intends to measure. The latest content validity research project was completed in 2001.

The minimum passing scores rely on a modified Angoff criterion reference procedure to ensure that all candidates have the same opportunity to pass the examinations. This procedure also ensures that minimum passing scores are based on those candidates who meet minimum qualifications.

A summary of examination performance for 2004 appears below. Examination reliability is above that required for quality certification examinations.

<table>
<thead>
<tr>
<th>Safety Fundamentals Examination</th>
<th>Comprehensive Practice Examination</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Candidates (All Forms): 784</td>
<td>Number of Candidates (All Forms): 718</td>
</tr>
<tr>
<td>Mean Score (All Forms): 61.8%</td>
<td>Mean Score (All Forms): 63.6%</td>
</tr>
<tr>
<td>Candidate Passing Rate (All Forms): 43.1%</td>
<td>Candidate Passing Rate (All Forms): 72.6%</td>
</tr>
<tr>
<td>Standard Deviation: 16.5</td>
<td>Standard Deviation: 13.1</td>
</tr>
<tr>
<td>Internal Reliability [KR(20)]: 0.86</td>
<td>Internal Reliability [KR(20)]: 0.77</td>
</tr>
<tr>
<td>Decision Consistency [K̂₂₀,x₀]: 0.86</td>
<td>Decision Consistency [K̂₂₀,x₀]: 0.83</td>
</tr>
</tbody>
</table>
CONTINUANCE OF CERTIFICATION

Individuals holding the CSP designation must be recertified every five years by gaining 25 points through ten activity categories in the Continuance of Certification (COC) program. Some categories have upper limits for points that can be earned. CSPs report how they earned points at the end of each five-year cycle. BCSP randomly selects a portion of those submitting COC reports for an audit to verify points claimed.

The table below summarizes COC activities for 2004.

<table>
<thead>
<tr>
<th>Category</th>
<th>Average Points Earned</th>
<th>Percent of Total Points</th>
<th>Percent of People</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Professional Safety Practice</td>
<td>9.70</td>
<td>27.49</td>
<td>98</td>
</tr>
<tr>
<td>2. Safety Organization/Division Membership</td>
<td>4.50</td>
<td>12.75</td>
<td>92</td>
</tr>
<tr>
<td>3. Professional Service</td>
<td>1.44</td>
<td>2.56</td>
<td>28</td>
</tr>
<tr>
<td>4. Professional Publications, Papers, Technical Presentations, and Patents</td>
<td>0.32</td>
<td>0.89</td>
<td>16</td>
</tr>
<tr>
<td>5. Writing Examination Items</td>
<td>0.18</td>
<td>0.52</td>
<td>6</td>
</tr>
<tr>
<td>6. Professional Development Conference Attendance</td>
<td>3.48</td>
<td>9.12</td>
<td>71</td>
</tr>
<tr>
<td>7. Continuing Education Courses/Seminars</td>
<td>9.10</td>
<td>25.79</td>
<td>77</td>
</tr>
<tr>
<td>8. College/University Courses</td>
<td>2.33</td>
<td>6.6</td>
<td>13</td>
</tr>
<tr>
<td>9. Advanced Degrees</td>
<td>2.25</td>
<td>6.38</td>
<td>9</td>
</tr>
<tr>
<td>10. Certification/Registration Examinations</td>
<td>1.73</td>
<td>4.92</td>
<td>15</td>
</tr>
<tr>
<td><strong>AVERAGE POINTS EARNED</strong></td>
<td><strong>35.03</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ACCREDITATION AND RECOGNITION

BCSP holds accreditation from one international and two national organizations that set standards for peer certification boards. The National Commission for Certifying Agencies (NCCA) grew out of a U.S. Department of Education grant in the 1970s. The Council of Engineering and Scientific Specialty Boards (CESB) emerged in the 1980s from a national conference on credentialing in the engineering disciplines. In 2003, the CSP designation became one of the first five certifications anywhere in any field to achieve accreditation under ANSI/ISO/IEC 17024. The American National Standards Institute (ANSI) operates this international program. Standards cover governance, audited financial disclosure, fairness in testing, validity and reliability of examinations, use of acceptable methods to set minimum passing scores, independence from membership organizations, public participation, security, recertification, and many other factors. BCSP’s current five-year accreditations extend as follows: NCCA through 2009, CESB through 2006, and ANSI/ISO/IEC through 2008.

The CSP program is recognized by the National Skill Standards Board (NSSB). The CSP program also complies with ASTM E1929-98—Standard Practice for Assessment of Certification Programs for Environmental Professionals: Accreditation Criteria. ASP and CSP examination fees of qualified individuals are eligible for reimbursement by the Department of Veterans’ Affairs (VA).
The primary role for BCSP membership organizations is to nominate safety professionals for potential service on the BCSP Board of Directors. Membership organizations do not contribute to the operations of BCSP and the CSP designation. Membership organizations help assure broad representation from the profession in the governance of BCSP affairs. They do not have direct involvement in the governance of BCSP and its policies. Membership organizations may endorse the value and significance of the CSP designation as a means to identify competency in professional safety practice.

Current BCSP membership organizations, and the year each became one, are as follows:

- American Industrial Hygiene Association (AIHA) 1974
- American Society of Safety Engineers (ASSE) 1974
- System Safety Society (SSS) 1977
- Society of Fire Protection Engineers (SFPE) 1984
- Institute of Industrial Engineers (IIE) 1994
- National Safety Council (NSC) 1994

BCSP has 13 directors who oversee BCSP affairs. BCSP is not a member organization. BCSP has candidates who have applied and are pursuing certification and certificants who must meet requirements to retain their certification. Directors on the BCSP Board are the only BCSP members.

BCSP directors volunteer their time and services to attend semi-annual Board meetings, participate in committee meetings and activities, review candidate application materials to determine eligibility, and oversee other BCSP matters. Directors do not receive compensation, but are reimbursed for direct expenses.

Directors may serve two three-year terms. The BCSP Board of Directors is comprised of 13 members who represent a cross-section of the safety profession and the public. One member is a public director, not involved with the safety profession, who represents public interests. Six of the remaining 12 members are chosen among nominations from BCSP's membership organizations. The Board of Directors also elects six additional members from across the safety and health profession. All but the public director must hold the CSP designation.

The standing committees of the Board include:

- Continuance of Certification Committee
- Executive Committee
- Finance Committee
- Nominating Committee
- Professional Development Committee
- Professional Standards Committee
- Strategic Planning Committee
BCSP receives funds through four means: application fees that cover application and evaluation processing costs, examination fees that cover basic costs for registration, examination delivery, reporting of results, and analysis of examination performance, annual renewal fees that cover governance, examination development and maintenance, facilities, equipment, supplies, and other support services and expenses, and other miscellaneous income derived from the sale of time extensions, self-assessment examinations, etc.

The Board and staff continually strive to improve customer service and increase certification value, while minimizing expenses.

During 2004, BCSP exceeded the net revenue forecast in the 2004 budget and contributed to reserves at a rate beyond the annual goal.

The charts below show how income and expenses are distributed in general. The following pages contain the 2004 audited financial statement.
## Board of Certified Safety Professionals

### Statements of Financial Position

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash</td>
<td>$846,441</td>
<td>$348,039</td>
</tr>
<tr>
<td>U.S. Treasury bills and notes</td>
<td>88,637</td>
<td>62,527</td>
</tr>
<tr>
<td>Certificates of deposit</td>
<td>1,809,090</td>
<td>1,809,090</td>
</tr>
<tr>
<td>Mutual funds</td>
<td>333,013</td>
<td>110,804</td>
</tr>
<tr>
<td>Other</td>
<td>124,737</td>
<td>124,737</td>
</tr>
<tr>
<td>Total current assets</td>
<td>$2,400,930</td>
<td>$1,955,689</td>
</tr>
<tr>
<td><strong>Property and Equipment</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td>45,373</td>
<td>45,373</td>
</tr>
<tr>
<td>Buildings</td>
<td>526,801</td>
<td>526,801</td>
</tr>
<tr>
<td>Furniture</td>
<td>286,103</td>
<td>286,103</td>
</tr>
<tr>
<td>Computer software</td>
<td>192,642</td>
<td>192,642</td>
</tr>
<tr>
<td>Total assets</td>
<td>$1,257,923</td>
<td>$1,257,923</td>
</tr>
<tr>
<td><strong>Liabilities and Net Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable</td>
<td>125,406</td>
<td>76,191</td>
</tr>
<tr>
<td>Accrued expenses</td>
<td>82,615</td>
<td>78,398</td>
</tr>
<tr>
<td>Unearned revenue</td>
<td>812,929</td>
<td>704,171</td>
</tr>
<tr>
<td>Unearned revenue</td>
<td>150,803</td>
<td>102,042</td>
</tr>
<tr>
<td>Total current liabilities</td>
<td>$1,152,864</td>
<td>924,674</td>
</tr>
<tr>
<td><strong>Net Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restricted</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total liabilities and net assets</td>
<td>$1,152,864</td>
<td>924,674</td>
</tr>
</tbody>
</table>

See Notes to Financial Statements.

---

## Board of Certified Safety Professionals

### Statements of Cash Flows

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cash Flows from Operating Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Increase in unrestricted net assets</td>
<td>$301,460</td>
<td>280,195</td>
</tr>
<tr>
<td>Adjustments to reconcile increase in unrestricted net assets to net cash provided by operating activities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Depreciation and amortization</td>
<td>44,299</td>
<td>51,973</td>
</tr>
<tr>
<td>Write-off of software development costs</td>
<td>7,489</td>
<td>680</td>
</tr>
<tr>
<td>Unrealized revenue</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Equity in income of joint ventures</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Appreciation of discount on U.S. Treasuries</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Unrealized gain on investments in securities</td>
<td>(8,152)</td>
<td>(15,894)</td>
</tr>
<tr>
<td>Increase in assets and liabilities (decrease) in receivables</td>
<td>(42,342)</td>
<td>(3,748)</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>10,010</td>
<td>10,010</td>
</tr>
<tr>
<td>Increase (decrease) in accounts payable and accrued expenses</td>
<td>52,803</td>
<td>30,742</td>
</tr>
<tr>
<td>Increase (decrease) in net cash provided by operating activities</td>
<td>383,019</td>
<td>293,025</td>
</tr>
<tr>
<td><strong>Cash Flows from Investing Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchase of property and equipment</td>
<td>(37,989)</td>
<td>(50,527)</td>
</tr>
<tr>
<td>Capitalization of interest during construction</td>
<td>(4,893)</td>
<td>(4,893)</td>
</tr>
<tr>
<td>Proceeds from maturity of U.S. Treasury bills and notes</td>
<td>98,727</td>
<td>208,090</td>
</tr>
<tr>
<td>Proceeds from maturities of certificates of deposit</td>
<td>1,889,008</td>
<td>588,080</td>
</tr>
<tr>
<td>Purchase of certificates of deposit</td>
<td>(765,805)</td>
<td>(1,350,000)</td>
</tr>
<tr>
<td>Purchase of investments in mutual funds</td>
<td>(239,342)</td>
<td>(4,485)</td>
</tr>
<tr>
<td>Increase (decrease) in net cash</td>
<td>580,703</td>
<td>374,355</td>
</tr>
</tbody>
</table>

**Cash**

**Beginning**

$345,609

**Ending**

$520,484

See Notes to Financial Statements.

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2004 BCSP Annual Report
Board of Certified Safety Professionals

Notes to Financial Statements

Note 1. Significant Accounting Policies
Nature of Organization:
The Board is a nonprofit corporation organized to provide peer certification of safety professionals.

Significant Accounting Policies:

- Revenue and application fees: Revenue from renewal fees is recognized in the calendar year in which they are billed. Renewal renewal fees and annual exam fees represent revenue applicable to future periods.
- Reimbursement is a cooperative effort among states to ensure that states are looking at the same examinations and that the examinations are given, where and when the time allowed to take the examinations is equal.
- Revenues from application fees are recognized as received.

Investments: U.S. Treasury Bills and notes and marketable bonds and notes are carried at their value. Fair value is based on quoted market prices as listed in various national markets. Realized and unrealized gains and losses are reflected in the statement of revenue and expenses as increases or decreases in net assets.

Investment in non-profit joint venture: The Board accounts for its investment in a non-profit joint venture by the equity method. Accordingly, the Board records its share of net income (loss) of the joint venture, the amount of which is also added to (deducted from) the investment account.

Property and equipment: Property and equipment are stated at cost less accumulated depreciation. Depreciation is computed by the straight-line method over the following estimated useful lives:

<table>
<thead>
<tr>
<th>Years</th>
<th>Buildings</th>
<th>Furniture and fixtures</th>
<th>Computer software</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>50%</td>
<td>20%</td>
<td>5%</td>
</tr>
<tr>
<td>2-5</td>
<td>35%</td>
<td>15%</td>
<td>5%</td>
</tr>
</tbody>
</table>

Development costs: Development costs are capitalized when incurred and amortized over three to five years.

Income taxes: The Board qualifies for tax-exempt status under Section 501(c)(3) of the Internal Revenue Code as a business enterprise organization for profit.

Use of estimates in preparation of financial statements: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates.

<table>
<thead>
<tr>
<th>Year</th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>$420,833</td>
<td>$370,104</td>
</tr>
<tr>
<td>Accounts payable and management fee payable</td>
<td>$193,952</td>
<td>$190,918</td>
</tr>
<tr>
<td>Increase in unrestricted net assets</td>
<td>$9,580</td>
<td>$16,624</td>
</tr>
</tbody>
</table>

Increase in unrestricted net assets was $10,580 and $62,014 for the years ended December 31, 2004 and 2003, respectively.

Note 5. Line of Credit
The Board has a $100,000 line of credit with a bank which is secured by substantially all of the Board's assets. The interest rate is at prime plus 0.5%, an effective rate of 6.50% at December 31, 2003. There was no outstanding balance as of December 31, 2004 and 2003.

Note 2. Concentrations of Credit Risk
The Board maintains its cash in bank deposit accounts. At times, cash may exceed federally insured limits. The Organization has not experienced any losses in such accounts, and believes it is not exposed to any significant credit risk.

Note 3. Retirement Plans
The Board has a 401(k) plan which was implemented on January 1, 1998 for eligible employees. The plan requires the Board to provide a "matching" contribution equal to the participant's contributions; however, the required "matching" contribution shall not exceed 3% of the participant's compensation. Additional contributions are at the discretion of the Board of Directors. The Board's contributions, including payment of administrative expenses, amounted to $84,425 and $41,758 for the years ended December 31, 2004 and 2003, respectively.

Note 4. Investment in Non-Profit Joint Venture
In June 1990, the Board (BCSP) became a 50% partner in a non-profit joint venture known as Council on Certification of Health, Environmental and Safety Technologists (COHEST). The other joint venture partner is The American Board of Industrial Hygiene, Inc. (AHI). COHEST is a non-profit organization to provide certification of health, environmental and safety technologists.

BCSP performs the administrative duties related to the COHEST's operations. For the years ended December 31, 2004 and 2003, BCSP received COHEST $425,049 and $124,792, respectively, to cover direct staff support and overhead. This management fee is based on the number of applications received by the COHEST, the number of examinations administered and the number of certifications of occupational health and safety technologists, construction health safety technicians and safety-related exercises in construction. COHEST paid BCSP management fees of $450,049 and $124,792 as of December 31, 2004 and 2003, respectively.
CONTRACTED SERVICES

BCSP obtains a variety of services through contracts. A summary of services appears below.

CASTLE Worldwide, Inc., Research Triangle Park, NC
(www.castleworldwide.com)
Columbia Assessment Services (CAS) was merged into CASTLE as a subsidiary in 2000. CASTLE stands for CAS Testing & Learning Enterprises. It remains a national provider of services in support of peer certification organizations like BCSP. CASTLE services include examination development, item editing, examination and item analysis, minimum passing point studies, job analysis and validation studies, foreign examination delivery, and expert psychometric consulting. CASTLE has nationally-recognized psychometricians on its staff.

Thomson Prometric, Baltimore, MD
(www.prometric.com)
Thomson Prometric, a part of The Thomson Corporation, is a global leader in technology-enabled testing and assessment services for information technology certification, academic admissions, and professional licensure and certifications. Thomson Prometric performs services related to candidate appointment scheduling and appointment management, examination encryption and production, computer-based examination delivery and examination security, and examination results management for BCSP.

Other Contracted Services
BCSP obtains services from a variety of local businesses. Included are legal services, audit services, temporary help, computer and network setup, maintenance and administration, computer and Internet programming, technical editing of draft examination items, printing and publication, mailing services, graphic design, photography, and other business services. Major providers include:

• General Legal Services
  * Erwin, Martinkus & Cole, Ltd.
• Intellectual Property Legal Services
  * Leydig, Voit & Mayer, Ltd. (Chicago)
• Audit Services
  * McGladrey & Pullen, LLP
• Systems and Programming Services
  * Area-Wide Technologies, Inc.
  * Information Technology Associates
  * KSC Systems
  * Riverwatcher, Inc.
• Design and Graphic Arts Services
  * Image Graphics
• Mailing Services
  * Quicksilver Mailing Services
• Printing Services
  * Crouse Printing
  * Insty-Prints Business Printing Services
  * Superior Printing
2004 DIRECTORS AND OFFICERS

**PRESIDENT**

Henry Smahlik, CSP, CIH  
Manager, Consulting and Training Services  
Government Sales Division  
Hagemeyer North America  
(American Industrial Hygiene Association)

**VICE PRESIDENT**

Curt L. Lewis, CSP, P.E.  
President  
Lewis Engineering & Associates  
(At Large Director)

**SECRETARY/TREASURER**

Jeffrey L. Robinson, CSP, P.E.  
Manager, Facility Support  
Westinghouse Inc. Closure Business Unit  
(Society of Fire Protection Engineers)

**PAST PRESIDENT**

David A. Herbert, CSP  
Consultant  
Herbert Management  
(At Large Director)

**DIRECTORS**

Paul S. Adams, Ph.D., CSP, P.E., CPE  
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Sedgwick Claims Management Services, Inc.  
(National Safety Council)

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Corporate Vice President, Environment Safety & Health  
Washington Group International  
(At Large Director)

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Consultant  
Eddie Greer & Associates  
(At Large Director)

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Dynetics, Inc.  
(System Safety Society)

Paul G. Specht, Ph.D., CSP  
Professor of Occupational Safety & Environmental Health  
Millersville University of Pennsylvania  
(At Large Director)

Linda M. Tapp, CSP, ALCM  
Principal Consultant/Owner  
Crown Safety LLC  
(At Large Director)

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Professor  
The Ohio State University
EXECUTIVE DIRECTOR
Roger L. Brauer, Ph.D., CSP, P.E., CPE

Examination Director
Steven G. Schookraft, CSP, P.E.

Director of Finance and Human Resources
Dennis Archer, PHR

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Jana Pflugmacher

Manager of Operations
Mary Hosier

Administrative Assistant
Linda Charles

Customer Service Coordinator
Barbara Manolakes

Customer Service Associate
Jennifer Heinold

Operations Clerk
Alicia Neils-Millsap

Customer Service Associate
Jolene Keach

MANAGER OF COMMUNICATION AND MARKETING
Heather Murphy
ACHIEVEMENTS AND MILESTONES

During 2004, some of the achievements and milestones of BCSP included the following:

• BCSP celebrated its 35th anniversary.
• BCSP received reaccreditation from NCCA under new standards for certification bodies. The standards had undergone major revisions.
• BCSP signed an agreement with the American Board for Occupational Health Nurses (ABOHN) to provide a safety management specialty examination for certified occupational health nurses.
• BCSP entered into a partnership with the U.S. Navy, Naval Ordnance Safety and Security Activity to provide examinations and supporting services for the Principals for Safety (PFS) certification.
• BCSP awarded a new contract to Thomson Prometric for computer-based testing services that will now be offered worldwide.
• BCSP introduced an online Database of Safety and Related Academic Programs in the United States. This comprehensive directory identifies at least 720 academic programs at approximately 300 institutions holding recognized institutional accreditation. Programs are at all levels for people entering or advancing in broad safety practice.
• BCSP wall certificates for ASPs and CSPs were redesigned.

JOINT VENTURE: CCHEST

Together with the American Board of Industrial Hygiene (ABIH), BCSP operates the Council on Certification of Health, Environmental and Safety Technologists (CCHEST), formerly the ABIH/BCSP Joint Committee. CCHEST provides safety and health certifications for technologists, technicians, and supervisors. BCSP provides staff support for CCHEST (www.cchest.org). Current certifications offered are:

• OHST: Occupational Health and Safety Technologist® (since 1985)
• CHST: Construction Health and Safety Technician® (since 1994)
• STS: Safety Trained Supervisor (since 1995)

All of these programs are nationally accredited by the Council of Engineering and Scientific Specialty Boards (CESB) and recognized by the National Skill Standards Board (NSSB). The OHST and STS programs are accredited by the National Commission for Certifying Agencies (NCCA). OHST, CHST, and STS examination fees of qualified individuals are eligible for reimbursement by the Department of Veterans’ Affairs (VA).

In 2004, CCHEST expanded the STS program from a construction examination only to examinations designed for general industry and the petrochemical industry.

Also in 2004, CCHEST began offering certification for loss control specialists in the insurance industry through the OHST certification. In addition, CCHEST offers a non-certification examination, the Loss Control Specialist (LCS) Examination, which assesses minimum competency in loss control specialist practice.

Expansion of BCSP’s Alliance Agreement with OSHA was expanded in 2004 to include participation by the Council on Certification of Health, Environmental and Safety Technologists (CCHEST).
NEW CSPs IN 2004

MARY ANN MEDEROS
ERIC MEINDL
ERIC MEITUENEN
JOHN MELLETTE
WILLIAM MENER
HOLLIE MERCHANT
KEVIN MERSHIMER
TODD MEYER
ANGELO MIKLOS
LEN MILAWSKI
GARRETT MILLER
STEVE MILLER
WANDA WINNICK
TABATHA MITCHELL
DENNIS MITTERER
RICHARD MIZENKO
BERTRAND MOHRDIECK
JOHN MOLLERE
JOSHUA MOORE
KRISTIN MORICO
JOHN MORTON
SHARON MOUNT
DANIEL MULCAHY
SHANE MULLENIX
MICHAEL MURDZIA
DAVID MURRAY
MARK MURRAY
MICHAEL NARVAEZ
MICHAEL NELSON
NEIL NELSON
JEFFREY NESBITT
JOHN NEWQUIST
GEOFFREY REBER
M KEESE
JASON REICHERT
MARY REINHART
MICHAEL RESAR
JOHN RHEA
BERT RHoadS
MICHAEL RHODE
SHIRLEY RIAE
JEFFREY RICHARDS
GREGORY RIGDON
BRANTON RILEY
ERIN RING
MICHAEL RIVERA
DAVID RIVERS
PAUL ROBERTS
THOMAS ROBERTSON
RUSSELL ROBINSON
WILLIE ROBINSON
ALICE ROGERS
JOEL ROGERS
ROBERT ROSALES
BENJAMIN ROSS
MICHAEL ROSSI
KURT ROWELL
STACY ROZELL
RUDOLPH
WAYNE RUMMEL
RICK RYBACK
JOSEPH SACCARO
ROBERT SAGENDORF
JENNIFER SAHMIEL ELLIOTT
DAVID SANTAGO
THOMAS SANTOLI
JOSEPH SASSO
DEANA SCHEPP
FERNANDINA SCHILLER
CHAD SCHILLING
WILLIAM SEARCH
CATHY SEEGER
JUSTIN SERGENT
VIRGINIA SERGENT
HECTOR SERNA
ROBERT SESTITO
DAVID SHAMPINE II
KEVIN SHEEHAN
DANIELLE SHEEHAN
EMMITTE SHOOP
SCOTT SIEGWALD
JOSEPH SIKAK
LARRY SIMMONS
RUSSEL SINOR
MICHAEL SISLER
BRIAN SITZ
WILLIAM SKINNER
ROGER SMITH
PAUL SMITH
MARY SNOW
TROY SORENSEN
JAMES SPEelman
DARENN SPENCER
CASE SPENCER
JOSEPH SPEelman
RICHARD SPRANGER
DONNELL SQUIRES
ANNE MARIE ST CLAIR
PETER ST JAMES
ANTHONY STEPHENS
BRAD STEWART
MICHAEL STEIRWALT
JASON STOWELL
STACEY STRICKLAND
CHRISTOPHER STROHMAN
ROBERT STRONG
CLARE SULLIVAN
MARTIN SULLIVAN
VINCENT SULLIVAN
VICKI SWANSON
JAMES SWANSON
MICHAEL TALMONT
GARY TELLISH
JODY TERRY
JEFFREY THOMAS
REED THOMASON
GREGORY THOMPSON
MARY-J THOMPSON
STEPHEN THORNE
JASON TINCH
GARY TITTLE
KRIS TRAUBEL
JEFFREY TREFINGER
LISA TUCK
KEVIN TUCKER
GREGG TULLEY
CHRISTOPHER ULRIKSEN
MARK VALENTINE
AMY VAN CLEVE
MICHAEL VAN DYKE
DALE VARNEY
MICHAEL VINCI
ERIC VOIGHT
JAMES WADATZ
MARGARET WAGNER-NEANDER
JOHN WALKER
WILLIAM WALKER III
GARY WALLACE
STEPHEN WALLACE
WILLIAM WALLACE
YUN WANG
JEFFREY WANKO
COREY WARD
JODY WARNER
THOMAS WAZELLE
DAVID WEATHERFORD
LOUIS WEASER
WILLIAM WEBBER
NEIL WEBSTER
ANDREW WEHR
ARNOLD WEISS
RACHEL WELLS
MARCLEY WENDELL
KELEN WENGERT
DANIEL WENNEN
ROBERT WERNICKI
LEONARD WEST
KEVIN WILCOX
TODD WILHITE
KEVIN WILKINS
PHILLIP WILLIAMS
RODNEY WILLIAMS
WILLIAM WILLIAMS
WILLIAM WILLIAMS
STEPHEN WILLIS
WILLIAM WINEBRENNER
RICHARD WINGO
RUSSELL WINNIE
JAMES WITHERS
SANFORD WOO
JASON WRIGHT
WILLIAM WRIGHT
WILLIAM YATES
CHUN KEUNG YU
LEONA ZAK
ROBERT ZIMEK
DARRYL ZOCH

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RESPONSIBILITIES OF CSPs

Ethics and Professional Conduct
In applying for and achieving the CSP designation, candidates and certificants agree to abide by the *CSP Code of Ethics and Professional Conduct*. Achieving ethical professional practice can sometimes be difficult, however, CSPs are required to protect people, property, and the environment while keeping the interests of employers and clients in mind. The *CSP Code of Ethics and Professional Conduct* is a guide for making professional safety practice decisions.

When there are substantiated violations of the *CSP Code of Ethics and Professional Conduct*, BCSP acts through its disciplinary procedures to reprimand individuals or suspend or revoke certifications. BCSP publishes the disciplinary procedures, along with the rest of the *BCSP Bylaws*, on the BCSP web site ([www.bcsp.org](http://www.bcsp.org)).

Keeping BCSP Informed
Those holding the CSP designation have an obligation to keep BCSP informed of their current mail and email addresses. BCSP must be notified when someone moves or changes employment. BCSP can provide the best support for candidates and certificants when their data is current and accurate. Address changes can be made on the BCSP web site. Name changes require documented proof of the change before BCSP can change an individual's record.

Authorized and Unauthorized Use of the CSP Designation
Once individuals become CSPs, the fundamental concept is that if they engage in professional safety practice at all, they must either meet the requirements to retain the certification or they will lose it. CSPs must pay an annual renewal fee and must meet COC requirements by achieving 25 points every five years to retain their certification. Individuals failing to meet these two requirements lose the right to use BCSP designations.

Individuals who are no longer engaged in professional safety practice, may choose CSP Retired status. The status does not mean that one is retired from regular employment or a long-held position. CSP Retired indicates that a person once held the CSP designation and no longer meets the requirements to retain it, but wishes to retain a connection to the CSP designation. Someone electing CSP Retired status is not allowed to use the CSP or Certified Safety Professional designations. BCSP considers claiming to be a CSP unauthorized use of the designation when the requirements to achieve or retain the CSP designation have not been met.

BCSP takes action against individuals who claim to hold BCSP designations, but have never achieved them or have lost the right to use them. BCSP will act against such individuals when there is clear evidence that they have used BCSP designations on business cards, resumes, letters or other documents and BCSP has an address by which to contact the unauthorized user. Employers, those holding the CSP designation, and others provide assistance in identifying individuals who may be using the CSP designation without authority. A list of individuals who have used the CSP designation without authority is published on the BCSP web site.

BCSP publishes certification status several ways. A list of those meeting current certification requirements appears on the BCSP web site within the online *CSP/ASP Directory* (updated daily). BCSP also has a more comprehensive directory available in electronic format.