



2022 – 2023 ISP[®] PROGRAM REVIEW

Liz Fant, ISP[®], PMP[®]
Certification Committee Co-Chair

Dr. Yolanda Wade, ISP[®], SFPC[®]
Certification Committee Co-Chair



AGENDA



- 1 Committee Organization
- 2 ISP[®] Code of Ethics
- 3 Policy Changes & Enhancements
- 4 Accomplishments
- 5 ISP[®] Award Recipients
- 6 ANAB Accreditation
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- 10 Questions & Answers

ISP[®] CERTIFICATION PROGRAM COMMITTEE

VISION: MAINTAIN AN EFFECTIVE AND VALUED PROFESSIONAL CERTIFICATION PROGRAM.

PURPOSE: (ISP[®] CERTIFICATION PROGRAM MANUAL)

- 1. PROVIDE RECOGNITION OF THE PROFESSIONAL TRAINING AND QUALIFICATIONS OF EXPERIENCED PRACTITIONERS OF INDUSTRIAL AND GOVERNMENT SECURITY.**
- 2. PROVIDE GUIDELINES FOR MAINTAINING UP-TO-DATE KNOWLEDGE WITHIN THE PROFESSION.**

COMPRISED OF:

TWO ISP[®] CERTIFICATION CO-CHAIRS

THREE SUBCOMMITTEES

- 1. CERTIFICATION SUBCOMMITTEE;**
- 2. EXAM QUESTION SUBCOMMITTEE;**
- 3. CEU REVIEW SUBCOMMITTEE**



ISP® CERTIFICATION PROGRAM COMMITTEE

SUBCOMMITTEE MEMBERS

Dotti Bitner, ISP®

Karen Brown, ISP®

Lynn Burns, ISP®

Christine Burnsides, ISP®

Christopher Cottrell, ISP®

Michael Davis, ISP®

Lisa Doman, ISP®

John Feeney, ISP®

Anthony Finklea, ISP®

Cheryl Hagemann, ISP®

Tim Hynes, ISP®

Russell (Rusty) Jones, ISP®

Madonna Kenny, ISP®

Jen Kirby, ISP®

Jessica Lee, ISP®

James (Jim) Massaro, ISP®

Frank Maguire, ISP®

Edith Mate, ISP®

Rhonda Peyton, ISP®

Eric Pelikan, ISP®

George Quin, ISP®

Joe Reuter, ISP®

Ken Roth, ISP®

Barbara Taylor, ISP®

Stephen Weldon, ISP®



CODE OF ETHICS

ISP[®]s and ISP[®] candidates must always demonstrate the highest levels of professional behavior and integrity, which includes but is not limited to these characteristics:

- Act in an honest, forthright, and dependable manner.
- Follow and enforce all applicable security laws, regulations, orders, rules, policies, and procedures.
- Safeguard classified and proprietary information at all times.
- Place national security above all other work priorities.
- Maintain proficiency in the appropriate security fields.
- Assist fellow security professionals who are in need.
- Balance security needs with operational and research requirements.
- Refrain from negative actions such as starting rumors, making slanderous statements, and embarking on character assassination.

POLICY CHANGES & ENHANCEMENTS

What's Different or New?

- **Launched new exam in September 2022**
- **Changed exam passing score to from 75% to 70%**
- **Changed the exam retake period from 6 months to 30 days with a maximum of 4 attempts per year**
- **Implemented Self-Certification for qualifying training when agency does not issue an attendance certificate or record**
- **Adjusted the 50 minute minimum for CEU award to 45 minutes.**
- **Implemented a .5 CEU for 30 minute trainings**
- **Terminated "public service" and "other" from the CEU Credit Guide**
- **Implemented Professional Development on the CEU Credit Guide**
- **Updated and released the ISP[®] History document**
- **Terminated the ISP[®] Certification Lifetime Designation**



6/2022 – 6/2023

ACCOMPLISHMENTS

- Maintained 332 active ISP®s.
- Obtained 2022-2023 program ANAB Accreditation.
- Completed Confidentiality and Conflict of Interest forms (CCOIs) for the 59th Board year for the ISP® Committee and all beta testers. This process will be conducted upon assignment to the committee and will remain in effect until departure from the committee.
- Completed the annual program review and presented to Lynn Burns, ISP®, NCMS President
- Completed a 100% review of all test questions for content validity.
- Conducted a beta test of questions revised for content changes due to policy changes and statistical problems (i.e., too easy, too difficult, not correlating to overall performance).
- Maintained the restricted roster of volunteers subject to the two-year restriction between the EPP, beta testers, and ISP® Exam Questions Subcommittee participation.

6/2022 – 6/2023

ACCOMPLISHMENTS

CONTINUED

- Completed the 2022 exam candidate survey and analyzed responses for program effectiveness and enhancements.
- Continued to use the ISP[®] Certification Community for on-line collaboration, resources, and announcing newly awarded certification recipients.
- Continued a monthly ISP[®] Listing for distribution to chapter chair leadership.
- Presented the ISP[®] workshop at 58th Seminar in Minneapolis.
- Will present the ISP[®] workshop at 59th Seminar in New Orleans.
- Presented NCMSLive WebEx events for Recertification and CEU training.
- Continued activities, reports, and assessments to assure a successful ANAB Accreditation.
- Distributed a condensed five-year Job Analysis (JA) survey, performed analysis, and format report which served as the baseline to launch the Sep 2022 exam.

2022 JAMES N. HICKOK INDUSTRIAL SECURITY PROFESSIONAL® (ISP®) AWARD RECIPIENT



DIANNE RAYNOR, ISP®
ISP® #14

DURING HER EXTENSIVE TENURE SUPPORTING THE ISP® COMMITTEE, DIANNE RAYNOR, ISP® HAS BEEN AN INTEGRAL PART OF THE ISP® CERTIFICATION PROGRAM. THROUGH HER LEADERSHIP AND PASSION FOR THE ISP® CERTIFICATION PROGRAM, SHE HAS BEEN A KEY CONTRIBUTOR IN ENSURING THE SUCCESS OF THE ISP® CERTIFICATION PROGRAM AND ITS ACCREDITATION!

DIANNE HAS DONE IT ALL AND IS VERY DESERVING OF THIS VERY SPECIAL AWARD!

- **SHE WAS INVOLVED WITH THE DEVELOPMENT AND IMPLEMENTATION OF THE ISP® CERTIFICATION WHILE SERVING ON THE BOD. HER ISP® NUMBER IS FOURTEEN (14), MAKING HER AN ISP® PIONEER.**
- **SHE SERVED AS THE ISP® RECERTIFICATION SUBCOMMITTEE CHAIR FOR SEVERAL YEARS. A KEY ACTION ACCOMPLISHED DURING HER TENURE WAS WORKING THE TRANSFER FROM RECERTIFICATION "UNITS" TO THE CURRENT CONTINUING EDUCATION UNITS (CEUs).**
- **DIANNE SERVED AS THE ISP® CERTIFICATION PROGRAM VICE CHAIR (JUN 2014 - JUN 2015).**
- **DIANNE SERVED AS THE ISP® CERTIFICATION PROGRAM CHAIR AND THEN CO-CHAIR FROM JUNE 2015 TO JUN 2021.**
- **UPON HER DEPARTURE FROM THE NCMS BOD, SHE SERVED AS AN ADVISOR TO THE ISP® CO-CHAIRS FROM JUN 2021 TO DEC 2021. IN JAN 2022, DIANNE TRANSFERRED TO THE ACCREDITATION COMMITTEE WHERE SHE CURRENTLY SERVES.**

CONGRATULATIONS DIANNE!

2023 JAMES N. HICKOK INDUSTRIAL SECURITY PROFESSIONAL® (ISP®) AWARD RECIPIENT

GEORGE IS VERY DESERVING OF THIS PRESTIGIOUS AWARD DUE TO HIS CONTINUOUS SUPPORT OF THE ISP® PROGRAM. HIS CONTRIBUTIONS ARE MANY!



- SERVED AS AN EXAM PREPARATION PROGRAM (EPP) FACILITATOR FOR EVERY SESSION SINCE ITS INCORPORATION UNTIL HIS RETIREMENT IN 2022.
- AUTHORED INFORMATIVE ISP® ARTICLES FOR THE NCMS BULLETIN.
- PROVIDED THE ISP® CERTIFICATION PRESENTATIONS DURING ANNUAL REGIONAL SECURITY SEMINARS FOR LOCAL DEFENSE CONTRACTORS.
- SUPPORTED NEW INITIATIVES AND PROVIDED INPUT FOR CONTINUOUS IMPROVEMENTS.

**GEORGE QUIN, ISP®
ISP® #66**

CONGRATULATIONS GEORGE!

PROGRAM ACCREDITATION



- Completed a thorough review of over 60 ISP® Program documents for ANAB Year 5 Internal Audit & ANAB Surveillance.
- Completed a thorough review of the ISP® Website for accuracy.
- Provided the Accreditation Committee with all ANAB required documentation.
- Supported pre-assessment actions and supported Year 4 ANAB audit (Aug 2022).
- Committee Members:
 - Tanya Matthews, ISP®, Accreditation Chair
 - Debbie Young, ISP®, Vice Chair
 - Nicole Malbone, ISP®
 - Heather Maxwell, ISP®
 - Dianne Raynor, ISP®

SUBCOMMITTEE UPDATES

1

Certification Subcommittee

2

Exam Question Subcommittee

3

CEU Review Subcommittee

CERTIFICATION SUBCOMMITTEE

ACCOMPLISHMENTS

- Continued marketing the ISP[®] Program.
- Presented *Why Become an ISP[®]* at 58th National Training Seminar.
- Presented *Recertification and CEU via NCMSLive*.
- Answered questions from exam candidates regarding the program.
- Answered questions from ISP[®]s regarding recertification.
- Created a slick sheet pertaining to ISP[®] Certification.
- Created a slick sheet pertaining to ISP[®] Recertification.
- Supported the Annual ISP[®] Internal Audit that supports ANAB's Accreditation Surveillance Audit.
- Created a presentation specifically for NCMS Chapter Chairs on Recertification and CEU credit.
- Updated CEU FAQs and website updates.

EXAM QUESTION SUBCOMMITTEE

ACCOMPLISHMENTS

- Reviewed all questions on the existing exam master (Jan 2022 and Jan 2023).
- Updated questions as necessary resulting in revised question content, updated reference citations, and new questions to comply with the CFR NISPOM.
- Prepared and analyzed the results of the 12/21 – 1/22 beta test to determine which question revisions could be used on the new exam.
- Reviewed the Prometric Analysis Report for 2022 Test Results and revised questions that tested either too easy, too hard, or as not correlating well.
- Conducted an annual review of the Job Analysis Survey results and developed a report to present the findings
- Determined the number of questions from each exam topic which would appear on the new exam based on the findings of the Job Analysis Survey (previously done by psychometrician consultants).
- Determined the specific questions from each exam topic which would appear on the new exam forms G and H (previously done by psychometrician consultants with some input from the subcommittee).
- Prepared and analyzed the results of the 2022-01 emergency “mini” beta test with 5 questions that had to be significantly revised or totally rewritten when the government cancelled the old ISLs on which these questions were based.
- Reviewed and updated the ISP® Exam Maintenance Policy document.
- Developed the ISP® Exam Question Acronym listing to ensure candidates are aware of the acronyms used in the exam which will no longer be spelled out.
- Developed the ISP® Exam Test Sources and Study References online listing for the new Sep 2022 exam and updated the listing for the current exam.
- Produced requisite documentation for beta testing events, Exam Prometric Update Master, Job Analysis reports, and the Prometric Analysis Report.

CEU SUBCOMMITTEE ACCOMPLISHMENTS

- Evaluated agendas to determine CEU awards with 2-3 day turnaround time.
- Provided continuous feedback and assistance regarding the ISP[®] program and CEU inquiries.
- Presented the ISP[®] *Recertification and CEU Presentation* via NCMSLive.
- *Bulletin* articles published:
 - *CEU 101*
 - Revision and republishing of the *Ethics of CEU Attainment*.
 - *CEUs – They are Changing*
- Updated CEU FAQs and website updates.

LOOKING FORWARD

- Continue to professionalize the ISP® Certification.
- Continue marketing the ISP® Certification.
- Continue efforts to increase the number of ISP® recipients.
- Prepare for the 20th Anniversary of ISP® Certification occurring in 2024.



Are you volunteering?

ISP[®]s support national and chapter committees in a wide variety of ways.
We can match your passion to a great opportunity!
You earn CEUs for your ISP[®] towards your recertification!
You can help build a stronger program!

Make A Difference



We need you!!



TAKE YOUR CAREER TO THE NEXT LEVEL



Are you ready to take your career to the next level? You are a vital part of protecting industrial security, and your role is critical within your organization. Earning the ISP® certification enhances YOUR credibility as a security professional. Join the growing number of certified professionals by visiting <https://ncms-isp.org>!

The certification is ANSI/ANAB accredited.

NCMS

KMP

FSO

NCMS LIVE!

EPP

ISP®



ENHANCE YOUR CAREER TODAY AT **NCMS-ISP.ORG**

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FOR MORE INFORMATION

For more information or to contact the current committee members, click the ISP[®] graphic or paste <https://ncms-isp.org/> into your browser.





THANK YOU!

THIS CONCLUDES THE
JUNE 2022 – JUNE 2023 (59TH BoD)
ISP[®] CERTIFICATION PROGRAM REVIEW

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