



## Commissioner Technology Focus Group (CTFG) Status Report

March 30, 2021

As always, please share this widely with your Commissioners.

### Updated Distribution List

Please continue to send updates to the distribution list for this periodic status report to [rick\\_hillenbrand@alum.mit.edu](mailto:rick_hillenbrand@alum.mit.edu).

### Extended Access

On March 17 Scout Executives were sent a communication advising that the Internet Rechartering “Access Window” has been extended to four months beyond the charter expiration date so that units that had expired on December 31, but did not previously **SUBMIT** their renewals, could now continue with the online process. Some of the significant advantages of submitting recharterers online include: the built-in checks for YPT and CBC (Criminal Background Check), as well as minimum member and leader requirements, plus all the advantages of avoiding hand transcribed errors that accompany paper charters and the avoidance of simple math errors when calculating fees.

During these unusual times, there have been a few BSA IT “access” changes that have caused confusion. The below table should help clarify.

Application / Program / System	Access as a USER expires
Unit Internet Rechartering window	Just extended to 4 months after current charter expires. (Standard access ended 2 months after.) The action taken was announced as an extension and not indicated as permanent change. However, there is no plan to roll back the extension through at least the remainder of the current renewal cycle, that ends with units that expire on August 31, 2021.
Individual access to the <b>my.Scouting</b> suite and functional role-based access to applications	4 months after the registration expires. Permanent.
<b>Scoutbook / Internet Advancement</b>	4 months after the registration expires. Permanent.
The ability to take YPT	Never

### Training Validation - Going, going.... Welcome (Training) Quick Search

For those who rely upon the **Training Validation** tool, due to security concerns it will soon be permanently removed. However, in its place a new tool was created to easily and quickly view an individual’s completed trainings AND MORE! The new tool is called **Quick Search** and is logically a menu choice under **TRAINING MANAGER**. The new tool only works within the council (i.e., you can’t search across multiple councils or from a higher level such as the region), but any member registered in the council/district/unit with access to **TRAINING MANAGER** can search for another individual in the



council, districts and other units – including members who are no longer registered but have been within the past 5 years. You must enter 3 characters in the first and last name data fields to find a person, and then click **SELECT** to see ALL their completed trainings. Of course, there are filters and the ability to export the individual’s Member Training Report which provides the report titled “Leader Training Completed.”

The left screenshot shows the Potomac 02 search interface. It includes a sidebar with links to Dashboard, Add/Search, Quick Search, and Reports. The main area has search fields for Member ID, First Name, Middle Name, Last Name, Email Address, and ZIP Code. A 'SEARCH' button is at the bottom. The right screenshot shows the 'Viewing Completions' report for Frederick Frank Hillenbrand. It lists various training courses and their completion dates. A red box highlights the 'Viewing Completions' tab, and another red box highlights the 'Positions Trained' tab.

A new feature allows toggling the view from COMPLETIONS to POSITIONS TRAINED (see sample below).


The screenshot shows the Potomac 02 search interface with the 'Viewing: Positions Trained' report for Frederick Frank Hillenbrand. The report lists various positions and their effective dates. A red box highlights the 'Viewing: Positions Trained' tab, and another red box highlights the 'Show: Active Programs' button.

Position Name	Position Code	Program	Effective Date
Area Commissioner	A11		01/13/2015
Assistant Area Commissioner	A16		01/13/2015
Assistant Council Commissioner	16		09/12/1998
Asst Roundtable Commissioner	84		09/12/1998
Asst Roundtable Commissioner	84		01/01/2013
Asst. District Commissioner	82		09/12/1998
Council Commissioner	15		09/12/1998
District Commissioner	81		09/12/1998
National Commissioner Service	203		01/13/2015
National Scout Commissioner	202		01/13/2015

## New (Summary) Advancement Reports

Found in *my.Scouting* under **ROSTER** there are four new summary advancement reports: CUB SCOUT ADVANCEMENT REPORT, SCOUTS BSA ADVANCEMENT REPORT, VENTURING ADVANCEMENT REPORT and SEA SCOUT ADVANCEMENT REPORT available for non-unit Scouters. Additionally, there are plans to soon add summary reports for CUB SCOUT ADVENTURES. These reports show total advancement reflected Month to Date totals and Year to Date totals. Detailed reporting of all units by district can be found in this report using the hyperlinks on the left-hand side, plus there is the ability to go to the council level and see a summary by district. To limit the impact on system resources, these are only

district and council level reports. There are some enhancements being developed for these reports to the date range and to make sure even units with no advancements are displayed.



**Crow River 02**

Organization Manager

- Unit Pin
- Roster
- Reports**

**Crow River 02** [SELECT ORG LEVEL](#)

**Reports**

Date From:  Date To:

**UNIT PIN**  
This report lists unit pin data that will be displayed on BeAScout.org [Run](#)

**RECORD OF CHANGE**  
The Record of Change report will give you a detailed list, for the date range selected, of all registration changes such as, new enrollment, transfers, drops, multiples, transfers etc. This report will report the members name, unit and status code. [Run](#)

**MEMBERSHIP TOTALS REPORT**  
The Membership Totals Report returns a detail list of each active unit within the structure of the district or council. By unit, the reports give you demographic data such and the number of youth and adults, male and female along with the chartered organization and charter expiration date. [Run](#)

**EAGLE EXTENSION REPORT**  
The Eagle Extension Report returns a list of chartered organizations within the structure of the district or council [Run](#)

**CUB SCOUT ADVANCEMENT REPORT**  
This report is a summary report by district, showing total advancement in Cub Packs reflected Month to Date totals and Year to Date totals. Detailed report of all units by district can be found in this report using the hyperlinks on the left hand side. [Run](#)

**SCOUTS BSA ADVANCEMENT REPORT**  
This report is a summary report by district, showing total advancement in Scouts BSA troops reflected Month to Date totals and Year to Date totals. Detailed report of all units by district can be found in this report using the hyperlinks on the left hand side. [Run](#)

**VENTURING ADVANCEMENT REPORT**  
This report is a summary report by district, showing total advancement in Venture Crews reflected Month to Date totals and Year to Date totals. Detailed report of all units by district can be found in this report using the hyperlinks on the left hand side. [Run](#)

**SEA SCOUT ADVANCEMENT REPORT**  
This report is a summary report by district, showing total advancement in Sea Scout Ships reflected Month to Date totals and Year to Date totals. Detailed report of all units by district can be found in this report using the hyperlinks on the left hand side. [Run](#)

**UNITS DUE TO RECHARTER**  
This report shows all units in the council due to recharter. You can select the date range for reporting [Run](#)

**UNIT CHARTER STATUS REPORT**  
This report shows the status of all units in the Recharter Process and any New or Dropped Units. It reports total youth members and recharter date. [Run](#)

After selecting the date range and running the report you initially get the report for the Organization level you are at. (I.e., council level if you are at the council level, district level if you are at the district level.)



BOY SCOUTS OF AMERICA®

Summary Scouts BSA Advancement Report

New membership entered into ScoutNET will not appear in this Membership Totals Report until the next day.

Council Theodore Roosevelt Council 386

Organization Name Rough Rider 03

Year-to-Date (YTD) From 01/01/2021 to 03/23/2021

Month-to-Date (MTD) From 03/01/2021 to 03/23/2021

Report Generated By Frederick Hillenbrand

Date Report Generated 03/23/2021

Export to CSV

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< > Page 1 of 1 GO

Records: 1

District	Scout MTD	Scout YTD	Tenderfoot MTD	Tenderfoot YTD	Second Class MTD	Second Class YTD	First Class MTD	First Class YTD	Star MTD	Star YTD	Life MTD	Life YTD	Eagle MTD	Eagle YTD	Total MTD	Total YTD	Palms MTD	Palms YTD	Merit Badges MTD	Merit Badges YTD
Rough Rider 03	3		4				2	4	5		2	1	12	3	30	0	0	24	105	
Grand Totals:	3		4				2	4	5		2	1	12	3	30	0	0	24	105	

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BOY SCOUTS OF AMERICA®

Detailed Scouts BSA Advancement Report

New membership entered into ScoutNET will not appear in this Membership Totals Report until the next day.

Council Theodore Roosevelt Council 386

Organization Name Rough Rider 03

Year-to-Date (YTD) From 01/01/2021 to 03/23/2021

Month-to-Date (MTD) From 03/01/2021 to 03/23/2021

Report Generated By Frederick Hillenbrand

Date Report Generated 03/23/2021

Council Report

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Page 1

of 1

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Records: 16

District	Organization	Scout MTD	Scout YTD	Tenderfoot MTD	Tenderfoot YTD	Second Class MTD	Second Class YTD	First Class MTD	First Class YTD	Star MTD	Star YTD	Life MTD	Life YTD	Eagle MTD	Eagle YTD	Total MTD	Total YTD	Palms MTD	Palms YTD	Merit Badges MTD	Merit Badges YTD
Rough Rider 03	Pack 0382 (R)															0	0	0	0	0	3
Rough Rider 03	Troop 0048 (R)			2				2							2	0	6	0	0	0	10
Rough Rider 03	Troop 0087 (R)									1				1	3	1	4	0	0	2	4
Rough Rider 03	Troop 0137 (R)															0	0	0	0	14	17
Rough Rider 03	Troop 0205 (R)															0	0	0	0	0	12
Rough Rider 03	Troop 0205 (R)															0	0	0	0	0	6
Rough Rider 03	Troop 0261 (R)	2						2	2						2	2	6	0	0	0	0



BOY SCOUTS OF AMERICA®

Summary Scouts BSA Advancement Report

New membership entered into ScoutNET will not appear in this Membership Totals Report until the next day.

CouncilTheodore Roosevelt Council 386

Organization NameTheodore Roosevelt Council 386

Year-to-Date (YTD)From 01/01/2021 to 03/23/2021

Month-to-Date (MTD)From 03/01/2021 to 03/23/2021

Report Generated ByFrederick Hillenbrand

Date Report Generated03/23/2021

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Page 1 of 1

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Records: 5


District	Scout MTD	Scout YTD	Tenderfoot MTD	Tenderfoot YTD	Second Class MTD	Second Class YTD	First Class MTD	First Class YTD	Star MTD	Star YTD	Life MTD	Life YTD	Eagle MTD	Eagle YTD	Total MTD	Total YTD	Palms MTD	Palms YTD	Merit Badges MTD	Merit Badges YTD	
Exploring 06	1												1	0	2	0	0	1		5	
Innovators 05	28	3	9	2	20	2	20	4	10	2	26	2	11	15	124	0	0	36		310	
Pequot 02	3	12	8	2	6	4	13	2	10	4	10	2	22	17	81	0	0	11		164	
Rough Rider 03	3		4				2	4	5		2	1	12	3	30	0	0	24		105	
Shelter Rock 01	3	14	3	12	2	2	2	4	2	10	2	14	8	26	22	82	2	2	44		139
Grand Totals:	6	58	6	33	6	28	10	41	8	35	8	52	13	72	57	319	2	2	116		723

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## New (Re)Charter Reports

In addition to the many places where you can find a unit's current charter expiration date, you may have noticed that immediately below the Advancement Reports found in **ROSTER** there are two new reports to help with monitoring the unit recharter process.

- **UNITS DUE TO RECHARTER** - Shows all units in the council coming up for recharter.
- **UNIT CHARTER STATUS REPORT** - Shows the Dropped and Lapsed status of all units in the Recharter Process and any New units. It also reports total youth members and recharter date.
  - NOTE: This is a unit charter report, not an online rechartering report that reports the "Stage Status" of a unit that is in the process of using Internet Rechartering. The "Stage Status" information is only available presently via the Internet Recharter Renewal System (ICRS) report available in ScoutNet. This information remains a high priority for direct access by volunteers as soon as it can be made available.



BOY SCOUTS OF AMERICA®

Unit Charter Status Report

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CouncilNational Capital Area Council 082

Organization NameNational Capital Area Council 082

Report Generated ByFrederick Hillenbrand

Date Report Generated03/29/2021

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Group by: Expiration Status

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Page 1 of 11

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Records: 180

Expiration Status	Council Name	District Name	Unit Type	Unit Number	Gender Accepted	Chartered Organization	Members	Expiration Date	Charter Status
<><><>	<><><>	<><><>	<><><>	<><><>	<><><>	<><><>	<><><>	<><><>	<><><>
Unit Charters Dropped (Count: 180)									
Unit Charters Dropped	National Capital Area Council 082	George Mason 28	Lab	0786		The Adams Center		09/30/2020	Dropped
Unit Charters Dropped	National Capital Area Council 082	Washington 52	Post	9119		Springhouse Elementary Office	8	12/31/2020	Lapsed
Unit Charters Dropped	National Capital Area Council 082	Frederick 31	Post	9201		Langley Park Middle School	86	12/31/2020	Lapsed
Unit Charters Dropped	National Capital Area Council 082	Shenandoah 08	Troop	7886	B	St Marys Catholic School	8	12/31/2020	Lapsed
Unit Charters Dropped	National Capital Area Council 082	George Mason 28	Lab	7887		STPA Academy	5	12/31/2020	Lapsed
Unit Charters Dropped	National Capital Area Council 082	Shenandoah 08	Troop	7227	G	Good Hope Country Day School	7	12/31/2020	Lapsed
Unit Charters Dropped	National Capital Area Council 082	Shenandoah 08	Pack	7170	B	Charles D Williams	92	12/31/2020	Lapsed

## BeAScout

The BeAScout app can be very helpful to unit recruiting, but not all units use it to its fullest capabilities. As a commissioner, here are some ways we can serve our units:

1. Go to the Unit Pin Report in **ROSTER**, and check the settings for your units. The resultant report is quite extensive, so it may be easier to handle as a CSV or PDF export. This report provides important information such as: whether the unit's pin is set to Council or Unit view, contact information, WHERE the pin shows on the map (look for PO boxes without a latitude and longitude), whether the APPLY button is active, and more.

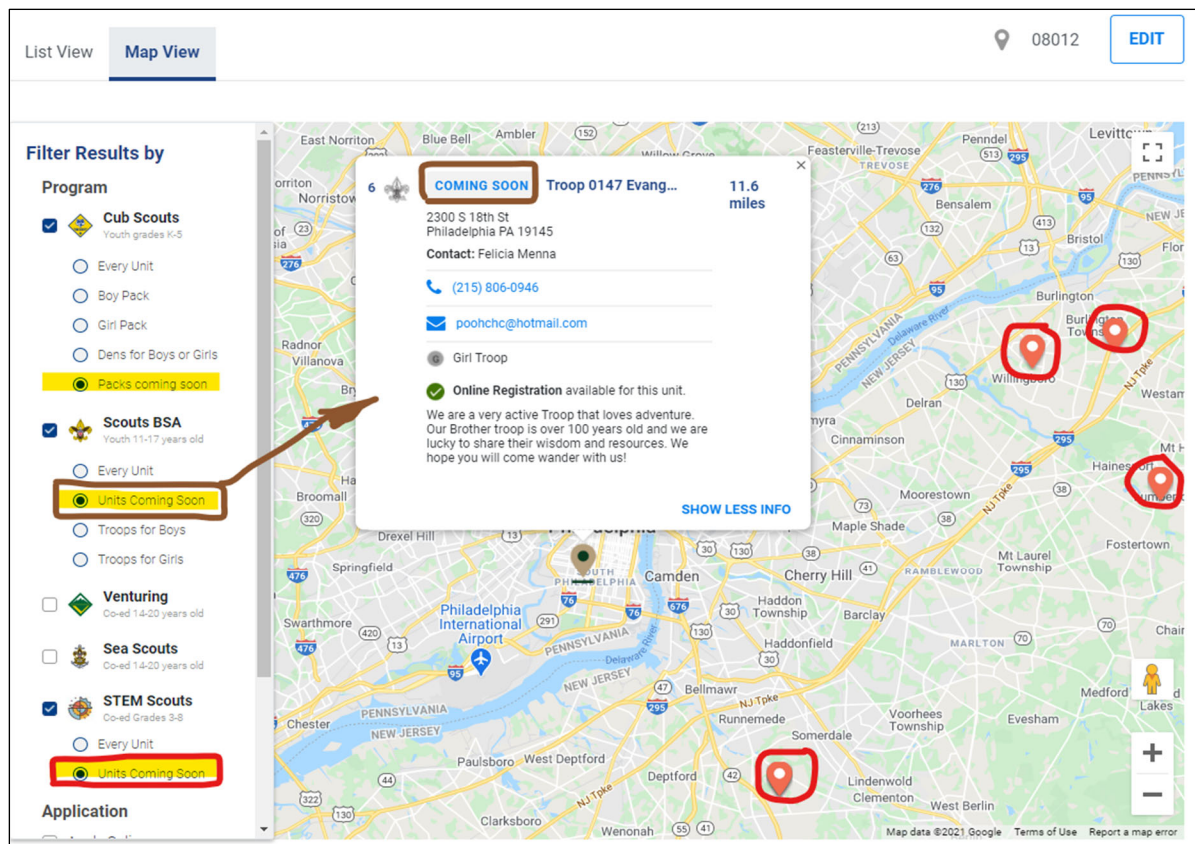
The screenshot shows the BeAScout interface for Potomac 02. On the left is a sidebar with the Potomac 02 logo and navigation links: Organization Manager, Roster, and Reports (which is highlighted). The main content area is titled 'Reports' and includes a 'SELECT ORG LEVEL' link in the top right. Below the title are date filters: 'Date From:' with a 'From' input and a calendar icon, and 'Date To:' with a 'To' input and a calendar icon. There are two report sections. The first is 'UNIT PIN', highlighted with a yellow background, with a description: 'This report lists unit pin data that will be displayed on BeAScout.org' and a 'Run' button. The second is 'RECORD OF CHANGE', with a description: 'The Record of Change report will give you a detailed list, for the date range selected, of all registration changes such as, new enrollment, transfers, drops, multiples, transfers etc. This report will report the members name, unit and status code.' and a 'Run' button.

2. As commissioner at the council level or below, you also have the ability edit a unit's BeAScout pin settings!

The screenshot shows the BeAScout interface for Potomac 02, specifically the 'Unit Pin' settings page. The sidebar on the left has navigation links: Organization Manager, Unit Pin (highlighted), Roster, and Reports. The main content area is titled 'Select a Unit to View and Update Pin Settings'. Below the title, it says 'Organization Level: Potomac 02'. There is a section titled 'Units (30)' with a search bar. A list of units is displayed, each with a pin icon (a yellow diamond with a blue 'B' or a grey 'F') and a label: 'F Pack 0002', 'B Pack 0010', 'B Pack 0024', 'B Pack 0027', 'F Pack 0029', 'F Pack 0032', and 'B Pack 0057'. At the bottom right of the main content area is a blue 'Navigate' button.

3. Another feature in **BeAScout** is Coming Soon units. As seen in the below example there are five units about to be formed. Additionally, a new feature will soon be added to BeAScout that will allow interested parties to apply for membership in a 'Coming Soon' unit.





## Commissioner Tools

- Training
  - Another reminder, while the ScoutingU team works on updating the training in BSA's Learn Center, the most current Commissioner Tools training in the form of Power Points and videos can be found here predominantly thanks to the efforts of Dave Fornadel: <https://www.scouting.org/commissioners/tools/> (Scroll down the page.)

### Phase 1 – Static Training (available via links below)

Static training is presented in PowerPoint and PDF formats and guides the commissioner through the major highlights of commissioner tools. Individual commissioners can use the documents to familiarize themselves with the functionality of Commissioner Tools. These documents also can facilitate instructor lead training for newly recruited commissioners, or as a training element in a monthly commissioners meeting. Each PDF document is the speaker notes for the Powerpoint

The topics are:

- Navigation and Simple Assessments [Powerpoint](#) | [PDF](#)
- Detailed Assessments and Unit Service Plan [Powerpoint](#) | [PDF](#)
- Commissioner Tools Reports [Powerpoint](#) | [PDF](#)
- Commissioner Tools for Administrative Commissioners [Powerpoint](#) | [PDF](#)
- Commissioner Tools for Roundtable Commissioners [Powerpoint](#) | [PDF](#)

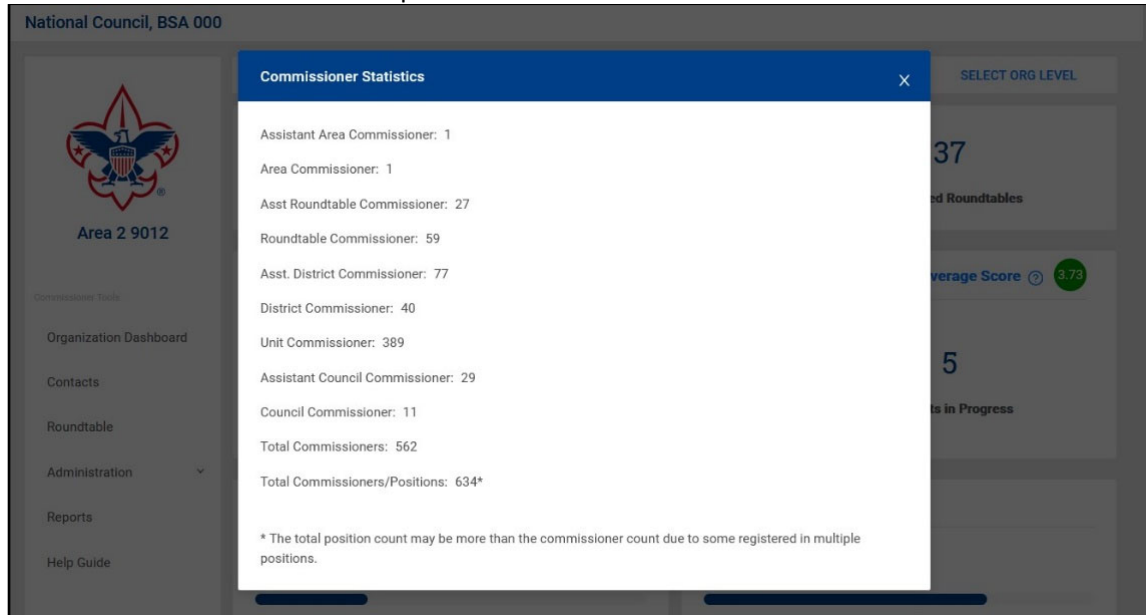
### Phase 2 – Video Training Modules

*The video training modules are below. They are temporarily being offered on this page until the BSA Learn Center is updated. PLEASE NOTE: If the modules are used from this page, credit is NOT recorded in training records.*

Click on the link to view the video.

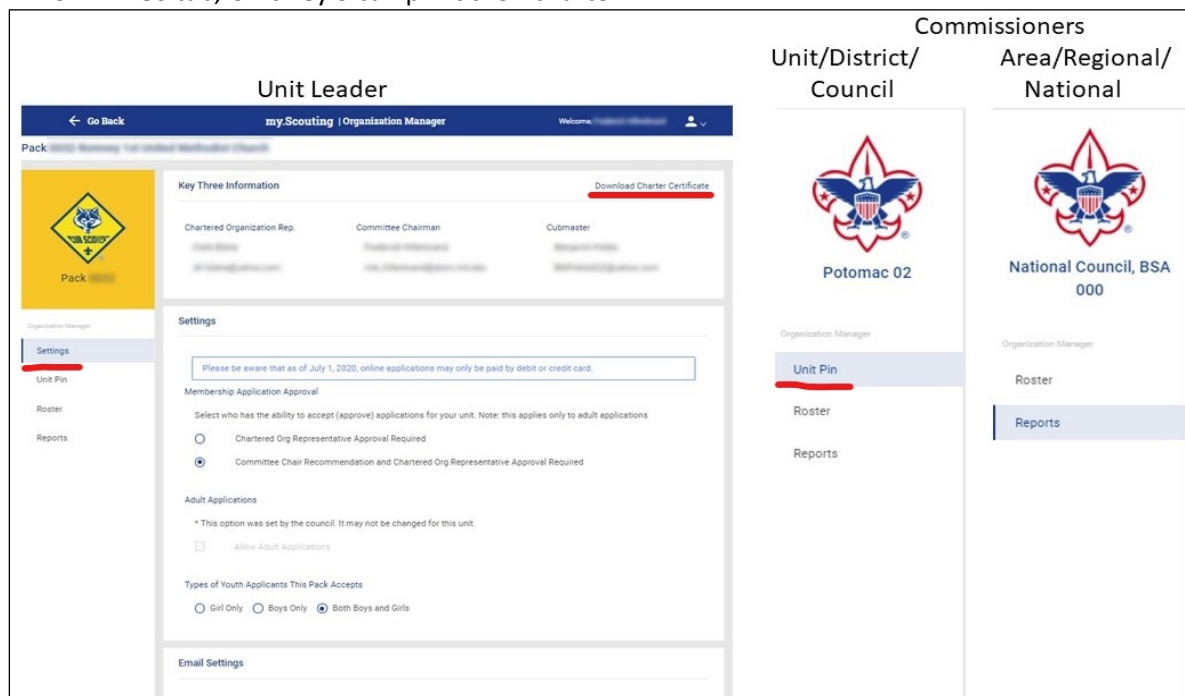
- [Commissioner Tools Supports Commissioner Objectives](#)
- [Navigation and Simple Assessments](#)
- [Detailed Assessment and Unit Service Plan](#)
- [Commissioner Tools Reports](#)
- [Commissioner Tools for Administrative Commissioners](#)
- [Commissioner Tools for Roundtable Commissioners](#)
- [Advancement, Activity Summary and Unit Charter](#)

- Enhancements
  - Added Commissioner count details via hyperlink on the word Commissioner on **COMMISSIONER TOOLS** non-unit dashboards. A report will follow later.



### Worth Repeating

- Membership Rosters. You may have noticed that regardless of whether you click on **ROSTER** or **ORGANIZATION MANAGER** it takes you to the same place: **ORGANIZATION MANAGER**. This is in part because the BSA IT group is renaming and reorganizing these functions, but this is where you go to get organizational rosters. Like many *my.Scouting* applications, the differences on what type of functionality that you see in **ORGANIZATION MANAGER** are based on your role.
  - Area, Regional and National level commissioners see Rosters and Reports.
  - Council Commissioners and below also have a tab, AND THE ABILITY, to make changes to Unit BeAScout Pin settings. (For use when the unit needs a helping hand.)
  - Unit Key 3 leaders additionally have a tab for changing the settings for Membership Applications, and the emails sent to applicants and online registrants. Note too, that from **SETTINGS** tab, Unit Key 3 can print their charter.



## **2021 Unit JTE Worksheets**

After literally months of work with the JTE Team, the commissioner technology team is on the cusp of finalizing the 2021 Unit JTE worksheets. Watch this website for when they get posted:

<https://www.scouting.org/awards/journey-to-excellence/tracking-workbooks/> .

## **Scoutbook**

- Training Environments - Thanks to new team member Ron Fedele for creating the attached two documents that explain how to use the Scoutbook and Scoutbook Den Leader Experience “sandboxes.”
- On April 12, persons on unit Leader Rosters that are not registered as a BSA member will be removed. For more information you may go to Scoutbook Help:  
<https://discussions.scouting.org/t/adult-leader-change-in-scoutbook-march-15/219827>

## **Hails and Farewells**

It’s been a while since we recognized some of the transitions on the Commissioner Technology Team; the great work done by those departing, and the knowledge and enthusiasm the new members bring.

Those who have or are about to depart the team are: Ray Ezell, Bill Cameron and Larry Tuell. As the District Commissioner of the Monticello District in what was then the Stonewall Jackson Area Council, on August 12, 2014 Ray’s district was the very first district to implement Commissioner Tools. Ray’s early user inputs were instrumental in our successful deployment of Commissioner Tools across the BSA. Although not on the team long, Bill helped us significantly when as commissioners we first started learning the intricacies of virtual video meetings. One of the original members of the Technology Team, in addition to being a Commissioner Tools “tester” Larry made sure the team remained focused on our constituency’s needs by looking at our modifications – both proposed and implemented – through the lens of the ‘typical’ commissioner user.

New to the team are Ron Fedele from the Golden Gate Area Council with expertise in **Scoutbook**, Adam John hails from the recently created Greater Hudson Valley Council who, in addition to his Scouting avocation, is the Chief Technology Officer for Civicom, Inc. with significant technology management and operational experience, and Mike Weber who is the incumbent Regional Commissioner for the Central Region.

## **Coming Down the Pike**

- *my.Scouting*
  - Ability for members to transfer between councils (ECD 2021Q2)
  - Replace Organizational Security Manager with Position Manager (ECD 2021Q2)
  - Rebuild the structure to meet the new BSA territories (by June 1)
  - BeAScout “Coming soon” units will be able to accept applications (ECD late 2021Q2)
  - Improved/Streamlined Online Registration flow (ECD late Summer 2021)
  - Continued tweaks to Membership Manager
- Get off of ScoutNet (ECD late 2021, early 2022). Requires finalization and deployment of Registrar Tools

*The Commissioner Technology Focus Group*