History
In 2012, the National Council formed Registration Shared Services to create a partnership with local councils throughout the regions that resulted in reduced council registration staff needs, council cost reduction and an overall increase in efficiency and effectiveness of operations.

Services provided by Council Registration Shared Services (CRSS)
Councils will continue to receive registration and receipt the fees locally—registration(s) and receipt are then scanned to the Council Registration Shared Services Team for the following services:

- **New Unit set-up**
  - Review all applications to ensure the BSA requirements are met, all required signatures are included and that the appropriate fees are received
  - Register all approved applicants into the Scouting program via ScoutNET
  - Add additional membership throughout the year
- **Make changes to units, as needed**
  - Chartered Organization Changes
  - Position Changes
- **Non-Unit Registrants**
  - Merit badge counselors, District Committee Members, Executive Board, Council Staff, etc.
  - Provide non-unit registrant renewal roster
- **Assistance with redistricting in ScoutNET**
- **Provide quality assurance during the “Charter Renewal Season”**
  - Email Internet Rechartering instructions and access codes directly to the unit key 3 leaders using the council’s letterhead
  - Print, assemble, and mail charter certificates, membership cards, and rosters
- **Provide notice to the appropriate council staff member(s) via e-mail regarding any incomplete or defective registrations**
- **Management reporting of unresolved defective registration**
- **Perform a weekly Criminal Background Check (CBC) via 1st Advantage on all new adult applicants and notify the council if any potentially negative results are returned**
- **Weekly printing and distribution of unit and non-unit registration membership cards for all additional registrations entered into ScoutNET**
- **E-mail customized reports to the appropriate council staff member(s):**
  - Daily Scan Status Reports (scans received, pending, posted and defective)
  - My.Scouting.org Online Pending Applications Report
  - Electronic Fund Transfer Reports (email’d twice a week)
  - Internet Charter Renewal Submittals
  - Month-end reports
  - Month-end Fee Reconciliation Report

Advantages
Why councils throughout the regions are partnering up with Council Registration Shared Services:

- Potential council cost savings
- Quality, efficiency and consistency of data entry by 20+ processors
- Membership Data Solutions Specialist assigned as the Council’s point-of-contact
- Ability for local councils to refocus resources to enhance their service delivery to recruit more volunteers into the Scouting program
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Your Council Advocates and Registrars are “down the hall.”

Scouting.Facebook.com/groups/RegistrationSharedServices