



National Executive Committee Meeting Minutes

<u>Place:</u>	Sheraton Fort Lauderdale Airport and Cruise Port Hotel Fort Lauderdale, Florida	
<u>Date & Time</u>	January 15, 2016 11:00 am	
<u>Present:</u>	<p><u>Name</u> Robert A. Hochevar, PE Larry E. Ridlen, PE Greg T. Dutton, PE Charles L. Flowe, P.E. P. Frank O’Hare, PE Samir D. Mody, PE Shirley A. Stuttler Jake Morisi via telephone Matheu Carter Roger Carriker Amanda Schumacher David A. Greenwood, PE</p> <p>Joining for the Region Reports:</p> <p>Michael D. Hurtt, PE Brian A. Krul, PE Brad S. Winkler, PE</p> <p>Leigh B. Lilla</p> <p>Thomas A. Bolte, PE</p> <p>Stan A. Harris, PE</p>	<p><u>Office</u> President First Vice-President Second Vice-President Secretary Treasurer Immediate Past President President’s Assistant President – JM Server Solutions Student / CEU Committee Chair Mid-Atlantic Region Director Public Relations Committee Chair Mid-Atlantic Region Director</p> <p>Northeast Region Director Northeast Region Director Southeast and Rocky Mountain Region Director Southeast and Rocky Mountain Region Director Great Lakes and North Central Regions Director Great Lakes and North Central Regions Director</p>
<u>Absent:</u>		

Note: Actions of the Executive Committee are highlighted in yellow.

Assignments or actions pending are highlighted in green.

- I. Call to Order and Roll Call – Hochevar**
- II. Pledge of Allegiance - Ridlen**
- III. Welcome, Introductions and Remarks –Hochevar**

President Hochevar welcomed everyone to Florida.

IV. Outstanding Expense Report – O’Hare

O’Hare made a motion that a long outstanding expense report for George Willis be approved for payment. He noted that all receipts were appropriately attached. Flowe seconded the motion and it was approved.

V. Grant Program Revisions – O’Hare

O’Hare presented his proposal for revising the Exposure Fund and Region / Section Grant programs into a single grant program administered by the Regions. The Executive Committee is to review the proposal and provide feedback. O’Hare will revise the proposal and bring it back to the April Executive Committee Meeting for approval.

VI. Governance Model Discussions - Mody

Mody presented the current recommendations of the SWOT Action Item #5 Committee (Attachment #1). There was much discussion and feedback with the conclusion being that items 1 through 3 would be presented to the Board tomorrow for approval. The remaining items will be presented to the Board for information only. These will be finalized and finished at a later date.

VII. Multiview - Hochevar

Morisi reported that Tom Morisi brought up the need to establish responsibilities for Multiview a couple months ago. The following is recommended:

1. Overall responsibility – the Public Relations (PR) Committee should have an overall responsibility for publications that represent the organization. Responsibility: PR Committee
2. Inside Lane content – For the same reason as above. Responsibility: PR Committee
3. Advertising – We need to make sure that ASHE follows up with the advertising Multiview sells so that we could potentially gain scanner advertisers. Responsibility: *scanner* editor

4. Financial – We collect a fee for the advertising that Mutliview sells. Responsibility: National Treasurer
5. Contractual aspect – Assure that Multiview is complying with the terms of our agreement with them. Responsibility: National Treasurer

Amanda Schumacher has agreed that the PR Committee should accept the responsibility for items 1 and 2. It was agreed that the above is the best solution. **Hochevar will coordinate the transition from Tom Morisi to Schumacher.**

VIII. JM Server Solutions Contract Discussion – Jake Morisi

The discussions were held via teleconference. Morisi reported on the usage statistics of the Cloud Storage and his efforts improving the database along with assisting sections with website implementation. Morisi predicted that Region access to the database should be completed within the month. The autopopulate feature for the Region pulldown is still proving difficult. Contract language regarding contract termination was discussed along with the need to develop an agreement regarding intellectual data ownership should either ASHE or JM Server Solutions elect to end the contractual relationship. **Morisi will revise and resubmit his 2016 agreement. Flowe and Morisi will work through the intellectual property ownership agreement details.**

IX. Continuing Education – Carter

Carter reminded the Executive Committee that, despite earlier reports, we are not a registered CEU provider through IACET or a registered PDH provider through RCEP. **The CEU guidelines, see link below, have not been removed. They should be removed for the time being. (www.ashe.pro/manual.html).** Both organizations are expensive, highly bureaucratic, and difficult to gain and keep certification. He stressed the need to come to a conclusion on the next step for the Society quickly to avoid confusion or problems with Sections providing PDH's. The committee sent out a survey to all of the Sections in late December to determine the level of need for national certification. The responses are due back in late January, but a few responses are in already. At the February 4th Student / CEU Committee meeting, all non-responders will be assigned to committee members for follow-up. A full summary of the survey results will be presented to the committee during the March conference call. A recommendation for the National Board will be developed and distributed. Carter recommended that a final decision be made at the April National Board meeting. The urgency exists because we have made commitments to the membership.

Moving forward, the Student / CEU Committee will work closely with the New Sections Committee to ensure that we understand the continuing education requirements of new geographies that we are moving into.

X. Public Relations Update – Schumacher

The proposed contract with Urban to prepare a marketing video for ASHE. There was discussion on how to avoid any appearance of a conflict of interest including approval of payments. Mody will approve all invoices and payments. There were discussions regarding needed changes to Urban's contract. Mody and O'Hare were charged with the final review and approval of the contract.

Schumacher reported that the PR Committee's primary efforts will be the preparation of the video.

XI. Governance Document Updates - Greenwood

Greenwood presented draft governance documents for review and discussion. The next step will be to circulate to the full board for approval. The Constitution revision process is to begin.

XII. Region Reports

The National Directors (Bolte, Harris, Greenwood, Carriker, Hurtt, Krul, Winkler, and Lilla – Hammond was delayed with travel problems) joined the Executive Committee to discuss the Region Reports (Attachment No. 1).

XIII. Adjourn at 5:25pm

Respectfully submitted,

Charles L. Flowe, PE
National Secretary

Attachments:

1. Region Reports