



# Alaska Society of Professional Engineers

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## ASPE SPRING MEETING MINUTES

April 2 & 3, 2010

### Meeting Minutes

Meeting called to order: 10:15 AM

#### 1. Roll call for Quorum: 11 present, 2 absent – Quorum Met

##### **Present:**

ASPE President:	Eric Eriksen
ASPE President-Elect:	Deb Allen
ASPE Vice President:	Angela Smith
ASPE Treasurer:	Greg Latreille
ASPE Secretary:	Katie Swenson
ASPE HOD Rep:	Dave Lanning
Anchorage Director:	Gerry Brown
Fairbanks Director:	Brad Fristoe
Juneau Director:	Maureen Hansen
Future ASPE Secretary	Mike Spitz
Future ASPE President-Elect	Michael Dean
APDC Representative	Shawn Florio (10:20 to 11:30 am)
NSPE President	Sam Grossman (1:00 to end)

##### **Absent:**

ASPE Scholarship Chair:	Frances Isgrigg
ASPE Past President:	Pat Coullahan

#### 2. Approval of Agenda:

- Add - Discussion of western pacific region and who will attend meeting. Add topic to section 9.F - Regional Director's Position. Added to agenda.
- Motion to approve agenda with addition by Angela Smith. 2<sup>nd</sup> by Gerry Brown. Passed unanimously.

#### 3. APDC Discussion

- Prior to Shawn Florio arrival – Discussion of questions for APDC: Concern from Anchorage chapter. They include a presentation from APDC member in their meeting agendas, but recently, have been getting more reports from APDC instead of a live update. Are they going to come to the Anchorage meetings? If not, they would like to take the item off of the agenda and direct people to the reports.
- APDC Update Presentation by Shawn Florio (arrival at 10:20 am)
  - See APDC 2010 Annual Report, attached.



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- ii. APDC is an umbrella corporation.
- iii. Meetings are every 1<sup>st</sup> Thursday of the month. They will be held in the BBFM conference room starting next month.
- iv. There are two voting members from each organization. This was Ted Truebood and Shawn Florio for ASPE. Ted will be resigning; he is too busy and has several upcoming duties. Ted is looking to ASPE to assign a new representative as his replacement.
- v. Whoever is chosen for the position should be interested. Doesn't matter what city (Anchorage/Juneau/Fairbanks) they are from, as long as they can participate in the annual meetings.
- vi. Colin Maynard is the president of APDC as of this march.
- vii. Issue A – General Licensure – NSPE generally supports comity so that professional engineers can get general licensure in different states and do not have to take specific discipline tests in different states. The other side of the argument is to have specific licensing so that you can recognize specific licensure. This argument is primarily associated with structural engineering. There are mixed feeling among the NSPE the board members. There are concerns with both sides. If you develop a general licensing model, then how are you going to practice within your specific discipline? The board has been approaching this with ethic guidelines that define the practice. It is up to the individual to decide what they are competent with. This is guided by ethics; but this can create confusion, issues, and complaints. A beneficial thing for this state board to consider would be to prepare a position paper to back some of these issues. The idea is that you are licensed as a general engineer but then you could have additional certificates showing your proficiency in certain disciplines.
- viii. Minutes from APDC meeting. Fastest way to get the minutes is to go to the website, or have a representative present at a meeting. They can't send out the meeting minutes before they are finalized; they have gotten in trouble for this is the past.
- ix. Shawn's responsibility as an APDC representative is to communicate our positions to the legislature. So far we have not had a lot of interaction. We haven't had anything in place so far to open up this communication. General consensus it that we would like to be more active with APDC; we all agree that the APDC Representative job has been done very well, but we all agree that we should open up the communication. Shawn would be willing to come to the board meetings once a month to open up that communication. Anchorage chapter would also like to have an APDC representative come and give a presentation of the white paper and other topics of interest. This would not need to be monthly though, this could just be on an as-need basis. The ASPE board meets every month (ASPE specific meeting are every other month), this would probably be a better venue for Shawn (or other rep) to attend to open up the communication.
- x. Motion to table discussion to later and continue with APDC report.
- xi. Issue C – State Transportation Fund. Fund would be set up and the interest would be spent. Doesn't have a lot of support from legislature at this point.



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- xii. Issue E – HB305. Both projects, the Susitna and Chakachamna Hydro Projects, will be moved forward.
  - xiii. What has been accomplished over the past couple of years? APDC has been very active in many initiatives that have succeeded and been very successful. Would be great to have some knowledge on what those successful efforts have been. Sometimes APDC's role is more behind the scenes and the success of a title isn't directly awarded to them.
  - xiv. Has anybody expressed interest in filling the APDC position? No-one so far. Randy Kinney is a possibility...he has been an APDC representative in the past, so even if he's not up for being a representative, he would be a good point of contact for a person.
  - xv. Shawn will provide a list of things that APDC has accomplished so that we can use it as a tool in recruitment.
  - xvi. Shawn will attend the monthly ASPE meetings so that we can open up communications and discuss new topics.
- 4. Approval of Past Meeting Minutes:** Motion to approve all past meeting minutes by Deb Allen. 2<sup>nd</sup> by Angela Smith. Passed unanimously.
- 5. Treasurer's Report:** Update given by Greg Latreille. See attached Annual Spring Board Meeting Treasurer's Report, April 2, 2010.
- a. Budget looks like it is very over-run, but that is because APDC charged for last year's and this year dues. They did not charge us last year.
  - b. Host chapter report budget – will be spent, shown as not spent at this point.
  - c. Last line item, Non-PEPP Practice Division Dues, we need to figure out what we want to do with this money this year. Last year we put it towards scholarships.
  - d. We are \$1,100 over-budget this year. This is including the profit we made from the seminar. We did use the seminar to offset the budget last year, but we can't rely on the seminar to be a source of profit. All the chapters have put their seminar profit towards scholarships, so using our seminar profit towards budget is not holding ourselves to the same standard as the chapters. We have money in CDs right now that we have been supplementing with, but this will run out quickly at the rate we are going.
  - e. The over-running of the budget is due to declining membership. We had 30 less members this year. Plus, our travel expenses have increased. We need to consider this and have further discussion on how to reduce our spending.
  - f. Report period is April 1<sup>st</sup> though March 31<sup>st</sup>.
  - g. Proposed budget 10-11 – Income amount has been dropped based on the membership trend. Spring meeting is in Fairbanks next year, will mean a bit more for officer travel next year. Western region dues have been \$0'd out since they have not been charging dues for the last 4 years. Line item kept as place-holder for when they do start charging again; they aren't charging now because they have money in the bank.
  - h. How do We Reduce our Costs?



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- i. APDC is our biggest cost. We should look at how many representatives the other organizations have. How much are we paying for our representatives and how much are the other organizations paying?
- ii. Dave Lanning – It would be more hurtful to reduce our representatives than it would be to have the cost. The representatives are doing their job very well in Juneau and represent what our interests are. Instead of reducing APDC costs, we should be looking at raising more budget.
- iii. Need to increase our money making. Need to come up with a plan and set it into action so that we are not repeating our yearly deficit until we have no more money to cover it.
- iv. Our dues are the lowest of any of the organizations. We could raise the membership by \$25 and make up the \$3,000 that we are over-budget. We can choose how much we want the membership to be.
- v. We need to look at doing two things: 1) Increase membership and 2) Consider increased dues.
- vi. We should still look at the finances for APDC and make sure we know how our dues compare.
- vii. We could also look at doing two seminars. This is a lot of work.
- viii. Dave Lanning – Motion to raise our membership dues by \$25. Discussion:
  1. What will the raise be for non-licensed members?
  2. What if we set up our own billing?? We have 185 members. It will cost several thousand dollars to get the billing set up; it is very expensive. Other states have tried to do this and it has blown up in their face. Members will be getting two bills – one from National and one for State. This is confusing and complex and does not support membership increases. Would not be a cost savings. Benefit would be to have more contact with our members but we can do this in other ways.
  3. National is looking at simplifying the billing process. Will reduce the number of options when becoming a member.
  4. Should the increase apply to non-members? Students are free.
  5. Angela Smith – Moves to amend the motion to apply only to non licensed members. Greg Latreille 2<sup>nd</sup>s the amendment to the motion.
  6. Do the chapters need increased dues? Anchorage is ok. Fairbanks and Juneau are ok. The only thing is that sometimes chapters choose not to do things because they do not have the budget.
  7. **VOTE – Unanimous– Membership dues will be increased by \$25. This will apply to licensed members only.**
  8. Greg Latreille – Motions to increase the non-licensed members by \$10. Angela Smith 2<sup>nd</sup> the motion. **VOTE – Unanimous. Non-licensed membership dues will be increased by \$10.**
  9. These motions change the bylaws; new amounts will need to be updated in the bylaws. In addition, the board voted previously to reduce student membership



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from \$15 to \$0; this was passed previously and also needs to be added into the bylaws. Will be changed with bylaw revision.

- i. Teleconference Costs
  - i. Spent \$175 on ASPE teleconferences only. It may not seem like a lot, but it makes a difference in the budget. The way we make the teleconferences less is to have less lines and travel to one location – 1 line is more like \$16...instead of \$55 which we have had in the past.
  - ii. Everyone could chip in \$20 to cover the costs.
  - iii. Could use Skype or another type of free online chat. Everyone will see if they can get set up. Will have a test-meeting on the 13<sup>th</sup>. Mike Spitz will send out an invite and directions to get it setup. April meeting will be a test Skype meeting.
- j. Angela Smith – Motions to approve the FY10-11 proposed budget with the modification for the dues income. 2<sup>nd</sup> – Deb Allen. **VOTE – Unanimous. Proposed budget FY10-11 is passed with the approved dues modifications.**

## 6. Membership Report:

- a. Sam Grossman - Since the 60s NSPE has had a linear 6% decrease in membership which matches the death-rate in the US almost perfectly. We have a large mixture of older members and are not bringing in new young members.
- b. A large majority of the engineers in the lower 48 are non-US citizens. We are not graduating as many civil engineers in the US. About 300,000 engineers graduate yearly from India. Their colleges are set up to do this. They are part of the Washington Accord. India and Japan have an agreement that their programs are up to a standard and they can come to the US and complete their education and practice engineering.
- c. We need to come up with a model for United States. Work with NCEES to come up with a model law. Engineering world has so many organizations (NPSE, NCEES, ACES, SAME, etc); so when we all say we represent the engineering community and ask for funding, we confuse the legislature and nobody gets funding. We need to have a single voice. In Korea and South Africa, their engineering licensing is an extension of the government. Bottom line is that we are not getting the younger members.
- d. We also have a problem with retention; people join for 2 to 4 years and then drop out.

## 7. Scholarship Report:

- a. Last year, people were donating through AEEF for the ASPE scholarship.
- b. \$8 dollars of people's dues, is they are a member of anything else besides PEP, go towards the scholarship. \$1000 scholarship - \$500 from non-PEP practice division dues and \$500 from donations. Brad Fristoe motions to take non-PEP money and put it towards the scholarship and that that scholarship amount should be \$1,500. Deb Allen – 2<sup>nd</sup>. **VOTE – Unanimous. Non-PEP membership dues will go towards the scholarship and this amount will be \$1,500.**

## 8. Chapter Director's Reports



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- a. Anchorage – Update given by Gerry Brown. See attached Anchorage Chapter Semi-Annual Report, March 2010. Recognition given to Gerry Brown for the outstanding job he has been doing.
- b. Fairbanks – Update given by Brad Fristoe. See attached Fairbanks Chapter Semi-Annual Report, April 2010.
  - i. Fairbanks has a chapter website. Brad will send the link to Greg so that he can put it on the ASPE website.
  - ii. Fairbanks website has a PDH recording site. This has been very useful and a great tool for many people. Anchorage chapter should look at using this as an example if they do one.
- c. Juneau – Update given by Maureen Hansen.
  - i. Update given on Juneau officer positions. Still do not have a treasurer or secretary; president has been managing these positions on his own.
  - ii. E-week banquet speaker was Bruce Boller from DOT headquarters. Was a very successful presentation.
  - iii. Halibut feed will be held again this year, June 4th. Will present Loren Rasmussen with fellowship at this event.
  - iv. Seminar went very well in Juneau. There is definitely interest in having more annual seminars. People preferred a half-day seminar vs. a full day so they can still get a half day of work done.
- d. Chapter Budgets – Need budgets from each chapter. Need the actual budget from last year and the projected budget for this upcoming year. Submit to Greg by next Friday so it can be completed before the budget is passed over to Angela.

## **9. ASPE Calendar Update:**

- a. Deb will be stepping down as an active board member, but will continue doing the calendar updates.
- b. Halibut feed is June 4<sup>th</sup>.
- c. No-one gave Deb updates for this year so she gathered any information she could.

## **10. Old Business:**

- a. Continuing Education Seminar
  - i. Should have the committee consider topics and present to the board for consideration. We are not ready not to consider topics now. We don't have any list of suggestions or presented ideas to discuss.
  - ii. Are the current members willing to continue with the committee?
  - iii. Maureen Hansen – Would like the board to decide who the speaker will be and then the committee can set the speaker and seminar up. It's too much for the committee to choose the speaker and then set the seminar up.
  - iv. Need to set up an idea committee to choose the 2011 seminar topic. Need to have topic chosen by September in order to do the seminar in October/November.
  - v. All board members should be thinking about the topic.
  - vi. The committee still stands with the current members; will brainstorm on topics.



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- b. 2010-2011 ASPE Officers and Board Election Results
  - i. Results sent out. All nominated officers won the election.
  - ii. New officers will take over after the installment tomorrow night.
- c. E-Week Activities Report
  - i. Covered in Chapter Reports.
- d. 2010 NSPE Conference (who, July, Orlando)
  - i. President and President-Elect are encouraged to go. Greg is planning on attending.
  - ii. NPSE also encourages the president-elect to go because it does a lot for that person to become updated with process. Need continuity of leadership.
  - iii. Meeting is in July in Orlando.
  - iv. \$600 to cover HOD rep to go to both the National and Annual Conference. There is \$300 to cover the President to go to the National Meeting.
  - v. Gerry motions that the 1<sup>st</sup> night of hotel costs be covered for him to travel to the National meeting. He would be attending as a non-voting member. Gerry's interest in going is to figure out what we need to do to host the annual meeting which will be in Anchorage next year. So he can experience what we will need to do and what events are put on to have the meeting. So Anchorage knows how to prepare and what other places do. Having him down there (having 2 people) helps show that we are serious about the annual meeting here next year. Brad – Would support the motion. What he will learn and get accomplished. Mike Dean 2nds the motion.  
**VOTE – Unanimous. 1 night's hotel room will be covered for Gerry Brown to attend the Annual Meeting in Las Vegas.**
- e. Regional Director's Position (Support for Dave James of Nevada)
  - i. Regions do not exist anymore. Each state has an HoD representative. Half of the standing committees were gotten rid of – Sam asked for reports from all of the committees; if they hadn't done anything in the last two years, the committee was dissolved. Committees were not working and people were spending a lot of money to get nothing done.
  - ii. Before, vice president had no duties except to wait to become president. Now, the Vice-President manages the committees. He is also the liaison for the IT person. Treasurer is now the chairman of the budgeting committee and is involved in the bigger piece of the planning leadership. Each job has defined responsibilities so everyone knows what they are supposed to do. Power is also dispersed more evenly among the president, president-elect, past-president, etc.
  - iii. Dave James as Regional Director will sit on the board.
  - iv. A letter of support could be sent for Dave James. He is the stand-alone candidate for the position and is the best person to have raise his hand for the position. So a letter is not necessary. We could just let him know that the vote of the board supports him.
  - v. Brad Fristoe – Motions to support Dave James as Regional Director. Greg Latreille 2nds motion. **VOTE – Unanimous. Board supports Dave James as Regional Director and our vote at the National meeting will support this.**



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- vi. If we have someone that is interested in going to the next step with National leadership; we need to put this person forward to Sam Grossman so he can start pulling that person in on a National level. Can pull that person into whatever committee they are most interested in.
- vii. For Example - National will be putting a task force together to look at the model law. Would need new people in this task force.
- viii. People have been recycling through positions and this is not a good thing. Need new people that are excited and interested.
- f. Bylaw Revision Committee
  - i. Constitution has been re-drafted. This meeting the constitution will be finalized.
  - ii. Color coded document of bylaws shows all the changes. Committee will meet for an hour after this meeting to finalize the bylaws. Will come up with a finished draft to present to the board tomorrow.

## 11. New Business:

- a. Legislative Fly-In (APDC Report) – Done earlier today. Update given by Shawn Florio.
- b. NSPE President Sam Grossman – Updates given throughout meeting; presentation tomorrow.
- c. Foraker Group Training ([www.forakergroup.org](http://www.forakergroup.org)) – None.

## 12. Tomorrow:

- a. Will continue with ASPE meeting from 9-11 am.
- b. Will have Sam Grossman go through the power-point presentation during this time.

**13. Meeting Recessed for the Day:** 1<sup>st</sup> Greg Latreille; 2<sup>nd</sup> Maureen Hansen; Unanimous. Meeting adjourned at 4:33.

**14. Saturday April 3<sup>rd</sup>, 2010 - Meeting Re-Called to Order:** 9:26 AM

**15. Roll Call for Quorum:** 12 present, 2 absent – Quorum Met

### Present:

ASPE President:	Eric Eriksen
ASPE President-Elect:	Deb Allen
ASPE Vice President:	Angela Smith
ASPE Treasurer:	Greg Latreille
ASPE Secretary:	Katie Swenson
ASPE HOD Rep:	Dave Lanning
Anchorage Director:	Gerry Brown
Fairbanks Director:	Brad Fristoe
Juneau Director:	Maureen Hansen
Future ASPE Secretary	Mike Spitz
Future ASPE President-Elect	Michael Dean



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NSPE President	Sam Grossman
AEEF Executive Director	Pat Crisenbery (arrival @ 10:00 am)
Future AEEF Executive Director	Steve Shrader (arrival @ 11:00 am)
<b>Absent:</b>	
ASPE Scholarship Chair:	Frances Isgrigg
ASPE Past President:	Pat Coullahan

## 16. Constitution:

- Revised constitution passed out to all board members for review.
- Article I, Section 1 – Name should not have “THE” in our name. Should be “Alaska Society of Professional Engineers”.
- Article V, Section 2 – Voting should be based on the majority of the board at the meeting. Right now it says 20 percent of the membership and this does not work. Can never get 20% to vote; need to be able to conduct business in our board meetings. Will change to 2/3 of votes cast. This will allow us to conduct business with whoever wants to vote; if 24 people vote, would need 16 votes to have a majority ruling.
- Greg Latreille – Moves that we accept the amended constitution, with the changes discussed, so that it can be sent out to the members for a vote. 2<sup>nd</sup> – Deb Allen. **VOTE – Unanimous. No abstentions. The amended constitution, with the changes discussed, will be finalized and then sent out to the members for a vote.**

## 17. Bylaws:

- Revised bylaws passed out to all board members for review.
- Update new dues amounts approved yesterday by the board.
- Article 3, Section 3 – Should officers of the state board be required to be P.E.s? National board requires this. In the past, we have had EITs be on the board. Don’t want to exclude young leaders. If a young person wants to join and is excited about it, it would be a mistake to prevent that person from volunteering. Shall be current members of NSPE and should be on the licensure track (EIT or PE).
- Need to define the board members. Not all positions are currently in the bylaws. We’ve left out chapter directors, HoD rep, past-president, scholarship chair, etc. Need to revise to include positions.
- We have the letters of the law guys out there that will read every word of the agreement.
- Comments on the bylaws due by Friday April 9<sup>th</sup>. Can discuss in the April board meeting.
- We should send the constitution and bylaws out together so that everything is transparent to the members. Bylaws need to be cleaned up. Committee should do this. Angela volunteers to do a review for grammar and consistency in wording and references. Will do in red pen and send out to the board.
- Brad Fristoe – Motions to accept the framework that the Constitution and Bylaws Committee have put together as the direction that we want to go. And that we will take this framework, add the cleanup items that we have discussed today, and send it out to the board for a vote. 2<sup>nd</sup> – Michael Dean. Discussion:
  - Do we need a deadline?



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- ii. Does this include Angela's redlines? Yes.
- iii. Do we want to send out the current version of the constitution and bylaws so everyone can see how the documents changes. Yes.
- iv. The president should send a letter to accompany the documents, explaining the changes and the direction the board is moving in.
- v. Would like to see this happen soon while we are all involved. Don't want to let this sit for another year. No deadline. We just need to stay on track.
- vi. **VOTE: In favor – 13. Against – 0. Abstain – 1. Motion passes. We accept the framework that the Constitution and Bylaws Committee have put together as the direction that we want to go. And we will take this framework, add the cleanup items that we have discussed today, and send it out to the board for a vote.**

**18. Presentation Given by Sam Grossman – 9:45 AM to 11:45 AM**

**19. Adjourn:** Meeting adjourned @ 11:50 pm.

## Action Items

Shawn Florio – Will send a list of the APDC accomplishment over the past few years.

Brad Fristoe – Send Greg the link for the Fairbanks website.

Mike Spitz – Send invite for Skype meeting next Tuesday.

All – Think about seminar topics and ideas.

## Attachments

- Agenda
- APDC 2010 Annual Report
- Annual Spring Board Meeting Treasurer's Report, April 2, 2010
- Anchorage Chapter Semi-Annual Report, March 2010.
- Fairbanks Chapter Semi-Annual Report, April 2010