



Alaska Society of Professional Engineers

A state society of the National Society of Professional Engineers



ASPE March Board Meeting Minutes

23 March 2012 (Friday)

Location: BBFM Engineers Conference Room, 510 'L' Street, Suite 200, Anchorage, AK

Time: 10:00 am to 5:00 pm

1) Roll Call

- *Meeting called to order 10:11am*
- *Officers Present:*
 - Greg Latreille – Immediate Past President, NSPE House of Delegates Rep*
 - Gerry Brown – President Elect*
 - Angela Smith – Treasurer*
 - John Pekar – Anchorage Chapter Director*
 - Brad Fristoe – Fairbanks Chapter Director*
 - Maureen Hansen – Juneau Chapter Director*
 - Galen Johnson – Vice President*
 - Michael Dean – President*
- *Officers Absent:*
 - Michael Spitz – Secretary*
- *Guests Present:*
 - Kevin Ross – Incoming Secretary (2012-2013) [Minutes Recorder]*
 - Darrell Wetherall – Incoming President Elect (2012-2013)*
 - Chris Stone – NSPE President*
 - Ken Walsh – Former NSPE President*
 - Colin Maynard – Former APDC Pres / AELS Board Member (afternoon only)*

2) Approval of Agenda

- *Motion to approve by Greg, 2nd by Angela, approved*

3) Question for any Conflict of Interest

- *None*

4) Approval of Meeting Minutes

- a) *October 2011 Board Meeting in Anchorage*

- i) *Postponed - Minutes unavailable. Greg to pursue getting notes from Mike Spitz or work to consolidate notes he and others took at that meeting into minutes.*
 - b) February 2012 Teleconference
 - i) *Postponed – Unclear if minutes were taken. No one present confirmed he/she took minutes. Greg will check if he has notes.*
- 5) Treasurer's Report – A. Smith (Appendix ??) (10:27)
- *Formal Written Report provided for 4/1/2011 to 3/31/2012*
 - *Report Highlights*
 - *Switch from First National Bank to Wells Fargo is complete. All funds for checking and savings now in Wells Fargo accounts. ASPE accounts at First National Bank of Alaska have been emptied and closed.*
 - *IRS – ASPE (state), all chapters, and PEPP are current with the required IRS filings are not in danger of losing tax exempt status.*
 - *Fairbanks Chapter- The chapter's fiscal year on file with the IRS does not align with that of the state and other chapters. Brad and Angela to coordinate filing the appropriate forms to change the dates for the tax year*
 - *Reimburse Darrell's hotel room – Note that Darrell's hotel room was reimbursed under budget line item "Incoming President Elect Travel to Annual Meeting" as was decided by the Board via an email vote given Darrell's particular situation (discussed under line item 13b)*
 - *Wells Fargo issued a debit card & approved a credit card linked to ASPE's accounts. Angela has possession of these cards and would like to discuss a written policy for using them.*
 - *Motion to accept the treasurer's report was made, duly seconded, and passed.*
 - *Angela stated that she still does not have approved meeting minutes or other direction from the ASPE Board of Directors to obtain an Alaska Airlines Credit Card. A motion to authorize Angela to apply for and obtain an Alaska Airlines Visa for approved ASPE expenses was made by Maureen, 2nd Greg, Passed*

- *Someone should look into developing a written policy for the Alaska Airlines credit card w/checks & balances*
 - *Research should be done to see if it is possible to donate airline miles to charities.*
- a) Review/Approve FY12-13 State Budget (Appendix ? – Revised Budget)
- *Motion to approve proposed budget by Greg, duly seconded. The budget passed as revised below*
 - *Decrease Darrell's travel reimbursement from \$450 to \$375 Revised total budgeted Officer travel cost is \$4,550.00.*
- 6) Chapter Reports
- a) Juneau – Maureen Hansen
- *No written report*
 - *The chapter has had monthly meetings, held jointly with the local chapter of ASCE.*
 - *50-60 people attended the E-Week Banquet*
 - *Still cooperating w/Juneau ASCE for meetings, financial and other administration*
 - *One idea to increase attendance at monthly meetings is to combine engineering societies for the meetings, which is something that other states have started doing*
 - *Several states also offer reward incentives to members for attending meetings.*
 - *Maureen has noticed lower meeting attendance ~10% of members actually involved.*
 -
- b) Fairbanks – Brad Fristoe
- *See written report (Appendix ??)*
 - *Chapter budget not yet prepared / available.*
 - *Angela has requested budget and In & out report to be sent to her when complete.*
- c) Anchorage – John Pekar (11:18am)
- *See written report (Appendix ??)*
- d) Changes in Chapter Director Positions – no changes in chapter directors at this time.

e) Virtual Chapters - discussion

- *Greg stated that he thinks some states have formed virtual chapters – interact through website/facebook*
- *NSPE already has groundwork for virtual chapters*
- *ASPE Anchorage and Fairbanks chapters could record lunch meetings – post on Youtube for virtual members all over the state – Chris Stone suggests a comprehensive test be made available for individuals who wish to CEUs as a means of verifying that they did attentively watch the online seminar. This is being done in other states. Gerry stated that we would want or need to increase the ASPE website capabilities to accommodate a virtual chapter in AK.*
- *Virtual Chapter Meetings: can use Skype “Go-to Meeting” may work better for all users, as it is web-based and does not require the host to install program like Skype does.*

Mike Dean appointed a Virtual Chapter committee consisting of the following members: – Kevin Ross (chair), Greg Latreille, Gerry Brown. 12:00 pm – 12:51 pm: Recess for Lunch

7) Scholarship Report – Frances Isgrigg (*not in attendance*)-Presented by Mike

- *9 scholarships awarded at E-Week for a total of \$17,000.*
- *Replacement for Frances – Frances has agreed to continue as ASPE scholarship chair, but she would like to step down in the next year and is looking for replacement at her own pace.*

8) APDC Report / Update – John Pekar (1:00pm)

- *Current AELS Board items and bills:*
 - a. Full time investigator: the AELS Board is concerned about insufficient resources to adequately pursue potential violations and would like the state to hire a full-time investigator specifically for AELS violations investigations. It does not look like the state will grant it at this time.*
 - b. Looking to fill the spot for the mining/petroleum engineer on AELS board. The legislature may choose to appoint another chemical engineer to take this spot.*

- c. *A recent ordinance passed which will add 4 members to the Anchorage Building Board, making it a board of 15 members, divided into (3) 5-member panels.*
- d. *The Board is looking to tighten up its language on incidental practice and specialty engineer exemptions to try to prevent engineers from practicing outside their areas of expertise.*

9) Status and direction of NSPE – Chris Stone (1:20pm)

- *Legislature – focus on QBS, licensure of eng. Faculty, infrastructure improvements, energy/sustainability and homeland security*
- *NCEES model now includes the requirement for a 30 additional credits beyond a bachelor's degree (B+30) for all licensees by the year 2020, although it is unclear whether any states will adopt this into law., Internationally Japan, Korea, Canada, and most European countries require a 5yr degree for licensing professional engineers.*
- *Chris Stones "LEADERS" campaign has been a large focus of his presidency. He is promoting the material found on the NSPE website, as well as material on facebook, Youtube, and Twitter to help elevate the image of the professional engineer and reinforce the value of NSPE.*
- *NSPE continues support and work for student programs such as Math Alive, MATHCOUNTS, Future Cities, and JETS for middle/high school students to promote STEM education. At the recent Future Cities National competition, 3500 middle school kids were in attendance, and their work was very impressive, amazing. Stone recommend doing a Future Cities competition in AK.*
- *There are currently ~40,000 active NSPE members, and that number is and has been declining at a steady rate over the past decade or so.*
- *The B+30 article in PE magazine explains how we need new methods for recruiting members due to the smaller pool of engineers. www.raisethebar.com has a video that discusses this issue.*

- *NCEES is piloting a new computer-based FE exam. The exam cost increased from \$125 to \$250.*
- www.RaiseTheBarForEngineering.org – Site recommended by Stone.
- *Discussed Engineering Good Samaritan Law*
- *Discussed recent letter from the Iowa Engineering Society (IES) stating that they will be severing their ties with NSPE effective July 1, 2012. President Stone stated that he was surprised, saddened, and disappointed with this letter, and that NSPE staff and Board members are attempting to work with IES to keep them in the NSPE family. It appears that the decision was instigated largely by the IES executive director, who is also the executive director of Iowa ACEC. Per Stone, 90% of those who voted were in favor of the split, but only 30% of the membership voted. Ken Walsh added that the NSPE Past Presidents Council is also appealing to IES to get them to reconsider. Stone added that NSPE is also reaching out to individual members and plans to market National-only membership to them if the split goes forward.*

10) Strategic Planning - Ken Walsh (1:53pm)

- *Mission & vision statement – ASPE needs to establish and approve current mission and vision statements. Should the board find and fix what is already in place or start from scratch?*
- *The benefits of an AEEF Strategic plan are that it would give energy/motivation for the current moment, which will better address long term difficult problems*
 - *The process of going through discussion is important,*
 - *Ken Walsch has experience with strategic planning and can help facilitate.*

11) Committee Reports

a) Juneau Chapter Membership – Greg/Darrell (2:17pm)

- *There is interest in ASPE in Juneau. ASPE needs to help people recognize the difference between ASPE AND ASCE and understand why involvement and membership in each is separately important. DOT may not be interested in supporting employee membership, but it is a large pool of engineers that should be contacted and pursued. Chapter officers*

and other members are having difficulty finding younger members, but the committee will seek to contact younger engineers separately, give them a new message to try to get them on board. UAA Southeast is building a new engineering program – more opportunities for involvement of current and former students, as well as local employers by helping to build ties between the student population and the engineering community.

- *ASPE must focus on keeping in contact with members. Efforts in Juneau may result in new members, but contact with new members must be maintained in order to ensure they stay on.*
- *Interactive website will benefit – attractive to potential members.*
- *A virtual chapter, if implemented, may work against the efforts to revitalize the Juneau chapter.*

b) Continuing Education – Gerry (2:26pm)

Current ideas:

- *Standard of Care / Standard of Practice Workshop: Discussion and workshop with a panel made up of practicing engineers and municipal and state reviewers. Open environment for discussing issues - (1/2 day) Committee must focus time on standard of care to make it effective, as it will take a lot of work to arrange panelists.*
- *Sandman Seminar (1 day) – Essentially a repeat of Peter Sandman's 2007 seminar on Outrage.*
- *Conoco Phillips contact –Myers Briggs assessments - dealing with difficult people (1/2 day)*
- *Environmental engineering refresher course – mesh with civil, state does environmental & Chapter does civil*
- *Engineer comedian for E-week – fundraising event? Don Mcmillan – Stanford masters w/computer technology – has interest in coming to Alaska – share AK locations to get better deal – rent Bear Tooth/Blue Loon? Put on fundraiser and have him put on banquet.*
- *Some states - mixing ethics and state licensure requirements (1/2-full day)*
- *1 day project management seminar*

Gerry to step down as chair of committee. New Chair of Continuing education committee – Angela

- c) Membership Committee – no formal report. ASPE active member numbers: *179 up to 183*
- 12) Old Business
 - a) Policy Binder, Coordinated through Greg – in progress.
 - i) Position Responsibility Papers
 - *Want to create written document of responsibilities*
 - b) Alaska Industrial Exemption from PE Licensing Laws – *Mike -(2:53pm)*
 - *Current Alaska exemption still requires anything that affects the health and safety of public to be signed off by PE. AK is not far off from being in full compliance with NSPE recommendations.*
 - c) IRS Tax Filing – State, Chapter and PEPP.
 - *Yearly report - Status in Treasurer's report*
 - *Angela working on coordinating the fiscal years for the state, all chapters, and PEPP. To change the fiscal year dates, an organization must file a short year to get caught up.*
 - *Fairbanks chapter is late and needs to file 990-N*
- 13) New Business (2:56pm)
 - a) Officer Election
 - i) Board to certify ballot results – *Presented by Greg*
 - *President – Gerry Brown*
 - *President Elect – Darrel Wetherall*
 - *Treasurer – Angela Smith*
 - *Secretary – Kevin Ross*
 - *Motion to accept results by Brad, 2nd by Galen, approved*
 - ii) Board to recognize new Officers-Elect
 - *Officers-Elect recognized*
 - b) Reimbursement policy for Officer Expenses – discussion:
 - *Darrell's circumstances were such that he could get a very inexpensive plane fare if he were not going to have it reimbursed. He would have to pay the full fare if he were going to be*

reimbursed. He therefore asked if ASPE would reimburse his hotel in lieu of his airfare, with his hotel charges totaling significantly less than his full-priced airfare would be. It was decided that ASPE reimbursing his hotel in lieu of his airfare would be a win-win, and it was thus approved. This opened a discussion on how ASPE should handle future instances of this type.

- If an officer can get cheap or free travel, including using airline miles, should the cost of the travel be used as the basis for reimbursing hotel costs or other costs associated with attending the meetings?*
- Should ASPE create an explicit policy or deal with such instances case-by-case?*
- It was generally decided to evaluate situations case by case – no action required.*

c) PDH credit for Officer Participation (8 PDHs per year max). (3:25pm)

- Officers get credit for 1PDH for 2 hours of time with society*
- 8PDH max per year*
- Rules are written into the statutes and regulations*

d) E-Week – report on Activities

e) No report given

f) Engineer of the Year – ASPE statewide vs E-Week

- Currently no statewide ASPE Engineer of the Year (EOTY)*
- Every chapter has a unique EOTY process*
- Anchorage: Anchorage chapter of ASPE selects an EOTY, that individual is automatically nominated for the Anchorage E-Week EOTY, The Anchorage E-Week EOTY is selected from the candidates put forth from the 7 participating engineering societies. Some of the participating societies put forth a state-wide EOTY, such that the Anchorage E-Week EOTY is not always from the Anchorage area.*
- Fairbanks and Juneau: Selects one EOTY from all local engineering society chapters*

g) SDC Associates Seminars, – Gerry

- ASPE will continue to pass along notices of SDC Seminars to members.*
- This recurring item is to be removed from agenda*

- *For future ASPE Seminars and workshops, ASPE members should receive a significant discount, similar to the typical discount offered on SDC Seminars (\$349 discounted to \$99) to help attract and retain ASPE members.*
- h) NSPE and ASPE Graduated Fees Program – Greg (3:34pm)
- *Per the program, state and national dues are discounted for the first 5 years out of college. (discounts are such that members in the program pay 20% their first year out of college, 40% their second, 60% their third, 80% their fourth, and no discount their fifth year.)*
 - *States can elect to participate in the program*
 - *AK has not addressed it. There have been no requests for it.*
 - *If AK wishes to pursue this program, the Board will need to address how to split up the dues to the appropriate chapter and practice division. Generally agreed to pro-rate chapter and interest group dues*
 - *National keeps track of members enrolled in the program and charges them accordingly.*
 - *NSPE piloted electronic forms for students for select group in July*
 - *Motion to proceed with establishing graduated membership dues by Gerry, 2nd by Greg, approved*
 - *Angela to contact nationals about initiating graduated dues schedule.*
- i) Nominations for NSPE positions
- i) NSPE Director, Membership at Large (2:10pm)
- (1) Craig Bledsoe – potential candidate, appeal to board for nomination:
- *Joined ASPE in 1980*
 - *moved to Anchorage area in 1993*
 - *proctor at UAF FE/PE exams*
 - *worked on legislative fly-ins, airline/military background*
 - *able to travel for free/cheap*
 - *interested in representing ASPE/NSPE on national level*
 - *National involvement – discussing/exchanging documents about safety engineers and adding it to NSPE Model Law.*

- *Board Resolution: After closed discussion, ASPE Board decided not to nominate or endorse Craig for this position. His time and effort with ASPE is appreciated but does not include leadership at the chapter level or participation at the state, regional, or national level which would be important for a potential candidate for a spot on the national Board of Directors.. Mike Dean will inform Craig of the Board's decision and will encourage Craig to focus his efforts at the Chapter and state levels at this time.*

j) Infrastructure Report Card

- *No discussion*

14) "Race for Relevance" – NSPE sent this book to all state society House of Delegates reps to read and pass among leadership – Greg read the book and passed it off to Mike Dean at this meeting, offered the following synopsis:

- *Lots of changes in society and lifestyles over the past couple decades, but organizations (such as ASPE/NSPE) continue to operate the same way they did 40 years ago and wonder why it doesn't work as well.*
- *The book lists some radical changes to keep pace with changing times and member needs:*
- *1) Cut unnecessary positions from the Board of Directors. 5-6 individuals tend to make the most effective Board size. Be sure that Board members are selected based on competency, not seniority, personal, or other reasons.*
- *2) Empower CEO and staff*
- *3) Revamp committees – get rid of committees that do not have a specific purpose. Constantly force committees to assert their function and worth to the organization.*
- *4) Evaluate relevancy of products, programs and services. What is the net cost of each? Does it supply a necessary or central benefit to the members of the organization? Are members using it? An unused program is not effective and must either be terminated or better advertised to members.*

15) Western and Pacific Region Annual Meeting, Eugene, OR 12 May 2012
(4:15)

- *Saturday, May 12.*
 - *The agenda has not yet been distributed*
 - *Oregonengineers.com – May 10-11 seminar \$395*
 - *Regional Update– Greg (4:18)*
- a. In the most recent teleconference meeting of the Region, revised Operating Procedures were presented by a committee set up for the purpose of revising the document. The revised Procedures were accepted unanimously. The Region Operating Procedures constitute the governing document for the region and are essentially its bylaws. The revised OP's have been sent to National for approval.
 - b. The Regional Officer Nomination Committee has unofficially selected nominees for the coming year: Doug Hendrickson of Washington for Region Director and Jeffrey Wheaton of Guam for the National Candidate Screening Committee Member.
 - c. Dave James of Nevada is trying to bolster regional participation from Utah, although has not made significant progress as of yet. California and Montana are also typically not active in regional meetings and teleconferences.
 - *Director At-Large – Dave James from Nevada Interested in this position.*
- 16) NSPE Annual Conference, San Diego, CA, 11 to 15 July 2012
- *Agenda supposed to be out April 1*
 - *ASPE encourages attendance of state President & President-Elect, Gerry Brown and Darrell Wetherall. They will both try to make the meeting. Greg's attendance is required as Alaska's representative in the National House of Delegates. He plans to attend. Mike Dean also plans to attend of his own accord.*
- 17) Other Reports
- a) BRAELS regulation changes (4:23pm)
 - i) Implementation Date was 11 March 2012
 - *Mike creating cover letter for changes to be reviewed*
 - *Article in PE magazine*
 - *Need to get view from engineering community/NSPE members to put together one voice for stand on licensure*
- 18) The Year in Review (4:46pm)

- a) AELS Revisions to Statutes and Regulations implemented
 - b) Alaska Airlines EasyBiz account established
 - *Have not gotten credit card yet*
 - c) *Switched bank accounts*
 - d) *Discussion was held about the idea of having a conference focused on appropriate ways to document PDH's.*
- 19) Adjourn
- *Motion to Adjourn by Maureen, 2nd by Angela, approved*
- a) Next Meeting: ASPE Teleconference scheduled for 10 April 2012