



## **CSCE Board Conference Call - Meeting Agenda Friday, February 19, 2021 at 12:00-1:00 PM EST**

People on call:

Approve January 15th Board Conference Call Minutes -

### **Danielle Spicer Update -**

When will voting for MRLC to go virtual occur?

MRLC will be in June 2021

ASCE update - Danielle - every upcoming meeting will be virtual

MRLC is postponed to June 2021 in NC

ASCE Regional Spring assembly on March 26, 2021 - virtual

Hoping that fall assembly can be in CT

MRLC 2021 - no decision about virtual or in-person yet

### **Main Topics for Today**

1. PayPal Card
2. Student Scholarship Forms
3. ACE Awards Form
4. ACE Awards Date
5. Ben Cote Motion to Vote to Revise PDH record keeping
6. MRLC Update

### **Recent Events**

1. Site Visit to the I-91 Charter Oak Bridge Project (Ranjit)
2. CSCE/ITE 25th Annual Golf Outing (Jud)
3. October Monthly Meeting - Geotech
4. CSCE YM Social and Fundraiser
5. Monthly Meeting - Water Resources
6. November Monthly Meeting - Construction
7. December Monthly Meeting - T&DI - George presented a more technical version of the presentation for ABC-UTC - 850 people on call presentation
8. January Monthly Meeting - SEI

## 9. CSCE YMC MRLC Family Feud

### **Introduction Open Discussion**

Voted to purchase CSCE Teams license. George to coordinate with Amy and Aaron to purchase license.

Plan to use paypal account to do purchase.

- Paypal cannot be used to do Teams purchase. Currently using GTG personal card, to discuss payment options in the treasury section below.

**Has any progress been made on getting a PayPal card?**

George purchased a Teams license for CSCE. Teams requires you to be a company to run Teams. Teams license will be set up as \_\_\_\_

Business standard license does not include live events. CSCE may purchase a 1-month license for a live event for use during the professional development seminars

CSCE is on a 1-month free trial with Teams. CSCE would like to get a debit card for CSCE for purchases like this.

Does the business standard license work for upcoming CSCE events? Yes, but it doesn't offer the live event option. It will work for the monthly meetings.

For live events like the seminars/workshops, Cisco Go to Webinar could be a good option. CSCE will discuss buying this option on its next conference call.

Amy dropped off laptop at George's house.

- Also recently dropped off the projector at George's house.

Also, George has banner

Made a monthly meeting 'group' which consists of President, President-Elect, and Vice President with help from Amy and then Jeff Benoit when meetings return to in person. Vice President will be in charge of PDH record keeping.

Regarding PDHs, in first meetings, there were no questions/code sent to Amy. At the 12/3 meeting, the attendees were asked to send answers to 3 questions to Amy, but no specifics were provided to attendees and 2 people did not answer all 3 questions correctly. CSCE will clarify the requirements for PDH credit prior to the meeting in January. Other organizations manage provision of PDHs differently. ASCE Buffalo polls attendees during event as participation questions (vs. learning questions).

Meeting registration has been updated.

Student Scholarship form revisions are in progress - Scott/Brianna/George met on a call to discuss revisions. Scott is spearheading this effort. Currently, there are 3 different types of scholarships. Both new scholarships will still require a faculty signature. Plan is to have the revisions done by February 1st and deadline will be moved out from March 1st.

**Any comments on revised forms?**

**What will due date be?**

ACE Award Application to be updated in coming month - Updates will provide CSCE reviewers more flexibility in determining award winning projects.

Any comments on revised forms?

What will due date be?

What will format and date of ACE Awards 2021 be?

### **Upcoming Meetings/Presentations**

4. December Monthly Meeting: T&DI Topic - December 03, Topic: Accelerated Superstructure Replacement of US Route 1 over I-95 (Br 00037), Speakers: Rabih Barakat, Tom Laliberte (WSP), George Gerard (WSP), no school involvement  
Rob will send a bio to George; Rob, George and Tom will coordinate the presentation and do a dry-run  
George will send bios to Brianna, who will moderate the meeting  
Ranjit will give an overview of the TD&I CT Chapter

5. January Monthly Meeting: 01/26/2021 - Structures Topic - Alex, School: UCONN - involvement, Topic: Historical masonry analysis arch in Bridgeport, WJE, Teams Virtual meeting  
Registration can be open, George will send a meeting link to Amy after he gets the CSCE meeting link. If CSCE records the meetings, CSCE needs to let attendees know at registration.  
When do organizations send out link for other presentations? The day of the presentation or the day before. Check-In meeting scheduled for 01/21/21 - Speaker Bios, questions are still needed

6. February Monthly Meeting: 02/23/2021, Virtual, Legislative Affairs Topic - Roy, School: UNH - Have we reached out to students yet? Topic: I-84 Waterbury Widening Project, Speaker: Chris Zukowski  
CSCE will try to post link to video online and link to Constant Contact emails

What about engineers week? Do we have anything planned, even just an email blast? - Giving Feb presentation that week.

7. March Monthly Meeting: 03/16/2021, Virtual, Fairfield County, School: None, Topic: How to prevent bridge collapse during construction, Speaker: Vince Siefert  
Finalize topic/speaker for March meeting - George will coordinate with Ron and Amy

8. 10th Annual Spring Geotechnical Workshop: 04/16/2021 (tentative), Virtual, Topic: Geo-Medley: Lightweight Fill, Big Data, and Everything in Between, Contacts: Ben Cote/Clay Patterson

9. April Monthly Meeting: 04/20/2021, Virtual, Government Engineers Committee - Rabih Barakat, School: US Coast Guard, Topic: TBD, Speaker: TBD  
Student Awards Distribution  
Student Presentation of Latest Activities & Initiatives at the Engineering Program, **can this be virtual?**  
Contacts: Faculty Advisor Katie Heckman and ASCE Student Chapter President Sabrina Robertson (904-329-9267, Sabrina.K.Robertson@uscga.edu)  
Registration is not open yet  
George will contact Rabih about this presentation  
Student award presentation will still occur at this meeting if it is a virtual meeting  
Amy will email USCGA re: student presentation at this meeting

10. 2021 ACE Awards: 05/15/2021, Can this be in person? Do we push to June or even July? Do we do a true virtual event? Possibly purchase a seminar platform for a month to do ACE awards. CSCE needs to discuss this further on the February 2021 call. Phase 1B is targeted to end March 31st and 50% of the population is expected to be vaccinated by that time. CSCE may want to push this event out to June.

Companies may not allow employees to attend in-person events in May-June

Other options are to push it to in-person in September to be safe, or virtual in May/June

11. Structural SEI Workshop: June 2021, exact date?, Virtual, Topic:?, Contact: Alex Mora

5 confirmed speakers - looking for 1 more

2 presentations on each of 3 days

6/16, 6/18 and 6/23

Alex will get final title of presentations from speakers and send them to Amy to promote the meeting

The Metro and Boston sections of ASCE are interested in the webinar too. Promotional information will be forwarded to them and their members

Focus of workshop will be wind and wind effects on infrastructure

This event may work with CSCE's current Teams license

CSCE will coordinate the management of the PDHs for the workshop (similar to geotechnical mini-series in September 2020)

Current license covers 300 attendees

We will have a planning call for this workshop in the new few months

### **Other Items:**

#### **1. MRLC CT 2022 Sponsors!**

Katie - sponsorship letter went out last week. Website went live last week. Two sponsors - WSP and BL Companies

Please circulate announcement at companies

Next month, virtual website launch and party

Competitive with the platinum and gold sponsor levels

Younger staff who could be interested in CSCE - please let them know about this event

Any questions about conference, contact Katie and Jodi

Sponsorships at higher levels will have their company logos extensively promoted throughout the East Coast of the USA, Canada and to students

Is there a rough budget for the event? CSCE YM aims to raise \$50-70,000. The more that gets raised reduces the cost for attendees. Each Platinum sponsor will be promoted each evening of the event.

YM Financial Committee (George, Katie & Jodi) and Treasurer should meet soon to finalize budget.

Is there a sponsorship booklet that can be sent to employers? Yes, Katie can send this out.

This could be the first ASCE event since the pandemic started. This is the first time that CT has hosted the MRLC. This could be an important event.

MRLC Planning Call earlier this week - Parts of the event have been divided up for people to call about for pricing. Sponsors can be contacted and upgraded over next 3 years.

The more that can be raised by companies, the less for which CSCE will be responsible.

Jodi gave update

\$15000 raised from 6 sponsors

Encouraged Board members to promote the MRLC sponsorship opportunities to their companies

YMG will host a virtual family feud competition on January 27, 2021.

**Planning Status and Current \$\$ Raised?**

## 2. MRLC 2021 Attendance - When Jodi hears anything about this being virtual, she will let us know

CSCE is looking to support ~10 attendees (YM and Board members) to attend this conference. Katie offered the following rough estimates: \$930/flying, conference, hotel for 2 nights vs. \$1300/per person, driving 4 people in car, conference, hotel for 2 nights

Last year, ~\$600/per person to attend the conference

Aaron will see how these estimates fit into CSCE's budget and report back to the Board at the January meeting.

Katie & Jodi will get more information about registration and report back to the Board at the February meeting.

Is there a rail option? Yes, it is a 17 or 23 hour trip

Anything for attendees to offset the conference costs would be good for CSCE and defer CSCE's costs.

## 3. Gift Giving and Plaque/Award Giving Summary

Speaker Gift - When people give presentations at CSCE meetings, CSCE gives pen & pencil sets to the speaker. A gift was sent to the 12/3 speaker who was a DOT employee. Because of ethical issues, the speaker needed to either buy or return the pen & pencil set. Insert text from emails here.

CSCE was offered the opportunity to participate in a presentation about ethics. To show an interest in compliance, it would be a good idea for CSCE to participate. It could also help increase the participation of DOT employees at CSCE events.

Jodi Update:

### **Board/Committee Updates:**

Tom Loto - Company has paid for ASCE National Dues, No link in ASCE Member account to pay for CSCE Section dues. Does anyone else have their company pay for their Section dues? George receives a renewal letter from ASCE, checks CT section dues and forwards it to WSP for them to be paid.

- Provide update on membership dues.

George's update - On the last call with the ASCE President, there is an option for companies to purchase a company membership. There are 2 options: one pays for only members' National dues (like AECOM does) and one pays for members' National and Section dues. Tom had to pay his Section dues after a phone call with ASCE and an invoice was generated by ASCE.

### **President (George)**

Update:

order banners

Did attend the Region 1 Assembly

ASCE has had a drop in membership nationally, CSCE's membership % renewed is higher than in years past

### **President-Elect (Brianna)**

Update:

Working with Amy to get the PDH records together for the meetings and seminars since September 2020.

Still waiting for information from George Gerard. Once this process is completed, the files will be uploaded to CSCE's ASCE Collaborate account

Will look at ACE Awards application and come up with revisions

Brianna will compile the PDH information for the recent event on 12/3 and will coordinate with Scott about PDH record keeping..

ACE Awards Application - Get updated by Early February

Brianna sent LEED green webinar to Amy

Scott and Brianna talked about VP tasks

Scholarship applications could be improved - George, Brianna and Scott  
Would like to review ACE Application for opportunities to improve it - George & Brianna  
LEED Green associate training email - CSCE may be able to promote and post information for CSCE members, CSCE members would get a discount to attend the training

#### Vice President (Scott) -

##### Update:

updating the scholarship applications this weekend and will send a draft to the Board next week  
Assisting with revisions to ACE Awards applications  
Talked with Tim A. re: newsletter format in Joomag (changing from Publisher)  
Will join the meeting next Thursday, 1/21, to help prepare for the meeting on 1/26/21  
Will work with Brianna about PDH record keeping for recent events. He will work on updating the scholarship applications and should be done by mid-January. The applications have been due March 1st in the past.  
Improve and streamline student scholarship applications after Thanksgiving  
Aaron & Scott met at webster bank and accounts were set up

Scott and Brianna will meet to go over the VP's tasks - Has this happened?

#### Treasurer/Financial (Aaron)

##### Update:

Will look into getting a debit card for CSCE's accounts, and getting Amy her annual tax form. On his shortlist.  
Will manage action items related to future MRLC and student awards  
He would like to work with Jim Sime, Scholarship Fund Committee Chair, to develop ongoing plan for the fund to meet certain targets  
CSCE may need to develop general motions for the YM Planning Committee to take actions related to the MRLC event  
Aaron made a motion to reimburse Katie for \$65 donation for recent YM event. George seconded the motion. All in favor

#### Newsletter Editor (Tim) - Tim looking to transition from Publisher to Joomag

##### Update:

There is a monthly cost for Joomag to \$149/month up for up to 1,000, Extra \$49 for another 1000, \$39/month for 100  
Can the membership be monthly or just annually - Tim will look into it  
Amy can check Constant Contact to see if it tracks how many people open the CC emails

When is next issue coming out? Implement a trial version of Joomag in about 2 weeks  
Putting final touches on newsletter today and plans to send it to Amy for review. George will update his President's message  
Tim would like to connect with Scott about a different newsletter format/program.

#### Secretary (Clay)

##### Update:

Annual Report - Clay is working on this, Brianna will send past annual report to Clay  
Facebook page is live, people should like it and follow it

#### Directors (Ben/David)

##### Update:

### YMG (Katie) Upcoming Event - Jan. 27 or 28 - unveiling MRLC website

#### Update:

YMG board meeting in February

Younger Member Social/Fundraiser? - 11/5

MRLC/ERYMC Update: Meeting tonight at 5

### Legislative Affairs (Roy) -

#### Update:

CT legislative session started last week - will start to track bills soon

Governor made a statement last week re: special assistant related to toll-related issues

Public hearings should start in a few weeks

ASCE legislative fly in march 3-4 - will be virtual - application deadline passed on the 11th. Katie Klose was considering applying to attend

Committee will emphasize ASCE's Key Contacts program - get direct emails from ASCE about federal or state legislation with links to contact legislators. May run a raffle to encourage people to become Key Contacts and give out 2 gift cards (\$50 Amazon cards) - Katie reached out to ASCE Legal Counsel re: running a raffle and the need of a gaming license. Could advertise it in February, maybe do the drawing at the ACE Awards.

Aaron motion - reimburse Roy Merritt for \$100 for future raffle awards, George seconded - Vote all in favor

Has the Board given any thought to do a 2022 Infrastructure Card? Brianna has reached out to Omkar Jambotkar, who managed the last process. She can work with ASCE to learn more about the process and timeline. After Brianna speaks with Omkar, she will update the Legislative Affairs Committee

Could aim to release the card in October 2022

Maybe incorporate student involvement in the report card process - Aaron can reach out to Quinnipiac and UConn to gauge interest and learn about any requirements to set up a possible independent study or senior design project

Roy will reach out to ASCE to see how many local members are key contacts. Amy can also look at the CSCE member list to see if people are Key Contacts

Committee will be mtg on 12/22

### Geo-Institute (Clay)

#### Update:

April Seminar to be Virtual

Clay will be the Chair of this Chapter in 2021

### Structural Institute (Alex)

#### Update:

June 2021 Seminar discussions - looking for presenters, reached out to ASCE and received recommendations, January 2021 mtg presentation topic, next mtg will be in december

For seminar, having 1-2 speakers from CT DOT can improve attendance at CSCE events

5 of 6 speakers lined up, working to finalize details

### T&D Institute (Ranjit)

#### Update:

Next month's meeting topic is finalized. Working on increasing membership in the T&DI

### Construction Institute (Billy)

#### Update:

### Government Engineers Committee (Rabih)

Update:

### Scholarship Fund Report (Jim)

Update:

submitted a report via email, talk about this in spring of 2021: in next few years - determine a minimum amount to keep in the account and distribute the remaining once a year or on a regular cycle, could support students in Junior or Senior years.

### Other

1. (George) new banners update - The sizes of the new banners should be two 2'x 8' and 1 table top one (2'x3'). T & D Institute Chapter in CT is finalized, George will make banner.
2. Lands End Clothing Account, initial \$75 allowance, **continued annual smaller allowance?** About 2 weeks from ordering to getting the shirt. People can buy more than 1 item with the \$75 allowance
3. **Golf Outing Discussion/Debrief - This will be discussed at another time**

\*\*\*Next meeting - Teams call on Friday, 03/19/21 at 12PM noon \*\*\*

Motion to adjourn -