

2022 CSCE Annual Planning Meeting Agenda – July 22, 2022 – 12:00 p.m.

Location: Teams Call

People on call:

1. Report from ASCE Region 1 Governor – Danielle Spicer

- Updates on ASCE Region 1 Fall Assembly - 9/23-9/24 in Rochester, NY

2. Review/Approve CSCE Annual Planning Meeting Minutes - June 24, 2022

3. COVID-19 Pandemic – Discuss In-person Events - Updates

3.1. Contact Information for all members

- Preferred phone #, email address, etc.
- Spam messages & insurance discussion (being proactive, communication, We are the primary defense against spammers!)

3.2. Monthly Dinner Meetings

- Back to in -person meetings or keep fall meetings virtual – assess 2023 as it approaches? Response on this yet from schools/FAs? Discuss.
- Schools that have noted they will not host in-person events in the past: CCSU, UHART, Quinnipiac (still applicable?)
- UNH: proof of vaccination or negative test, UCONN: masks and socially distanced
- USCGA - open to visitors, proof of vaccination or negative test

UNH and UConn will allow in-person events this fall

Could still offer virtual events or virtual options at in-person meetings (2-4 virtual, offer PDHs, December/January meetings could be virtual)

Committee/Institute Chapter Chairs should help more with meetings (help coordinate the learning questions and logistics of the meetings)

Could get the Programs Committee involved with more details of the monthly meetings

3.3. ACE Awards – Tuesday, May 16, 2023

3.3.1. Implement Successes

- Timing of overall schedule/length
- Past Presidents Group Involvement ?
- Food adjustments (specifically prime rib option)
- Lighting & banner positioning for photos, easy access from podium

Positive feedback from evaluation survey, leaving social time after the awards presentations was received well

Engage ASCE earlier - put request in sooner (request includes transportation and plans for ASCE rep) - Feb or March

Promote the ACE Awards to companies earlier and try not to give extensions in the future

3.3.2. Future Changes

- Consider lighting for photos, set-up backdrop in a way it will not be in the way or too far away from where folks receive awards

3.3.3. Project & Award Application

- Lead time on application review, voting
- Lead time on ordering plaques (supply chain shortages, etc.)

4. CSCE Monthly Meetings

| 2022-2023 CSCE Dinner Meetings | | | |
|---------------------------------------|---|---|------------------|
| Dates | Topics | Co-Sponsors | Locations |
| September 2022 | Hotel Marcel | Construction | UNH |
| October 2022 | Tentatively SLR | Water Resources | UConn |
| November 2022 | Tentatively CHA | Structural | Quinnipiac |
| December 2022 | | CT Valley Chapter of the ASCE Geo-Institute | VIRTUAL |
| January 17, 2023 | | Legislative Affairs | UHart |
| February 2023 | TPC Highlands | CSCEYMG | CCSU |
| March 2023 | Mega-Yacht Lift (New topic from Ron...22M gallon tanks By Preload) | Fairfield County | Norwalk Inn |
| April 2023 | Civil Engineering in the Military | Government Engineers | USCGA |

| | | | |
|--------------|---|---|--|
| May 17, 2023 | Patricia Houser, AICP Topic will be either sustainable transportation or equity in transportation | Transportation & Development Institute (T&DI) | VIRTUAL (meeting could also be held in-person per Ranjit Bhave) |
| May 23, 2023 | | | Aqua Turf Club |

Scott reached out to SLR to give a presentation on a Water Resources topic
CHA could do a presentation - probably on a structural topic
Kim and Kevin from Environmental Planning would give a presentation

Alex will be managing the YM Group now. USACOE Presentation

In person dinner meetings are subject to current CDC, ASCE and CT guidelines and regulations at time of dinner meeting. Dinner meetings may need to be held virtually.

4.1. August – Promotional Postcard Mailing of 2022-2023 Meetings/Events

- Confirm we are still doing this.

Amy will coordinate this in August - download EITs and PEs from state's website

4.2. Board Meeting Dates

- Monthly Teams Calls – Third Friday of Every Month 12pm-1pm
- August 19, 2022
- September 16, 2022 → move to September 9, 2022 due to conflict w/ golf outing and Geotech seminar third & fourth Friday of September
- October 21, 2022
- November 18, 2022
- *As 2023 approaches, we can decide if we will hold in person board meetings (Mix of in-person & virtual meetings)*

Could use CSCE laptop with camera on to connect people who are joining the mtg virtually
In-person meetings should not be held at lunchtime, but at the end of the day or before the dinner meetings

Maybe hold a meeting at a location with virtual meeting options, followed by a dinner - some offices may be able to offer that to CSCE

Could have fall and spring board meetings and the planning meeting in person. The monthly board meetings could still be held virtually

5. Annual Events

5.1. CSCE's Events

- Geotechnical Fall Seminar – Date: September 23, 2022 - Topic: TBD– Location: Sheraton in Rocky Hill

Landon Barlow is managing this event

- Geotechnical Spring Workshop – Date: TBD - Topic: TBD – Location: TBD
- Activities with other organizations – Fall 2022 Golf Outing Date: September 16, 2022 (Nathan Rossi)
 - Need sponsors...current contacts list: [27th Annual CT ITE/CSCE Scholarship Golf Outing 9/16/22 - Google Sheets](#)

5.2. ASCE National Events

- ASCE Region 1 Assembly – September 23 & September 24 - Rochester, NY
- NEWUA (correct acronym?) Boston - January 22-25, 2023

6. CSCE Executive Board Activities

6.1. CSCE Bylaws & Operations Manual Status – Confirm updated by Rich.

6.2. Status/Action on CSCE Assets (Projector, Case, Laptop, Banners, etc.)

- One-Drive

Amy will remove duplicate files and see if CSCE would benefit from paying for more storage

6.3. ASCE Distinguished Members – Aaron may have had suggestions from previous Benjamin Wright winners. Confirm.

6.4. Report from President - Brianna Ritacco/Scott Nolan

- Meet for laptop
- Coordination for October dinner meeting (SLR presentation)

6.5. Report from President-Elect – Scott Nolan/Aaron Foster

- PDH Records Update

Scott will be updating the records and letting Amy know what more information is needed.

- Trolley Museum Event - Vote on Donation Amount

Scott made a motion to donate \$500 to this event. George seconded, motion passed unanimously (aaron abstained)

6.6. Report from Vice President – Aaron Foster/Rich Cohen

6.7. Report from Treasurer – Aaron Foster/Tyler Parker

- Did the approved transfer occur?
- Anticipated operation budget
- Recent Deposits and Scholarship Fund
- Donation to student chapters?
- Student scholarship (\$500/student) *Subject to adjustment as needed.*

CSCE could offer a past president's scholarship award

CSCE should consider having more than 1 person have access to CSCE's Scholarship Fund accounts at Schwab

Still need to wrap up ERYMC reimbursements

George will work on getting a more formal scholarship program in place this year.

Webster bank account balance: approximately_____ (was \$61,000 this time last month)

Check PayPal balance and transfer if needed. Update?

Aaron will meet with Tyler next week. Update?

6.8. Report from Secretary – Rich Cohen/Eric Hoyt

Could help with Membership Committee activities

6.9. Report from Newsletter Editor – Amy Petrone/Tyler Parker/Sam Turek

- Presidents Message - from Scott
- Transfer of account information
- Discuss release schedule
 - For example: Weeks 1 & 2 – Editor assembles newsletter. Week 3 – board reviews/provides comments, Week 4 – editor makes revisions and releases by end of the month.

Sam will meet with Tyler next week. Update?

6.10. Report from Director I – Brianna Ritacco

- Past President's Council Update
- DOT Partner Program -

Katie & Brianna worked on this

6.11. Report from Director II – George Gerard

- Audit Committee
- CCSU Follow-up

7. Reports from Technical Group/Institute/Committee Chairs/Fairfield County Branch

- Career Guidance Committee - Chair – Vice President – Rich Cohen
- Connecticut Valley Chapter of the ASCE Geo-Institute - Chair - Landon Barlow
- Continuing Education Committee - Chair - Vice President – Rich Cohen
- CT Chapter of the ASCE Construction Institute - Chair - Billy Cunningham
- Fairfield County Branch - President - Ron Hill
- Government Engineers Committee - Chair - Rabih Barakat
- History & Heritage Committee - Contact - Scott Nolan
- Legislative Affairs Committee - Chair - Roy Merritt
- Membership Committee - Chair – Eric Hoyt
- Programs Committee - Chair - Jeff Benoit
- Scholarship Committee - Chair - Aaron Foster/George Gerard/Jim Sime
- Special Events - Tyler Parker
- Structural Engineering Institute - CT Chapter - Chair – Byungik Chang
- Water Resources Committee - Chair - Tom Loto
- Website Committee – Director I – Brianna Ritacco
- Infrastructure Report Card Committee – Roy Merritt
 - 2022 Report Card Update - Drafts have gone out for review. Update regarding publishing / graphic artist costs? Report Card release date 9/27
- Fall Golf Outing (September 16) – Nathan Rossi
 - Date: September 16, 2022
 - Sponsorship Levels
 - Golf Outing Payment Set-up
- Younger Members Committee President – Alex Klose
 - MRLC Update
 - Sponsors
 - Ideas for social events (brewery, Yard Goats, escape room, cornhole tournament, etc.)
 - Resume review
 - Professional Development Event
- CT Chapter of the ASCE Transportation & Development Institute - Chair - Ranjit Bhav

8. Input from Faculty Advisors/Contacts (*Do contacts need updating?*)

- CCSU – Cairn Ely, Cliff Anderson

- Quinnipiac University – John Greenleaf
- Three Rivers Community College – Diba Khan-Bureau
- USCGA – Luis Garcia
- University of Connecticut – Shinae Jang
- University of Hartford – David Pines, Ted Sussman
- University of New Haven – Greg Broderick

9. Open Discussion / Follow-up on Outstanding Items

- Update on 1 scholarship check that has not been cashed yet?
- High School Outreach
 - Engi-Mentor
 - Could coordinate an event that attracts high schoolers, i.e., yard goats game
- CCSU Follow-up (George)

10. Adjournment