

CSCE Bi-Weekly Conference Call Meeting Minutes
Thursday, October 31, 2019

The meeting began at 12:00 p.m. The following people were in attendance on the call:

CSCE President Ben Cote	CSCE Fairfield County Branch President Ron Hill
CSCE Vice President Brianna Maljanian	CSCE Structural Engineering Institute - Connecticut Chapter Chair Ranjit Bhawe
CSCE Treasurer Scott Nolan	CSCE Younger Members Committee President Jodi Greene
CSCE Past President Chris Beaulieu	CSCE Administrative Assistant Amy Petrone

1. Approve/Review Conference Call Meeting Minutes from CSCE Board Meeting from October 17, 2019

Ben Cote made a motion to approve the minutes. Brianna Maljanian seconded the motion and it passed unanimously.

2. Upcoming Dinner Meetings

November 12, 2019 - Dinner Meeting at the University of Hartford – The meal choices have been finalized for this meeting. The room has been booked and the student chapter is prepared to assist at the registration table, provide student resumes and present an overview of recent activities. A board meeting will be held at 5:00 p.m. in a separate room in the 1877 Club and Ben Cote will provide a zoom conference call login for those who cannot attend in person.

January 28, 2020 - Dinner Meeting at the Yale Graduate Club – The meal choices and UNH student assistance still need to be finalized for this meeting. The speaker will be David Jacobs, P.E., F.ASCE, and the topic will be the *Examination of the Behaviors of Eyebars on the Devon Bridge*.

February 11, 2020 - Dinner Meeting at Quinnipiac University – The speaker, topic, meal choices and Quinnipiac student assistance still need to be finalized for this meeting.

March 10, 2020 - Dinner Meeting in at Norwalk Inn – The Inn has been reserved for this meeting. Ron Hill is coordinating the topic/speaker and potential topics are: 1. *Legal Pitfalls for Employers*, which would be free and about 60 minutes long and 2. *Harassment Prevention Training*, which would cost \$1,500 for up to 50 people and is a 90-120 minute certified course that meets annual harassment training requirements by the State of Connecticut.

Future Meeting Topic: On October 22, 2019, Ben Cote met with Ellen Ornato from The Bolder Company to discuss a possible dinner presentation and networking input.

May 19, 2020 - ACE Awards – To encourage networking at the ACE Awards, CSCE could consider offering a carving station and pasta station instead of plated meals.

3. Region 1 Assembly in Connecticut March 20-22, 2020

On October 30, 2019, ASCE Region 1 Director Anthony Cioffi signed the contract with the Hilton Garden Inn in Glastonbury, CT, to hold the Assembly at the Inn. Aaron Foster will coordinate a presentation related to a local project that would provide attendees with 1 PDH (Professional Development Hour). Registration for the Assembly will be managed by Region 1. CSCE encourages Executive Board members to attend this event.

4. Social Media/Outreach

Amy Petrone has connected with 44 new people on CSCE's LinkedIn page, which brings the total number of connections to 274. To promote CSCE's posts, CSCE Executive Board members are asked to like or share the posts with their connections.

5. Treasurer/Financial

Audit – Scott Nolan will follow up with CSCE Past President Bob Gomez on the status of the audit. CSCE President-Elect George Gerard forwarded an email regarding an online remittance report to Scott Nolan and Bob Gomez was copied on that email.

Federal Tax Filing – Scott Nolan is aware that this filing is due to the ASCE Accounting Department by December 15, 2019.

Status of transfer of \$35,000 to the CSCE's Scholarship Fund Account at Schwab – George Gerard and Scott Nolan are coordinating this transfer and a check for the transfer will be going out to the CSCE Scholarship Fund Committee Chair Jim Sime shortly.

Transfer – Scott Nolan transferred \$23,000 from CSCE's PayPal account to its Webster Checking Account recently.

6. Fairfield County Branch

Reaching out to Lower Hudson Valley Branch - ASCE Metropolitan Section – Ron Hill has connected with Branch representatives and they are looking at having a summer 2020 social in Stamford or close to the Connecticut-New York border. In addition, the Lower Hudson Valley Branch hosts a social in early November in White Plains, NY.

7. Continuing Education Survey

This survey is currently provided on Survey Monkey. Thirty-three (33) responses have been received so far and the goal is 100 responses. The survey will close on November 8, 2019. To help increase the number of responses, CSCE will send out a last call email by November 1st and a reminder email by November 5th. This survey was sent out with an account set up by Brianna Maljanian. In the future, surveys can be sent out using CSCE's Survey Monkey account.

Survey Feedback Highlights to Date:

- Host shorter events at lunch time
- Make dinner meetings worth PDHs
- Host seminars where multiple PDHs can be earned in one day
- Host webinars or events where attendees can earn 1-2 PDHs instead of events where attendees can earn 6-7 PDHs
- 55% of respondents believe that Connecticut should require PDHs to maintain PE licensure

8. Student Outreach

Resume Critique at the University of Hartford on October 30, 2019 – Scott Nolan attended this event on behalf of the CSCE Younger Members Committee. There was about a 1:1 ratio of Younger Members to students and about 8-9 students were in attendance. The Younger Members conducted some mock interviews, but mostly reviewed resumes for the students.

Upcoming Mock Interview Session at the University of Connecticut on November 14, 2019 – At this time, only 3-4 CSCE Younger Members are available to attend this session. So, there might be 4-5 students per Younger Member.

9. Structural Engineering Institute - Connecticut Chapter (SEI – CT Chapter)

Ranjit Bhawe is looking for speakers for future ½ or 1-day seminars in the next few weeks. The Chapter still needs to develop bylaws. Ranjit Bhawe will reach out to the National Chapter for a standard bylaw template.

10. Connecticut Valley Geo-Institute

April 17, 2020 Geotechnical Workshop - Results of Committee Meeting on October 25, 2019 to Plan Workshop:

- The Committee has commitments from Bob Bachus (Geosyntec) for 3 hours (various topics) and Vern Schaefer (Iowa State) for half day seminar on lightweight fill - may be a “geo-mix” of topics
- Ben Cote will provide Amy Petrone with the title of the workshop.
- Ben is reaching out to speakers for presentations and supporting information for PDH application
- The pricing and timeframe of the workshop will be the same as in the past.
- The Bartels Alumni Lounge at the University of New Haven has been reserved for this workshop.

September 20 (tentative) 2020 Seminar on Coastal Resiliency, Climate Change and Geotechnical Engineering – The Committee has tentative commitments from two speakers so far.

Committee Assignments – The Geo-Institute needs to assign other committee members to fixed activities (or appoint a fixed board) – A vice chair and secretary are needed.

Bylaws – Ben Cote sent the Geo-Institute Bylaws to Amy Petrone. Amy Petrone will forward them to Brianna Maljanian for inclusion in the CSCE Operations Manual and Appendices.

11. Legislative Affairs Committee - A Committee meeting was held on Tuesday, October 29, 2019.
12. Newsletter – The Executive Board may be able to see CSCE’s Joomag newsletter by next month.
13. Golf Outing – The Executive Board would like to discuss improvements to the outing soon. CSCE did not conduct a follow-up survey of participants since it did not manage the registration for the outing. Brianna Maljanian will check with Judson Wible to determine his interest in managing the outing in 2020.
14. Becoming a Certified NYS PDH organization - Brianna Maljanian is managing this application process for CSCE. She is currently processing comments on and documents related to the application and is looking to incorporate the information on November 3, 2019. CSCE still needs to determine what to put as its physical address. Brianna Maljanian will find out what the ASCE Metropolitan Section used as a physical address in its application.
15. CSCE apparel on Lands’ End - Amy Petrone looked at the ASCE Region 1 webpage on Lands’ End to see how to upload the CSCE logo to the webpage for use in producing apparel with the CSCE logo instead of the ASCE logo. Nancy Berson Director, Geographic Services for ASCE, suggested a page on the ASCE website to obtain a CSCE logo file. Amy Petrone will upload the CSCE logo to the Lands’ End webpage and create an account for CSCE.
16. CSCE Annual Report due to ASCE by November 30 – Aaron Foster is working on this report and Brianna Maljanian can forward last year’s report file to him for comparison.

The meeting adjourned at 12:50 p.m. The next call/meeting is scheduled for Tuesday, November 12, 2019 at 5:00 p.m. before CSCE’s monthly dinner meeting.