

Connecticut Society of Civil Engineers Section of American Society of Civil Engineers
(CSCE) Board Planning Meeting Conference Call via Teams
Friday, December 2, 2022, at 12:00 P.M. EST



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

Scott Nolan, CSCE President	Byungik Chang, Chair of the CT Chapter of the ASCE Structural Engineering Institute
Aaron Foster, CSCE President-Elect	Landon Barlow, Chair of the CT Valley Chapter of the ASCE Geo-Institute
Rich Cohen, CSCE Vice President	Ranjit Bhawe, Chair of the CT Chapter of the ASCE Transportation & Development Institute
Eric Hoyt, CSCE Secretary	Hudson Jackson, Chair of the Student Outreach Committee
Brianna Ritacco, CSCE Director I	Katie Hedberg-Klose, ASCE Committee on Younger Members
George Gerard, CSCE Director II	
Danielle Spicer, ASCE Region 1 Governor	
Alex Klose, Younger Members Group President	
Amy Petrone, CSCE Administrative Assistant	

1. Review/Approve Minutes from CSCE Meeting on November 18, 2022

Scott Nolan made a motion to approve the minutes from the meeting/call on November 18, 2022. Rich Cohen seconded the motion and it passed unanimously.

2. Monthly Dinner Meetings

December 6 - 12 p.m. - Virtual Lunch Meeting – Scott Nolan had a practice Teams meeting with the meeting speakers this morning and Landon Barlow will introduce the speaker at the meeting. There are 35 people on the registration list.

January 17 - In-Person Dinner Meeting at the 1877 Club at the University of Hartford – There will be an in-person CSCE Board meeting prior to this dinner meeting at 4:30 p.m.

February 15 - In-Person Dinner Meeting at the Constitution Room in Memorial Hall at CCSU - Registration is open and the speaker bio, a presentation overview and photos are needed to promote the meeting. The meal choices and contract need to be finalized for the dinner meeting.

March 23 - In-Person Dinner Meeting at the Norwalk Inn - Registration is open and the speaker bio, a presentation overview and photos are needed to promote the meeting. The meal choices and contract need to be finalized for the dinner meeting.

April 18 - In-Person Dinner Meeting at the USCGA - Registration is open and a speaker bio, presentation overview and photos are needed to promote the meeting. The meal is a buffet and the evening schedule for the meeting will include student awards distribution.

May 17 - Virtual Lunch Meeting - Registration is open and a speaker bio, presentation overview and photos are needed to promote the meeting.

3. Younger Members Group (YMG) Update

- 2023 ERYMC - January 20-21, 2023, in Charlotte, NC – The Board discussed the following items:
 - Estimated Costs - Costs to consider include a \$270 registration fee, \$190/hotel room/night, \$500 flights out of Bradley, and \$200 flights out of Logan. CSCE could estimate the cost will be approximately \$1,000-\$1,400 per

person and the cost would be about \$8,400 for 6 people to attend. Katie Hedberg-Klose will be attending the conference as a guest of ASCE and Alex Klose is submitting a request to ASCE to cover his costs to attend the conference. Past costs to attend conferences were ~\$1,000 per person. So, these 2022 rates aren't that much higher. To reduce costs, people could carpool, share hotel rooms, and ask employers to sponsor them.

- Employer Assistance - Aaron Foster has a form letter to send to employers to ask them to contribute towards covering the costs of people attending the conference.
 - Attendees - People planning on going to this conference include Aaron Foster, Sam Turek, Eric Hoyt, Alex Klose, Katie Hedberg-Klose, Tom Wamser, and 2 more interested people.
 - CSCE could set a deadline for submitting reimbursement requests for soon after the conference ends.
 - Following the discussion above, Scott Nolan made a motion to spend \$11,200 to cover the costs of attendance at the 2023 ERYMC contingent on proof of request for support from employer. George Gerard seconded the motion and it passed unanimously.
 - Employer Sponsorship - People could see if their employers have an office near Charlotte, NC, so the employers may be more likely to sponsor the 2023 ERYMC.
 - CSCE Sponsorship – Scott Nolan made a motion to spend \$1,250 on a silver sponsorship at the 2023 ERYMC conference. Aaron Foster seconded the motion and it passed unanimously. CSCE could pay by check to avoid Eventbrite fees. Katie Hedberg-Klose sent the payment form to Scott Nolan.
- Upcoming Events – The following information was shared:
 - The YMG plans on hosting a social event in January and a professional development event in March. The social event will most likely be held at a brewery on a Thursday afternoon in January and possible locations include the Alvarium and City Steam Breweries. The YMG requests \$300 per event from CSCE to cover the costs associated with the events. Aaron Foster made a motion to provide \$300/event to the YMG. Eric Hoyt seconded the motion and it passed unanimously.
 - The YMG would like to get more people to attend all its events. Rich Cohen will reach out to people to see if there is interest in helping with events.
 - The professional development event may be a PE-related credentials event. ASCE may provide funding for people to earn a Sustainability-related credential at this event and it could be held in a local employer's conference room.
 - The YMG could host 2 more resume reviews at CCSU and USCGA in the spring of 2023.
 - 2022 ERYMC - City Steam has not connected with CSCE for final payment for the event held there during 2022 ERYMC.

4. CSCE Executive Board Activities

President's Report (Scott Nolan)

- CSCE Golf Outing Update – The Committee is interested in moving the outing from the fall to June (tentative date is 6/23/23). Scott Nolan is coordinating with Colleen Jost and Nathan Rossi related to this change of date. CSCE should confirm that this event does not conflict with any other affiliated organizations events. Amy Petrone and Scott Nolan will look at other organizations' calendars for their events.
- SLR tentative sponsorship for ERYMC 2023 - Scott Nolan requested this sponsorship.
- Future speaker possibility: Marino Engineering Associates reached out to Scott Nolan about presenting at a future meeting. CSCE may want to vet this company before coordinating with it for a meeting presentation.
- Uncashed Scholarship check issue – One student has not cashed his check because he entered the workforce instead of attending school. After a discussion of this issue, it was decided that CSCE will void the check and Amy Petrone will let him know that he can reapply for a student award in the future if he decides to go back to school.

- Sponsorship with affiliated organizations – Other organizations host professional development events and the Board discussed possibly co-sponsoring such events when engineering-related topics like historical preservation and rail station design projects are being offered to both offer more events to CSCE members and to promote itself to non-CSCE members. CSCE could reach out to organizations like AWWA, WTS, ITE, etc. to see if they would be interested in co-sponsoring events in the future.

President-Elect's Report (Aaron Foster)

- Constant Contact Non-Profit Rates - ASCE told CSCE that the fees that Constant Contact charges CSCE when people register and pay for their registration using PayPal are non-negotiable.

Report from Vice President (Rich Cohen)

- In the last couple of months, Rich Cohen has met with Tom Wamser about managing the Continuing Education Committee.
- Hudson Jackson is now managing the Student Chapters Committee.
- There are a couple of committees that the Vice President oversees. To find volunteers to manage them, CSCE will send out a call to see if anyone wants to manage them. CSCE could also include open positions on committees or Board recruitment above job openings in newsletters and promote the open positions in an email sent between meetings and newsletters.

Report from Treasurer – Tyler Parker is working with PayPal to reduce the fees paid by CSCE for online registrations.

Report from Secretary (Eric Hoyt)

- Annual Report Status - Scott Nolan will meet with Eric Hoyt next week to review the annual report.
- ASCE has a corporate program for the private sector that is similar to the DOT Partner Program. Katie Hedberg-Klose will send information about this program to Eric Hoyt.

Report from Director I – Brianna Ritacco

- Katie Hedberg-Klose and Brianna Ritacco established the DOT Partner Program. A webinar about this program will be held on December 15, 2022. The program offers people a 20% discount on ASCE membership and a 25% discount on ASCE professional development events.
- Related to the CSCE Operations Manual, information was sent out regarding different expenses and votes required related to them. The Board was asked to please review this information before the next Board meeting.
- Brianna Ritacco aims to review the Operations Manual soon and identify areas to update.

Report Related to Water Resources Committee - Amy Petrone sent an application to ASCE to transition this committee to become a CT Chapter of the EWRI Institute.

The meeting adjourned at 1:07 p.m. The next CSCE Board meeting will be held in-person at 4:30 p.m. at the University of Hartford on January 17, 2023.