

ASCE Wisconsin Section Board of Directors Meeting Agenda

Date	Location	Start Time	End Time
April 2, 2020	Conference Call Only	3:00 PM	5:00 PM
Next Meeting Date	Location	Next Meeting Time	Est. End Time
May 20, 2020	Board Meeting – Southwest Branch Location TBD	3:00 PM	5:00 PM

Call-In Meeting Information			
Call in Number	Conference ID	Visual Access	
+1 (561) 440-3151	828 300 680 #	https://meet.lync.com/geosyntec/kmika/78GJ7Q3Z	
Officers			
X	Ken Mika (President)	X	Jennifer Schaff (Secretary)
X	Larry Buechel (President-Elect)	X	Martin Hanson (Treasurer)
		X	Jared Wendt (Past President)
Directors at Large			
	Gary Amel		Danny Xiao
X	Andrew Walters	X	Tom Walther
Branch Directors			
X	Corona Woychik (NW)		Ryan Trzinski (FRV)
	Ann Thielmann (SW)	X	Kyle Bareither (SE)
Standing Committee Chairs			
	Darrell Berry (Awards)	X	Carl Sutter (Budget and Finance)
	Jennifer Bennett (Diversity)		(History and Heritage)
X	Jared Wendt (Jury of Judges)	X	Jennifer Schaff (Membership)
X	Larry Buechel (Newsletter)	X	Jared Wendt (Nominations)
X	Larry Buechel (Yearbook)		Gregory Schroeder (Public Affairs)
Technical Committee/Institute Chapter Chairs			
	Brian Udovich (Construction Institute Chapter)		Laura Gerold/Mark Augustine (Environmental and Water Resources Institute Chapter)
	Emil Bautista (Geo-Institute Chapter)		Harry Farchmin (Management Committee)
	Robert Schumacher (Structures Committee)		Ken Swanson (Transportation and Development Institute Chapter)
Conference Committee Chairs			
	Terry Armstrong / Kelly Greuel (2019 Annual Meeting)		2020 Spring Technical Conference (Matt Dahlem)
	2020 Annual Meeting (Nick Bobinski/Tony Castle)		2021 Spring Technical Conference (Matt Dahlem)
Others			
X	Ken Mika (Region 3 Governor)	X	Carl Sutter (Region 3 Director)
	Jess Thayer (Engineers Without Borders)	X	Ken Mika / Jennifer Schaff (Report Card Committee Co- Chairs)
X	Jill Miller (Impact)		

1. Welcome (Ken Mika)

Ken Mika called the meeting to order at 3:03 p.m. and welcomed members of the Section Board.

2. Consent Agenda (Ken Mika)

- a. Approve Agenda (Ken Mika)
- b. Approve January 2020 Meeting Minutes (Jennifer Schaff) – **Attachment 1**
- c. Secretary’s Report (Jennifer Schaff)
- d. Treasurer’s Report (Martin Hanson) – **Attachment 2**
- e. President’s Report (Ken Mika)
- f. President Elect’s Report (Larry Buechel) – **Attachment 3**
- g. Region 3 Governor’s Report (Ken Mika)
- h. Region 3 Director’s Report (Carl Sutter) – **Attachment 4**

Tom Walther moved to pass the consent agenda as presented. Larry Buechel seconded the motion. All in favor, none opposed; motion passed unanimously.

3. Consent Agenda Items Requiring Individual Votes

4. Old Business

- a. Follow-up on Wisconsin initiative for climate change impacts infrastructure working group (Ken Mika)
Tom Walther attended this meeting in Madison on behalf of the Wisconsin Section. Attendance was diverse and the discussions were valuable; approximately 30 people attended. Some attendees volunteered to begin preliminary research and report development. No follow-up has been provided to attendees yet since the meeting. Tom will follow up for additional information from the group ahead of our May meeting.
- b. 2020 Notice of Individual Merit and Engineering Achievement Awards (Jennifer Schaff)
Jennifer Schaff and Impact are working on announcing these awards to membership April 15 with submission deadline of June 1.
- c. 2020 Outstanding Senior Civil Engineering Student Awards (Jennifer Schaff) - **Attachment 5**
Martin Hanson moved to approve the Awards Committees’ recommendation for the 2020 OSCES recipients. Jennifer Schaff seconded the motion. All in favor, none opposed; motion passed unanimously.
Tom Walther recommended reviewing the eligibility requirements and consider adding that it be a requirement for eligible students to be graduating during the academic year of the awards. Tom Walther, Jennifer Schaff and Darrell Berry will follow-up on this review.
- d. 2020 ASCE Fly-In Budget Request – Cancelled (Ken Mika/Tom Walther)
This was cancelled, and refunds have already been provided. No funds from the Section will be dispersed for the Fly-In.
- e. 2021 National Concrete Canoe Competition at University of Wisconsin – Platteville (Ken Mika)
No updates at this time.
- f. 2020 MRLC (Larry Buechel)
Larry Buechel provided a writeup for the February newsletter, and will coordinate remaining financial coordination with Martin Hanson.
- g. ASCE Wisconsin Section’s 2023 Centennial Year (Ken Mika) **If anyone is interested in chairing the 2023 Centennial year celebration, please let Ken Mika know.**
- h. UW-Green Bay Student Chapter (Jennifer Schaff/Ken Mika)
The Student Chapter re-submitted their application at the end of February and the Society’s Committee will be meeting to review this in the future.

- i. Membership Survey (Jennifer Schaff)
The membership survey is in the final stages and Jennifer Schaff will send the membership survey to Board Members for their review.
 - j. ASCE Records Retention Policy (Jennifer Schaff/Ken Mika)
No updates. Jennifer Schaff and Ken Mika will connect to discuss additional opportunities to resolve.
 - k. Interaction between Sections and Branches – MN ASCE Members (Jennifer Schaff)
Jennifer Schaff has been working with Ariel Christensen, the Director of Communications for Minnesota. They are discussing collectively holding a webinar on COVID-19 next week – tentatively April 9 from 2-3 p.m.
 - l. Establishment of an ASCE Architectural Engineering (AE) Technical Committee or AE Institute Chapter in the Wisconsin Section (Larry Buechel) – Attachment 6
Larry Buechel provided a status update for this initiative. He reviewed his recommended changes to the administrative manual and asked if there were any board member concerns over the allowance of Institute-only members being able to join technical committees. There are still a few pieces of information on which we're waiting, and a more formal proposal will be provided at the May meeting.
 - m. Report Card (Jennifer Schaff/Ken Mika)
Jennifer Schaff relayed that all chapters have been submitted, and the Committee met with Platform Communications (contracted PR firm). The release date is TBD.
5. New Business
- a. ASCE Activities and Events Announcement in light of coronavirus (Ken Mika) – Attachment 7
ASCE has advised all in-person events be converted or cancelled until further notice.
 - b. 2020 and 2021 Spring Technical Conference (Ken Mika)
This event has been postponed and will still be hosted by FRV in 2021. The admin manual will need to be revised to bump the schedule and the Board will review.
 - c. Great Lakes Student Conference Cancellation (Ken Mika) – Attachment 8
The GLSC Committee asked if the Section Board would like to have their donation returned. Tom Walther moved to request a full refund from the Committee, and to communicate that if they need contributions to off-set their costs the Board would consider this. Andy Walters seconded the motion. All in favor, none opposed; motion passed unanimously. Ken will communicate this to the student chapter.
 - d. Discounted Conference registration for existing life members and retirees (Darrell Berry) – Attachment 9
Martin Hanson moved to table this request until Darrell is available for participation in a board meeting. Jill Miller will report this back to Darrell Berry.
 - e. Opposition to LRB 5307 P2 (Ken Mika) – Attachment 10
 - f. 2020 Section Allotment Worksheet – with 2019 provided for comparison (Martin Hanson) – Attachments 11a and 11b
Andy Walters moved to approve the proposed 2020 allotments. Larry Buechel seconded the motion. All in favor, none opposed; motion passed unanimously. Impact will send Martin Hanson the addresses for student chapters. Martin Hanson will move forward with sending out the checks.
 - g. Wisconsin Section Laptops (Martin Hanson) – Attachment 12
Jared proposed the donation of these machines and will investigate options for organizations seeking this kind of donation for the May meeting.
 - h. 2020 Spring Technical Conference Reimbursement Request (Brad Severson) – Attachment 13

Tom Walther moved to reimburse the FRV Branch for the amount requested. Jennifer Schaff seconded the motion. All in favor, none opposed; motion passed unanimously. Ken Mika and Martin Hanson will coordinate the reimbursement.

- i. Section Board Member Terms (Martin Hanson/Ken Mika) – **Attachment 14**
Jared Wendt asked that anyone who has suggestions for board nominations reach him.
- j. History & Heritage Chair (Ken Mika) – **Attachment 15**
Martin Hanson moved to approve this request. Jennifer Schaff seconded the motion. All in favor, none opposed; motion passed unanimously. Ken Mika will follow up with Kathy via email.
- k. ASCE WI Support for Face Shields for COVID First Responders (Ken Mika) – **Attachment 16**
Board discussion ensued and no motion was proposed. Larry Buechel will follow up with Luke Royal to communicate that the Section will not currently pursue the opportunity.

6. Reports (provided as information only)

- a. Branch Reports
 - i. Fox River Valley (Ryan Trzinski)
 - ii. Northwest (Corona Woychik)
 - iii. Southeast (Kyle Bareither) – **Attachment 17**
 - iv. Southwest (Ann Thielmann)
- b. Conference Committees
 - i. 2019 Annual Meeting (Southwest Branch – Terry Armstrong)
 - ii. 2020 Spring Technical Conference (FRV Branch – Matt Dahlem)
 - iii. 2020 Annual Meeting (Southeast Branch)
 - iv. 2021 Spring Technical Conference (Southwest Branch)
- c. Standing Committees
 - i. Awards (Darrell Berry)
 - ii. Budget and Finance (Carl Sutter) – **Attachment 18**
 - iii. Jury of Judges (Jared Wendt)
 - iv. Membership (Jennifer Schaff)
 - v. Nominations (Jared Wendt)
 - vi. Public Affairs (Gregory Schroeder)
 - vii. Report Card Committee Discussion (Jennifer Schaff / Ken Mika)
 - viii. Yearbook (Larry Buechel)
- d. Technical Committees/Institute Chapters
 - i. Construction Institute Chapter (Brian Udovich)
 - ii. Environmental & Water Resources Institute Chapter (Laura Gerold/Mark Augustine)
 - iii. Geo-Institute Chapter (Emil Bautista)
 - iv. Management (Harry Farchmin)
 - v. Structures (Robert Schumacher)
 - vi. Transportation & Development Institute Chapter (Ken Swanson)
- e. Administrative Management (Jill Miller) – **Attachment 19**

7. Schedule Next Meeting/Relevant Dates

A location or dial-in for the next meeting will be provided.

Date	Meeting - Branch Host	Time	Location
May 20, 2020	Board Meeting – Southwest Branch	3:00 – 5:00 PM	TBD
July 15, 2020	Board Meeting – Fox River Valley	3:00 – 5:00 PM	TBD
August 2020	Region 3 Assembly		Cleveland, OH
September 2020	Presidents and Governors Forum	--	Reston, VA
September 2020	Board Meeting – before Annual Meeting – Southeast Branch	3:00 – 5:00 PM	TBD
September 2020	Annual Meeting	--	TBD

8. Adjourn

Larry moved to adjourn the meeting. Martin Hanson seconded the motion. Meeting adjourned at 4:55 p.m.