

IRWA Purpose: *We improve people's quality of life through infrastructure development.*



Minutes

Meeting Title	Chapter 38 Board Meeting	Start Time	4:10 PM
Results Desired	Planning & Assignments	Stop Time	5:09 PM
Date	January 8, 2019	Place	UDOT Comptrollers Room & Conference Call

- Core Values:**
- We believe in Professional development achieved through lifelong learning
 - We believe in providing a community to people in the right of way industry that fosters excellence in professional growth and opportunities
 - We believe in adherence to the highest standards of ethical practice
 - We believe in providing quality services to all our stakeholders
 - We believe in responsible stewardship of the association's financial resources.

EXECUTIVE BOARD OF DIRECTORS

ELECTED CHAPTER OFFICERS (Voting Members)

X	Carmelita Delgado	President	X	Duran Lucas	President Elect
X	David Holtby	Vice President	X	Brady Nowers	Treasurer
X	Levi West	Secretary		Vacant*	Past President

STANDING COMMITTEE CHAIRS (Voting Members)

X	Todd Keizer	Committee on Nominations & Elections Chair	X	Jan Burrell	Education Committee Co-Chair
X	David Holtby	Membership Committee Chair	X	Todd Hopkins	Professional Development Chair (PDC)

ADHOC COMMITTEE CHAIRS (Non-Voting Members)

X	Todd Keizer	Awards Assignment	X	Brady Nowers	Communication Committee Chair
	Deryl Davis	Program Assignment			

IEC/IGC/Region / International Committee Members (Non-Voting Members)

X	James Olschewski*	International Executive Secretary		Wendy Hansen	COP – Relocation
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Minutes:

- Meeting called to order at 4:10pm. Roll Call – Carmelita (Conducted), Duran, Levi, Jan, Todd, H., Todd K., Dave, Mark Reick IRWA CEO. James moved to approve the December 2019 board meeting minutes. Duran offered a second. Approved unanimously.

Financial Report - Brady - Updated the Board on the Chapter's financial position. Brady noted he has not received a statement for Course 100 from HQ as yet. Also, we have one outstanding payment to receive from Course 100. This should be settled ASAP.

Chair Reports:

Education

- 421 approximately 20 registered
- Study sessions in February. Room confirmed. Flyers have been sent out
- 218 set for the last week of March
- 600 tentative for May 15
- 1-17 Committee meeting
- No changes to 3yr plan
- 102 in April as a possibility

Membership

- Memberships of Nadia Bakr, James Harwell, and Amy McKennon were approved via email on January 2, 2019.
- Dave proposed we approve the membership of David Terry. Duran offered a second and the membership was approved.
- 43 members have not renewed for 2019. Will push after February for renewal.
- James to follow up with the UDOT employees on this list
- Mark said formal notifications will go out within the next week.
- Dave said sometimes HQ tells him we need to approve members we have already been approved

Professional Development

- Shannon Smith submitted for RWA and NAC
- Chrissy Plett working toward RWA
- Susan Parker wrapping up SRWA application. Working with Maurine Bachman
- Committee working on a flow chart to help members understand their paths to certifications
- Discussion on improving the concierge with Mark
- Mark to help with flowchart
- Contacting members who are due for re-certification

Nominations & Elections

- Meridian to submit for employer under 20
- Wasatch Environmental as well
- Brady to work on Website Application

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- Brady, Carmelita, Duran to work on Chapter Application
- James to look into Balfour Award
- Region and YP of the year, open to suggestions
- Todd K would like to nominate a company over 20. Horrocks or HDR as a possibility.
- UDOT needs to submit for Government
- Todd K. to follow up with Kim O'Reilly at UDOT

Unfinished Business

- Spring Forum in Austin, TX Duran is going. Todd K. possibly. Carmelita is going. Dave maybe able to make it
- Annual Conference in Portland, OR Duran is going, Carmelita, Todd K. too. Julie or Jan will go.
- Luncheons set through May 2019. February changed from the 26th to the 28th . Education Info.

New Action Items

- Mark spent the day at UDOT reported on such.
- Met with Lyle and Charles, who was supportive of IRWA
- HQ Looking at new education program for project management
- James said IEC and IGC are preparing budgets to be presented at Region Forum
- James updated on national committees.
- Carmelita said Region funding is available upon proposal to get members to convenence/forum. Meeting adjourned 5:10 pm.

Approved:

President



Carmelita Delgado, R/W-NAC, RWA Date

2-19-19

Secretary



Levi West

2-19-19

Date

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