



**MEETING MINUTES**

**IRWA 64th ANNUAL EDUCATION CONFERENCE  
EDMONTON, ALBERTA**

**JUNE 24, 2018**

<b>1</b>	<b>Meeting Called to Order at 8:38 a.m. by Matthew Harris, SR/WA, R/W-RAC Chair</b>	
<b>2</b>	<b>Mission Statement</b>	
<b>3</b>	<b>Roll Call and Introduction of All Persons Present</b>	
	<u>Committee Members:</u>	
	Matthew Harris, SR/WA, R/W-RAC (Ch. 40)	Mississippi Dept. of Transportation, Region 6
	Conner McDonald, Vice Chair (Ch. 27)	Bender Rosenthal, Inc., Sacramento, CA, Region 1
	Carrol McCracken, SR/WA, on behalf of Jay Walton (Ch. 41)	JGC Land, Nevada, IA, Region 3
	David Bell, SR/WA (Ch. 24)\	Volkert, Inc., Mobile, AL, Region 6
	Erin Newberry, SR/WA, R/W-NAC (Ch. 39)	Percheron, San Antonio, TX, Region 2
	Stu Pechek (Ch. 71)	EskowACSAAlaska.net (Region 10)
	Steven Taylor (Ch. 71) Fairbanks North Star Borough	Alaska Parks & Recreation, Fairbanks, AK (Region 10)
	Brian Taylor, SR/WA, R/W-AC, AACI (Ch. 62)	Natural Resources Canada, Edmonton, AB (Region 10)
	Derrick Roma, SR/WA (Ch. 16)	Collins International, Boston, MA (Region 4)
	Peggy Barnes (Ch. 57)	Best Best & Krieger LLP, Riverside, CA, Region 1
	Dheeraj Kulshrestha (Ch. 13)	Flairdocs, Columbus, OH, Region 5
	No representation from Regions 8 or 9	
	<u>Guests:</u>	
	Wayne Goss, SR/WA (Ch. 43), Shreveport, LA , Region 2	
	Todd E. Rakstad, PLS, SR/WA (Ch. 28), Phoenix, AZ, Region 1	

<b>4</b>	<b>Approval of the Minutes</b>
	The minutes of the IPAC meeting held at the 63rd Annual Education Conference in Anchorage, Alaska on June 11, 2017 were discussed. Motion by Matt Harris to accept the minutes as drafted; seconded by David Bell. Motion carried.
<b>5</b>	<b>IPAC Symposium Status</b>
	<ul style="list-style-type: none"> <li>○ Matt Harris reported that Region 2 requested a symposium in 2019 (Jennifer Bear, 09/23/18), not formalized</li> </ul>
<b>6</b>	<b>2018 Conference Discussion (Conference Presentations/Speakers)</b>
	<ul style="list-style-type: none"> <li>○ David Bell will be attending sessions by the Electric &amp; Utilities Committee</li> <li>○ Derrick Roma will attend the Young Professionals sessions</li> <li>○ Matt Harris provided feedback on session topics</li> <li>○ Follow-up call to be set so committee members can report on the sessions attended (PBarnes to schedule)</li> </ul>
	<b>IPAC Initiatives:</b>
	<ul style="list-style-type: none"> <li>○ <b>IPAC Purpose</b> Discussed the open letter drafted by Jay Walton to the general membership regarding the IPAC's mission and responsibilities</li> <li>○ Discussed public agency involvement (and lack thereof)</li> <li>○ Discussed how chapter income is affected by online classes</li> <li>○ Brian Taylor suggested tried and true cold calls to agencies to connect with individuals and extend personal invitations; also provides the ability to answer questions</li> <li>○ Dheeraj Kulshrestha said Ohio has a disconnect on budget issues between ODOT and other state agencies. The Chapter 13 president may have an ODOT contact person</li> <li>○ Use educational marketing as a way to get an inroad to public agencies</li> <li>○ Need to know who are people are: <ul style="list-style-type: none"> <li>○ Fall forums are a good source for outreach</li> <li>○</li> </ul> </li> <li>○ <b>Membership Recruitment</b> <ul style="list-style-type: none"> <li>○ Need an email to all region chairs re appointment of liaisons to the IPAC (PBarnes to draft)</li> <li>○ Members are not using the Member Network</li> </ul> </li> <li>○ <b>Region Rep/Liaison Reports</b> The purpose of the IPAC is to support other chapters and members. Committee members are to submit SME resumes</li> <li>○ David Bell says we will be a hub for dissemination of SME info to requesting chapters</li> <li>○ Erin Newberry suggested that HQ put out an email re questions</li> <li>○ <b>Committee Member Resumes</b> Once we establish our committee members, we need to begin requesting SME resumes from (a) Region leadership; Chapter leadership, chapter Public Agency chairs, and regular members (top down/bottom up)</li> </ul>
<b>7</b>	<b>New Business</b>
	<ul style="list-style-type: none"> <li>○ Webinars: HQ expects all committees to host a webinar this year, not a symposium as in prior years</li> </ul>

	<ul style="list-style-type: none"> <li>○ Ongoing Committee Goals and Deliverables</li> <li>Regular conference calls (to be scheduled the 3rd Thursday of every month, noon PST)</li> <li>Newsletter (tangible deliverable)</li> <li>Articles for the IRWA Magazine</li> <li>Marketing of events and announcements via IRWA/Amir</li> </ul>
<b>8</b>	<b>Action Items:</b>
	<ul style="list-style-type: none"> <li>○ PBarnes to schedule follow-up call with all known committee members to discuss conference education sessions attended (to take place prior to 07/20/18)</li> </ul>
	<ul style="list-style-type: none"> <li>○ PBarnes to e-mail all Region chairs and request appointment of liaisons to the IPAC</li> </ul>
	<ul style="list-style-type: none"> <li>○ PBarnes to schedule monthly conference calls. NOTE: This was proposed for the 3rd Thursday of every month but that day/time conflicts with Chapter 57's standing board meeting. The calendar invite will be for the 4th Thursday of every month at noon PST. Oppositions will be addressed at that time).</li> </ul>
<b>9</b>	<b>Adjournment:</b> Meeting adjourned at 10:45 a.m.
<b>10</b>	<b>POST-MEETING ACTIVITY:</b>
	<ul style="list-style-type: none"> <li>○ Conner McDonald and Peggy Barnes met with Stu Pechek and Steven Taylor (Chapter 71, Fairbanks, AK) and discussed procedures and options for establishing a Young Professionals group within that Chapter</li> </ul>
	<ul style="list-style-type: none"> <li>○ Conner McDonald and Peggy Barnes met with Todd Rakstad (Chapter 28, Phoenix, AZ) and discussed Building a Bigger Tent, Todd's approach to marketing and recruiting: <ul style="list-style-type: none"> <li>○ Invite committee members who are members of the IRWA, e.g., surveyors, appraisers, agency management</li> <li>○ Agency outreach</li> <li>○ Build a mob and monetize the mob (builds the committee; free advertising for the IRWA) by drafting a letter to agencies introducing them to the IPAC; garner sponsors for the letter (regular event sponsors)</li> <li>○ IRWA (Mark Reick) approved</li> <li>○ Any profits could be used to grant IRWA memberships or education courses</li> </ul> </li> <li>○ PBarnes to schedule conference call for follow-up</li> </ul>

Respectfully submitted,

*Peggy Barnes*

Peggy Barnes  
Vice Chair  
Region 1, Chapter 57