



**Region 3 Caucus Minutes  
June 9, 2019  
4:00-5:30  
Portland, Oregon**

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

**Mission:** *We empower professionals by elevating ethics, learning, and a standard of excellence within the global infrastructure real estate community.*

**Key Objectives:**

1. *Membership: Increase the value of IRWA membership.*
2. *Professional Development: Increase the impact of IRWA education and credentials.*
3. *Marketing: Increase the reach of IRWA marketing.*
4. *Structure: Strengthen the infrastructure of the association.*

**1) Call to Order/Roll Call...Penny Rolf, SR/WA, R/W-NAC, R/W-RAC Region Chair**

Acknowledge and record the attendance of the Region's voting directors.

- Ch. 5 – Martha Long, SR/WA and Natalie Meighan, SR/WA
- Ch. 20 – Andy Girga and Mindy Leadholm, SR/WA
- Ch. 37 – Teresa McClure and Alex Sammet, RWA
- Ch. 41 – Jay Walton and Amanda Vande Voorde, RWA
- Ch. 72 – Ray Barchenger, SR/WA, R/W-RAC and Meghan Bratvold, SR/WA
- Ch. 78 – Joel Walker and Stacey Kroeger, SR/WA, R/W-RAC
- 44 members in attendance

**2) Approval of 2019 Spring Forum Minutes/Treasurer Report  
..... Carrol McCracken, SR/WA, Region Secretary / Treasurer**

- 2019 Spring Forum minutes – They have been emailed out, posted on the region website, and we had a hard copy at the meeting.
  - Motion to approve –Stacey Kroeger, seconded by Vicki Severson, RWP, Motion carried
- Treasurers report – nothing to approve. Carrol reported no significant treasury activity since our Spring Forum just a few weeks ago other than writing a check for \$2,500 to pay for the IRWA RWIEF golf outing sponsorship and that we have received checks for \$360 from every chapter for the same. The only other change will be a few cents of interest.

**3)IECCandidates.....Penny Rolf**

**Background:** We have 4 confirmed candidates running for election to the

International Executive Committee at the June Board of Directors Meeting.

International Vice President Candidates-

- Jake Farrell, SR/WA
- Ana Rausch, SR/WA – Gave a short presentation

International Secretary –

- Brett Farner, SR/WA – Gave a short presentation
- Judy Jones, SR/WA
- Stewart Anderson, SR/WA – Gave a short presentation

**4) Directors Voting Instructions.....Michelle MacMillan, SR/WA  
Region INEC Representative**

- Michelle MacMillan went through the voting instructions and check in information
- Anyone who is not a voting director must sit at the back tables.
- Penny Rolf mentioned every voting director should have gotten a packet of information mailed to them. The main things are bylaw changes which include a corporate membership, and clarification that a person will only have one vote at the board meeting if a person holds both advisory council and director positions. Everyone is welcome to come to the meeting.

**5) IGC Meeting Recap – .....Penny Rolf & Dan Leshner, SR/WA  
Region Chair/Region Vice Chair**

- Draft minutes have been assembled and are available for viewing
- Penny gave a recap of the meeting and minutes

**6) Potential 2018-2019 IEC Officers..... Penny Rolf**

International President:

- Aimie Mims, SR/WA, R/W-AMC, R/W-NAC

International President Elect:

- Sharon Slauenwhite, SR/WA (up for election)

International Vice President:

- 2 candidates running for this office (up for election)

International Treasurer:

- James Olschewski, SR/WA, R/W-NAC (up for election)

International Secretary:

- 3 candidates running for this office (up for election)

**7) Governance Task Force Update..... Carrol McCracken**

- Presented information from GTF.
  - Governance change came to a halt in Edmonton.
  - 10 members for the Region and IEC members.
  - Have been going through past documents to understand reasons for proposed changes, and talked about multiple reasons that have been put forth for the changes
  - Everyone can access minutes that are posted on the Member Network and have been emailed out
  - Task Force will be meeting tomorrow to review our strategic plan with a goal to present something to the IGC/IEC in September. Further work will be at the discretion of the IGC/IEC.

- There was a question if the change in CEO will change the direction of the GTF. That question has been posed but not answered yet. It may come up tomorrow in the GTF meeting.
- He will still take responses to the questions that were emailed out.

**8) Foundation Report.....Craig Poorker, SR/WA, R/W NAC**

- Provided Monday night event information update, which will have live music and free food.
- Gave an update on the Handbid app for the silent auction
- Visit the booth and you can participate in the 50/50 raffle. At the booth they also have a business card drawing where they will be giving away 2 free classes and one conference registration.
- Each Region is getting 2 backpacks which can be given away or used as fundraiser items.
- Update on Steve Grandin’s fundraiser motorcycle ride
- Thanked Region 3 for its platinum level sponsorship
- Discussed forms for donations that can be made after the Board of Directors meeting
- Mentioned the great job done with the foundation by Brett Farner.
- After the golf outing, Region 3 will receive extra can koozies which can be given out at a future meeting.

**9) Committee/COP Reports**

- Roger Osthoff – International Transportation Committee
  - Met this morning. They will try to formulate a guide for goals for the next few years
  - They are a resource for a list of speakers and ideas for presentations will be developed for chapters and forums
- Michelle MacMillan, SR/WA – International Nominations and Elections Committee
  - Nothing beyond what was presented earlier when discussing elections at the conference board meeting
- Joel Walker – Appraisal COP
  - Goal is an effort to update 4-day partial acquisition class and to get a one-day partial acquisition class for non-appraisers
  - Attendee who is a MAI says SR/WA isn’t seen as an important designation in eminent domain hearings, so that needs to be improved
- Brian Currie, SR/WA – International Electric Utility Committee
  - Well organized committee, mentioned incoming chair
  - Considering putting on a seminar which may be done in conjunction with 2020 Spring Forum in Minneapolis
- Carrol McCracken – International Public Agencies Committee
  - Amanda Vande Voorde has volunteered to be our new Public Agencies Region 3 Representative on this Committee
  - Mentioned how there was a goal to get more members active that are employed our local public agencies
- Stacey Kroeger – International Relocation Committee
  - Updates are being done on Course 505 Advanced Residential Relocation and Course 506, Advanced Business Relocation
  - Coming up with a new toolbox for Federal Aid Policy Guide
  - FAQ has not been updated yet

- For relocation, getting new specs up as laws are updated
- Mike Murray, SR/WA, R/W-NAC – International Ethics Committee
  - Will be working on next year’s strategic plan for 2019-2020
  - Will be reviewing and updating some vague disciplinary procedures
  - Long term goal of updating the ethics rules, which will be a multiple year process
  - Ethics officers have been asking for more direction on investigative processes. Will be developing a checklist.
  - More open communication with IGC. It may be a quarterly or annual high-level report of complaints while maintaining confidential details.

**10) YP Report..... Amanda Vande Voorde, RWA**

- Sarah Cook will be taking over as the Region Representative going forward
- They would like to get more active Young Professionals
- They raised \$660 for the RWIEF this spring at the YP event
- Mentioned Faye Gillespie and Kelsey McGregor as the scholarship recipients attending this conference. The YP group hopes to have them attend next year and hope to offer more scholarships next year.
- Encouraged all YP’s from the Region to attend the 2020 Annual Conference.
- Will post the reports from the scholarship recipients on the Region website

**10) 2020 Conference Update..... Mindy Leadholm, SR/WA/Dan Leshner**

- Have ordered IRWA conference pins and they will be distributed
- Please pick up your shirts
- They have been shadowing the group in Portland
- They have reserved March 15-17, 2020, are set for the 2020 Spring Forum in Minneapolis. This will be at the same hotel as the 2020 Annual Conference so everyone can be familiar with the site.
- They will do another presentation at the Fall Forum. Please let them know of anything you like or anything you think could be done better and pass that information along to them.

**11) Upcoming Meetings..... Roger Osthoff**

- Chapter 37 is hosting, and the forum location is in Chesterfield, MO
- The forum is Sept. 22-24 – a flyer is posted on the Reg. 3 website
- YP social is an Ax throwing event on Sunday, Sept. 22
- Fall Forum meeting, lunch, presentation, and Top Golf event will be on Monday, Sept. 23
- Tuesday, Course 902, Property Descriptions

**12) Adjourn**

- There was a Motion to adjourn by Stacey Kroeger and a second by Roger Osthoff. Motion carried

**List of Attendees:**

Penny Rolf – Region 3 Chair  
Dan Leshar – Region 3 Vice-Chair  
Carrol McCracken – Region 3 Secretary/Treasurer  
Jay Walton, Chapter 41 – President and Director  
Amanda Vande Voorde, Chapter 41 – Vice President and Director  
Stacey Kroeger, Chapter 78 – Director  
Mike Murray, Chapter 72 – International Ethics Committee  
Chris Rogers, Chapter 20  
Joel Waller, Chapter 78 – President and Director  
Andy Girga, Chapter 20 – Director  
Matt Hagelin, Chapter 20 – Treasurer  
Danny Bissonnette, Chapter 20  
Greg Cooley, Chapter 20  
Mindy Leadholm, Chapter 20 - President and Director  
Michelle MacMillan, Chapter 20 – Region 3 INEC  
Roger Osthoff, Chapter 37  
Tyler Buckingham, Chapter 41  
Mark Stiles, Chapter 5  
Gerald Johnson, Chapter 37  
Marilyn Labuck, Chapter 5  
Wilma Goodwillie Chapter 5  
David Rein, Chapter 5  
Ken Wunsch, Chapter 41  
Matt Armfield, Chapter 5  
Cindy Broxterman, Chapter 5  
Natalie Meighan, Chapter 5 - Director  
Nikkiy Bestgen, Chapter 37 – Young Professionals Group  
Pete Buckingham, Chapter 41  
Brent Rolf, Chapter 20  
Ben Barker, Chapter 20  
Faye Gillespie, Chapter 20  
Kelsey McGregor, Chapter 72  
Martha Long, Chapter 5 - Director  
Claudia Vines, Chapter 5  
Jeff Douglas, Chapter 37  
Ales Sammet, Chapter 37 – Director  
Jamie Michael, Chapter 78  
Chris Calderon, Chapter 78  
Brian Michael, Chapter 78  
Mickie Abell, Chapter 72  
Ray Barchenger, Chapter 72  
Vickie Severson, Chapter 72  
Kelly Anderson, Chapter 72  
Brian Currie, Chapter 41