

Minutes of IEEE REGION 3 ExCom E-Conference

19 May 2008

Attendees: David Bower, William Clayton*, James Conrad*, Bob Duggan, Devon Gayle*, David G. Green*, Adeb Hamzey, Roy Harris, Charles E. Hickman*, Don Hill*, Keith Jadus*, William LaBelle, George F. McClure*, David McLaren, William B. Ratcliff (chair)*, Mary Ellen Randall*, Jim Remich, Richard L. Riddle*, Wilfred Roberts, Lee Stogner* (* → voting members)

David Green, serving as facilitator as requested by Director Ratcliff, convened the ExCom at 9:00 pm Eastern. Director Ratcliff welcomed everyone to the IRC and teleconference and thanked them for their participation

The ExCom approved agenda and the following items on the consent agenda:

- Receiving the reports listed in the Information Agenda
- Approved the minutes of 24 March 2008 ExCom Teleconference

Director Ratcliff briefly reviewed the activities of the evening included in his report.

Director-Elect Stogner reviewed his report and asked for members to help with the member recovery efforts.

Secretary Green and Treasurer referred members to their reports online.

Past-Director McClure (as N&A Chair) is looking for volunteers to serve next year.

Action Agenda

Received Audit Committee report.

Discussion Agenda

Director Ratcliff discussed the development of operational (tactical) plans for the next 18-24 months. He (along with SPC Chair Riddle and Director-Elect Stogner) is asking the appropriate committee chair one to identify three highly focused objectives that align with the Strategic plan for each Committee. A project management framework will be wrapped around the aggregated tactical plan to help track our progress. Communications Chair Bill Clayton reviewed his efforts as the “pilot” chair for this effort. Dick Riddle reported on the planned sequence of Chair meetings (next up: Member Development, Leadership Development and Region Support, Conferences, Awards, PAO). The group then engaged in a discussion of process and alignment with the strategic plan.

Director Ratcliff announced a milestone for Region 3 to have all its tactical operational plans to be submitted by 4 July 2008.

Director Ratcliff asked that we establish a mechanism for recording intended participation. The secretary offered to pre-establish the September Region 3 meeting participation tracking system.

With ExCom input, Director Ratcliff announced that the next ExCom meeting would be 21 July 2008 at 9 – 11pm EDT.

Newsletter is about ready to be sent to Region 3 volunteers.

Having completed its business, Director Ratcliff adjourned the meeting.

Respectfully submitted,

David Green
Secretary