

IEEE Region 3 – ExCom Meeting
Web Conference - Minutes
March 19, 2018
8pm – 10pm

Attendees:

Gregg Vaughn*	Jill Gostin*	Chase Battaglio*	Ken Pigg*	Jim Conrad*	Steve Kemp*
Charles Lord*	Chris Hardy*	Neena Imam*	Eric Grigorian*	Lee Stogner*	Don Hill*
Damith Wickramamayake*	Kristin Bing*	Grayson Randall	Sonya Dillard*	Eric Ackerman	Jim Howard
Parag Upadhyay	Mark Torres*	Jacquelyn Cunningham	Mary Ellen Randall	William Harrison*	Bill Ratcliff
Theresa Brunasso*	David Green*	Richard Kent	Bob Bush	Robert Hobbs	Patrick Kung
Christopher Burge	Matt Horrer	Thomas Field	Trey Daniels	Christopher Wright	John Balsam
Vukia Jovanovic					

* Voting members

Agenda:

- I. Start of Region 3 Meeting – Gregg started the meeting at 8:03pm.
- II. Approval of Agenda – main agenda
- III. Consent Agenda – See Informational Agenda
 - a. Reports
 - b. Approval of meeting minutes 1/15/18 – Minutes approved and recording of meeting is available on the [web](#). Chase will update the meeting minutes noting the correct budget line item for MOVE.
- IV. Officer Reports
 - a. Director/Chair's Report: See report on web
 - i. Neena Imam asked about presentation templates for SoutheastCon. Templates will be available within the next few of days.
 - b. Director-Elect Report: See report on web
 - i. Views role as (1) supporting volunteers and (2) support projects (e.g. MOVE and Red Cross Training)
 - c. Secretary Report: See report on web
 - d. Treasurer Report: See report on web
 - i. Assessment answer – IEEE will do away with the retirement assessment on Sections and Regions
 - ii. Received \$9,900 for SoutheastCon 2017
 - iii. Will hold a FinCom meeting at SoutheastCon
 - iv. Targeted phishing emails requesting funds – please watch out for these emails and verify requests
 - v. David Green asked if the financial report was submitted on time for the region and about outstanding checks in report. Reports are still in process and will be submitted in the next couple of days. Will work on cleaning up outstanding checks
 - vi. Don Hill asked about 60 day rule on expense reports. This is a new rule with IEEE and we should address this at SoutheastCon and on future conference calls. The 60 day rule should be included in the travel policy.
 - e. Past Director:
 - i. Looking for Director-Elect candidates for 2022 – 2023. If you are interested, please contact Jim Conrad. Deadline is March 15, 2019.
 - ii. Working with conference committee and on manual developments
- V. Action Agenda
 - a. 2018 Region 3 Budget Modification – PACE Funds
 - i. Overall PACE funding should be at \$15,051.33
 - ii. ExCom unanimously approved PACE budget modification.
 - b. 2018 Region 3 Strategic Plan: see document on web
 - i. David Green presented the 2018 strategic plan
 - ii. ExCom unanimously approved the plan
- VI. Discussion Agenda
 - a. MOVE

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- i. Training Sessions:
 - 1. 3/25/18 – Atlanta
 - 2. 4/19/18 – St. Petersburg (SoutheastCon) – includes Red Cross training
- ii. STEM Activities:
 - 1. 3/24/18 – Atlanta Science Festival
 - 2. 3/29/18 – Charlotte STEM fair
 - 3. For additional dates, see MOVE calendar at <http://move.ieeeusa.org/events/>.
- b. Fraud issues: see Treasurer's report
- c. 2018 SoutheastCon
 - i. There 256 registrants to date and the conference hotel is full.
 - ii. Paper authors will be notified within the next week regarding conference details.
 - iii. Overall, conference preparations are going well.
- d. 2018 SoutheastCon Program: see web
 - i. Gregg reviewed the draft program
 - ii. OU Analytics is the replacement for SAMIEEE. Charles Lord will lead a session on Saturday afternoon of SoutheastCon to review OU Analytics. The presentation will focus on the 360 view of the member.
- e. Government Relations Update:
 - i. IEEE USA staff works with congressional representatives to educate congressmen/women on technological issues.
 - ii. Met with Senators Graham and Scott to discuss immigration reform and potential impacts on US based engineers
 - iii. Typically meets with congressional staff.
 - iv. Congressional members typically meet with constituents in fields offices on Fridays
 - v. Lee is willing to assist volunteers within the Region regarding governmental issues.
- f. SoutheastCon 2021 Recommendations:
 - i. Atlanta Hyatt Regency is the recommended site
 - ii. Gregg and Don asked everyone to review the information on the site by the next ExCom meeting. We will vote on the recommended site on 4/16/18.
 - iii. David Green asked if the proposal included detailed information on the host group. No, only the hotel information is included.
 - iv. David noted that he would like to see a statement of support from the host Section. Kristin Bing, Atlanta Section Chair, noted that the Section fully supports the recommendation.
- VII. Old Business – None
- VIII. New Business
 - a. MGA Nominations – deadline is tomorrow! Chase emailed information to the ExCom at the conclusion of the conference call.
 - b. Action Items:
 - i. Chase to add David Green to OU Analytics through vTools – complete
 - ii. Chase to correct 1/15/18 meeting minutes to note the correct budget line item for MOVE – complete
 - iii. Ken to adjust expense rules to reflect 60 day rule
 - iv. Chase/Gregg to send out presentation templates for SoutheastCon – complete
- IX. Upcoming Meetings: 03/19/18 from 8pm – 10pm eastern via WebEx