

IEEE Region 3 – ExCom Meeting
Web Conference – Minutes
20 April 2020
8:00-10:00pm

Attendees (ExCom voting member*):

Jill Gostin*	x	Theresa Brunasso*	x	Pat Donohoe*	x	John Balsam*	x
Gregg Vaughn*	x	Steve Kemp*	x	Charles Lord*	x	Jenny Palmer*	
Claude Pitts*	x	Justin Baba*		Danny Merkl*		Lee Stogner*	x
Don Hill*	x	Damith Wickramamayake*	x	Kristin Bing*	x	Sonya Dillard*	x
Eric Grigorian*	x	Bill Marshall*	x	Bill Harrison*	x	Jacquelyn Cunningham*	
Dave Green*	x	Victor Basantes*		Nelson Lourenco	x	Grayson Randall	x
Chirat Pathiravasam		Bill LaBelle	x	Evelyn Licona		Lucas Sweet	x
Ebonee Walker		Hulya Kirkici		Glenn Parker	x	Sean Haynes	
Parag Upadhyay		Wyman Williams	x	Thomas Bellarmine	x	Hasala Dharmawardena	x
Amanda Sahlstrom		Sharlene Brown		Mark Torres	x	Jim Conrad	
Bill Ratcliff	x	Bailey Ulferts		Rachel Wilson		Subodha Charles	x
Devon Gayle	x	Bob Hobbs		Patrick Kung	x	Stevo Bozonovski	x
Matt Horrer		McCauley Osaisai	x	Rich Kent	x	David Fillion	x
Derik Pack	x	Scott Kuntzelman		Paul Goodson		Allen Jones	x
Mary Ellen Randall		AJ Burke	x	Paul Belussi		Bob Bush	
Raul Ortega		Jim Howard		John Doyle	x	Chris Hardy	
Leandro Barajas		Warren Mackey		Winfort Myles		Eric Ackerman	
David Griffith		Demetris Geddis		Mike Puckett	x		

Agenda:

- 1) Director Gostin began the meeting at 8:00pm.
- 2) The meeting agenda was approved without change.
- 3) The consent agenda, consisting of the minutes from the 23 March 2020 ExCom Meeting and reports listed in the information agenda, was approved.
- 4) Officer Reports
 - a) Director Report
 - i) Director Gostin noted the passing of Jim Howard, discussed his many contributions to IEEE as a volunteer, and requested a moment of silence in memory of Jim. The award that Jim Howard was to receive at SoutheastCon 2020 will be presented at a Florida West Coast Section meeting, as requested by his widow Donna Howard.
 - ii) Director Gostin discussed how IEEE is shifting from an emphasis on membership renewal to promoting member benefits. This emphasis will continue given the current environment.
 - iii) Region 3 will provide information on the IEEE President Elect candidates and IEEE-USA President Elect candidates in the coming days.
 - b) Director-Elect Report

Director-Elect Brunasso referred to her report and noted that the Area Chairs are working to assist Section Chairs during this time of no face-to-face meetings. The Area Chairs have noted that many Sections are struggling to keep their websites up to date, and are requesting a region volunteer to work with the Sections in this regard.
 - c) Secretary Report

Secretary Donohoe has posted all submitted reports to the meeting website, and encouraged those with other reports to submit them for posting after the meeting.
 - d) Treasurer Report
 - i) Treasurer Balsam presented the overall details of the 2020 Region 3 budget to date.

- ii) Treasurer Balsam noted that all Region 3 Sections were marked as complete in the NetSuite reporting, with most Sections earning the bonus for early submission. He thanked all those who worked hard to make that happen.
- iii) The 2019 Region 3 annual audit is underway. Treasurer Balsam is working with former Region 3 Treasurer Ken Pigg to gather all the information required for the audit. One item that is needed is the final report for SoutheastCon 2018. Director-Elect Brunasso will pursue locating this report.
- iv) Treasurer Balsam noted that IEEE is evaluating a new resource planning tool that will allow all of the region financials to roll up in real time.
- e) Past Director Report
 - Past Director Vaughn reported that the Nominations and Appointments Committee is currently evaluating two possible candidates for the 2024-2025 Director (2022-2023 Director Elect) who will be elected in 2021. Past Director Vaughn encouraged anyone interested in being considered to contact him.
- 5) Action Agenda
 - The Chair of the Region 3 Conference Committee, Eric Grigorian, presented details of a proposed update to the SoutheastCon Operations Manual. Chair Grigorian thanked everyone who worked on the update, and noted that this document can be used by both conference organizers and Sections considering hosting SoutheastCon. The last update to this document was made in 2012. Chair Grigorian moved that the document be approved. The motion was approved.
- 6) Discussion Agenda
 - a) SoutheastCon 2020
 - Charles Lord, SoutheastCon 2020 Co-Chair, discussed post conference details after the virtual conference that was held at the end of March. The conference organizers are working to get the presented papers through the publication process. The overall budget for SoutheastCon 2020 is now in the black and projected to be between \$0 and \$10,000.
 - b) Newsletter
 - Director Gostin noted that the upcoming Region 3 newsletter will focus on staying connected and she encouraged the submission of articles. The deadline for article submission is May 9.
 - c) Upcoming Webinars
 - Director Gostin discussed some upcoming webinars in Region 3. The second and third webinars on WebEx Events training will be held on April 22 and 29. The training that was missed at SoutheastCon 2020 will be presented in May. Among the topics are tools for officers, roles of Section officers, and succession planning.
 - d) Sections Congress Recommendations
 - Region 3 Sections Congress Coordinator Kristin Bing thanked all the Sections that submitted recommendations. The recommendations were evaluated by Jill, Theresa and Kristin, and similar recommendations were combined. The deadline for Region discussion on the recommendations (on Collabratec) is April 21. An email calling for voting will go out on April 22 and voting will be open for seven days.
- 7) Review of Action Items From Last Meeting
 - Secretary Donohoe noted that all actions items were complete, including the submission of Sections Congress recommendations.
- 8) Old Business - none
- 9) New Business

Chair of the Coastal South Carolina Section Derik Pack discussed a NIST grant on cybersecurity outreach. Section Chair Pack noted that the grant covers collaboration with NIST on their large cybersecurity outreach conference. The ExCom discussed the grant and suggested contacting IEEE Educational Activities to gauge their interest.

10) The meeting was adjourned at 9:05pm.