IEEE Region 3 – ExCom Meeting
Web Conference – Minutes
15 February 2021
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*		Justin Baba*		Danny Merkl*		Lee Stogner*	
Don Hill*	x	Damith Wickramamayake*		Kristin Bing*		Sonya Dillard*	x
Eric Grigorian*	x	Bill Marshall*	x	Bill Harrison*	x	Jacquelyn Cunningham*	x
Dave Green*	x	Victor Basantes*		Nelson Lourenco	x	Grayson Randall	x
Chirat Pathiravasam		Bill LaBelle		Evelyn Licona		Lucas Sweet	x
Ebonee Walker		Hulya Kirkici		Glenn Parker		Sean Haynes	
Parag Upadhyay		Wyman Williams	x	Thomas Bellarmine	x	Hasala Dharmawardena	x
Amanda Sahlstrom		Sharlene Brown	x	Mark Torres	x	Jim Conrad	
Bill Ratcliff	x	Bailey Heyman		Rachel Wilson		Subodha Charles	
Devon Gayle	x	Bob Hobbs	x	Joe Pennisi	x	Bruce Harvey	x
Matt Horrer		McCauley Osaisai	x	Rich Kent		David Fillion	
Derik Pack	x	Angelo Ferraro	x	Paul Goodson		Allen Jones	x
Mary Ellen Randall	x	AJ Burke		Paul Belussi	x	Bob Bush	
Raul Ortega	x	Nancy Mate'		John Doyle	x	Jason Finn	
Leandro Barajas	x	Warren Mackey		Winfort Myles		Eric Ackerman	
David Griffith		Demetris Geddis	x	Mike Puckett		Erica Simmons	
Tamseel Syed	x	Dave Irons		Allen Zheng	x	Olugbenga Anubi	
Stephen Morris		Stephen Hopkins	x	John K. John	x	Larry Adams	x

Agenda:
1) Director Gostin began the meeting at 8:00pm.
2) The meeting agenda was approved.
3) The consent agenda, consisting of the minutes from the 25 January 2021 ExCom Meeting and reports listed in the information agenda, was approved.
4) Officer Reports
   a) Director Report
      i) Director Gostin noted that her report contains information on the potential realignment of IEEE Regions. The realignment of Regions will not impact the operation of Sections, and the implementation of the realignment would probably be approximately five years in the future.
      ii) Director Gostin will provide an update on the Board Series at our Region Meeting at SoutheastCon 2021.
      iii) Area Chairs were encouraged to inform our Sections of the upcoming Region 3 Committee meeting.
   b) Director-Elect Report
      Director-Elect Brunasso noted that she has been working with the Atlanta team on the Region meetings at SoutheastCon 2021 which will be discussed later in this meeting.
   c) Secretary Report
      Secretary Donohoe has posted all submitted reports to the meeting website. The roll call was taken for the meeting.
   d) Treasurer Report
      i) Treasurer Balsam presented a quick review of the 2021 budget.

    ii) Treasurer Balsam encouraged all Sections and Chapters to send their 2020 financial close information into IEEE for certification and approval.

    iii) Treasurer Balsam reminded Sections and Chapters to complete COI compliance information when officers are changed.

  e) Past Director Report

      Past Director Vaughn had nothing to report.

5) Action Agenda

  a) Changes to the Region 3 Area Model

      The Chair of the Strategic Operations and Support Committee (SOSC) Dave Green presented background information on the history of Area Chairs in Region 3 and how the operation of the Region has changed over the years. Since 2014, Region 3 has been examining the role of Area Chairs, and Chair Green referenced two reports (Operational Audit Committee and an Ad Hoc Committee on Area Chairs). The SOSC evaluated the report from the Ad Hoc Committee on Area Chairs, and endorsed the idea of reducing the number of areas in Region 3 from 9 to 5 by focusing on geography realignment of sections with the number of areas on par with other regions. The pros and cons of the proposed change were discussed, along with the process to achieve the modified structure. A motion to implement this change was made by SOSC Chair Green. After extended discussion, the motion was approved.

  b) Updates to Region 3 Bylaws and Region 3 Operations Manual

      SOSC Chair Green presented an overview of proposed changes to these two documents. The changes include (1) Delegate/Director-elect responsibilities regarding Area Chairs, (2) reporting requirements, (3) process for filling the Region 3 Committee membership, (4) asynchronous voting process, (5) policy for Region reserves, (6) Awards Committee membership, (7) Audit of the Operational Audit Committee, and (8) revision to conflict of interest statement. A motion to approve the proposed updates to the Region 3 Bylaws and Region 3 Operations Manual was made by SOSC Chair Green. The motion was approved.

6) Discussion Agenda

  a) Professional Activities

      Director Gostin noted that she had just been informed that Professional Activities Chair Cunningham will not be able to attend this meeting.

  b) Member Communications Committee

      Member Communications Committee (MCC) Chair Sonya Dillard provided an update on current activities of the MCC including the Region 3 website, Region 3 social media, and the Region 3 Newsletter. MCC is now gathering information about all Region 3 meetings on a monthly basis and sending out a summary of all meetings in Region 3. Significant increases in event participation have been noted.

  c) Humanitarian Activities Committee

      The Region 3 Representative to the Humanitarian Activities Committee (HAC), Tamseel Syed, provided an update on HAC activities. These activities include a webinar on the MOVE project and a webinar on the Region 3 Pandemic Projects.

  d) SoutheastCon 2020 Update

      Charles Lord provided a brief update on SoutheastCon 2021. A total of 111 papers were submitted to IEEE and published in early November. The remaining 46 papers should be published soon.

  e) SoutheastCon 2021 Update

      SoutheastCon 2021 Chair Wyman Williams provided an update on the upcoming virtual conference. A total of 181 papers were received and 142 papers were accepted. Two sponsors have signed up for SoutheastCon 2021: SimTech and IEEE USA.

     f) SoutheastCon 2021 Region 3 Meetings

        Director-Elect Brunasso provided details on the schedule for the virtual Region 3 meetings at SoutheastCon 2021. Additional training will be provided via WebEx throughout the year. Details on how to register for the conference were also presented.

7) Review of Action Items From Last Meeting

    No actions from last meeting.

8) Old Business – none

9) New Business – none

10) The next ExCom meeting is scheduled for April 19, 2020 from 8:00-10:00pm EST.

11) The meeting was adjourned at 9:40pm.