IEEE Region 3 – ExCom Meeting
Web Conference – Minutes
17 October 2022
8:00-10:00pm

https://ewh.ieee.org/reg/3/excom/meetings/2022-10/agendas.html

Attendees (* denotes ExCom voting member):

Theresa Brunasso*	x	Eric Grigorian*	x	Pat Donohoe*	x	Joe Pennisi *	x
Jill Gostin*	x	James Imanian*	x	Wyman Williams*	x	Raul Ortega *	x
Paul Kuban*	x	Patrick Kung*	x	Nelson Lourenco*	x	Sonya Dillard*	x
Eric Ackerman*	x	Kristin Bing*		Bill Ratcliff*	x	David Fillion*	x
Dave Green*	x	Bailey Heyman*	x	Devon Gayle	x	Sharlene Brown	x
Bill LaBelle		Evelyn Licona	x	Lucas Sweet		Stephen Hopkins	
Gregg Vaughn		Ebonee Walker		Hulya Kirkici		Charles Lord	x
Jim Conrad		Warren Nicholson		Joe Juisai	x	Alessio Medda	x
Claude Pitts		Eric Cramer		Andrew Seely	x	Mark Torres	x
Allen Jones	x	Tamseel Syed		Bill Harrison		Damith Wickramamayake	x
Steve Kemp		Don Wright		Jacquelyn Cunningham		Lee Stogner	x
Jiayi Lin		Mary Ellen Randall		Dave Conner		AJ Burke	
Paul Belussi		Larry Adams		Raj Gurupur	x	Annette Burney	x
Grayson Randall		Bob Hobbs		Don Hill		Earl McDonald	x
Matt Horrer		McCauley Osaisai	x	Rich Kent		Christopher Burge	
Derik Pack		Angelo Ferraro	x	Jihye Bae		Rajeev Agrawal	
Leandro Barajas		Warren Mackey		Mike Puckett		Bob Bush	
David Griffith		Demetris Geddis		Allen Zheng		Jason Finn	
Stephen Morris		Dave Irons		Christopher Udeagha		Olugbenga Anubi	
Dan Bishop		Erica Simmonds		Melody Richardson		Binesh Kumar	x
Jeff Bevan		Bruce Harvey		Andrew Seely		Masood Ejaz	
Steffen Camarato		Arup Kumar Ghosh		Michael Smith		Regina Hannemann	

Agenda:
1) Director Brunasso called the meeting to order at 8:00pm.
2) The meeting agenda was approved.
3) The consent agenda, consisting of the minutes from the 15 August 2022 ExCom Meeting and reports listed in the information agenda, was approved.
4) Officer Reports
   a) Director Report
      i) Director Brunasso announced that Sophie Muirhead, who has served as the General Counsel and Chief Compliance Officer for IEEE since 2019, is the new IEEE Executive Director and Chief Operating Officer.
      ii) Director Brunasso thanked everyone who participated in the recent IEEE election. Tom Coughlin has been elected as the 2023 IEEE President-Elect. Keith Moore is the 2023 President-Elect for IEEE-USA. The amendment to the IEEE constitution was approved.
      iii) Director Brunasso announced that Chan Wong (Atlanta Section) will serve as the new Region 3 Industry Relations Coordinator.
      iv) Director Brunasso expressed happiness for all of Region 3 as Kristin Bing is now out of the hospital and at home recovering.
      v) Director Brunasso encouraged everyone to submit nominations for our Region 3 awards. The deadline for nominations is December 1.

b) Director-Elect Report

Director-Elect Grigorian continues to support the Region 3 Director, working with the Region 3 Area Chairs and the Conference Committee. Director-Elect Grigorian will be attending IEEE Convene 2022 in Boston, MA on 27-28 October.

c) Secretary Report

Secretary Donohoe has posted all submitted reports to the meeting website. The roll call was taken for the ExCom meeting.

d) Treasurer Report

Treasurer Pennisi presented the high-level overview of the current Region 3 budget. The revenue from SoutheastCon 2022 ($25,480.60) has been received and the conference has also repaid the loan of $5K. SoutheastCon 2022 expense reports are almost complete and 3 Student Branches have yet to cash their travel subsidy checks. The $5K loan for SoutheastCon 2023 has been processed.

e) Past Director Report

Past Director Gostin has recently served on several nominations and appointments committees throughout IEEE and noted a general reduction in the number of submitted nominations. She encouraged current volunteers whose terms are ending to identify others that could fill these positions, and provide them information about the positions. Past Director Gostin encouraged everyone to mark their calendars for Sections Congress 2023 (August 11-13, Ottawa, Canada).

5) Action Agenda

Approval of 2023 Region 3 Budget

Treasurer Pennisi presented details of the proposed 2023 Region 3 budget. The overall regional expense amount for 2023 is impacted by Sections Congress 2023. As typical, Region 3 plans to have a deficit budget for 2023, in the amount of approximately $159K. This amount was approved by the Region 3 Finance Committee considering the $246.5K of total region surplus for the years of 2020 and 2021. The income projection for 2023 is conservative at $140.5K. Most 2023 expenses tend to track that of 2022. The differences are associated with a slight increase for conference committee travel, the elimination of IEEE-USA (PACE) items, the addition of Sections Congress 2023 support, an increase in the student branch training budget for more face-to-face training, and a reduction in SoutheastCon 2023 expenses due to one less day based on the anticipated region committee meeting at Sections Congress. A motion was presented to "recommend Region 3 ExCom approve 2023 budget as proposed and approved by FinCom". The motion was approved.

6) Discussion Agenda

SoutheastCon 2023 Update

SoutheastCon 2023 Chair Joe Juisai provided an update on SoutheastCon 2023. The conference seed loan funding has been received from both Region 3 and the Orlando Section. The technical paper submission was opened on September 25 (20 papers submitted, 6 accepted, 1 rejected) and an update to the student hardware competition rules was posted on October 11. For the student software competition, the UCF software competition team is working on automated scoring and problem fine tuning. Tutorial, workshop and demonstration proposals are due on October 31, using a 2-hour, 4-hour or full-day format. Room assignment planning will begin soon and a punch list of hotel logistic items will be generated. The conference hotel (Orlando Hilton) informed the SoutheastCon 2023 Committee that a $50K advance deposit was due on October 15 due to the lack of an IEEE credit approval. The conference planning committee has contacted IEEE Meetings, Conferences and Events (MCE) to determine why the IEEE credit approval was not granted.

MCE is currently working to resolve the issue. Also, for some unknown reason, the SoutheastCon 2023 concentration banking account was opened with a negative $5K balance. IEEE NextGen Banking was contacted to investigate the matter. A discussion on possibilities for conference sponsors followed.

7) Review of Action Items From Last Meeting – none
8) Old Business – none
9) New Business – none
10) The next ExCom meeting was originally scheduled for 21 November 2022 from 8:00-10:00pm EST. Given that this late date in November could conflict with the holidays, it was proposed to move the ExCom to 14 November and Director Brunasso agreed. There will be no ExCom meeting in December.
11) After the executive session, the meeting was adjourned at 8:51 pm.