

IEEE Region 3 – ExCom Meeting
Web Conference – Minutes
21 June 2021
8:00-10:00pm

Attendees (ExCom voting member*):

Jill Gostin*	x	Theresa Brunasso*		Pat Donohoe*	x	John Balsam*	x
Gregg Vaughn*		Steve Kemp*		Charles Lord*	x	Jenny Palmer*	
Claude Pitts*		Justin Baba*		Danny Merkl*	x	Lee Stogner*	x
Don Hill*	x	Damith Wickramamayake*	x	Nelson Lourenco*	x	Sonya Dillard*	x
Eric Grigorian*	x	Bill Marshall*	x	Bill Harrison*	x	Jacquelyn Cunningham*	x
Dave Green*	x	Bailey Heyman*	x	Kristin Bing		Grayson Randall	x
Chirat Pathiravasam		Bill LaBelle		Evelyn Licona		Lucas Sweet	
Ebonee Walker	x	Hulya Kirkici		Glenn Parker		Jiayi Lin	
Parag Upadhyay		Wyman Williams	x	Thomas Bellarmine	x	Hasala Dharmawardena	x
Amanda Sahlstrom		Sharlene Brown	x	Mark Torres		Jim Conrad	
Bill Ratcliff	x	Larry Adams		Rachel Wilson		Michael Smith	
Devon Gayle	x	Bob Hobbs		Joe Pennisi	x	Bruce Harvey	
Matt Horrer		McCauley Osaisai	x	Rich Kent		David Fillion	x
Derik Pack		Angelo Ferraro		Paul Goodson		Allen Jones	x
Mary Ellen Randall		AJ Burke		Paul Belussi		Bob Bush	
Raul Ortega	x	Nancy Mate'		John Doyle		Jason Finn	x
Leandro Barajas		Warren Mackey		Warren Nicholson		Eric Ackerman	
David Griffith		Demetris Geddis		Mike Puckett		Erica Simmonds	
Tamseel Syed	x	Dave Irons		Allen Zheng		Olugbenga Anubi	
Stephen Morris		Stephen Hopkins		Christopher Udeagha		Hermann Amaya	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 17 May 2021 ExCom Meeting and reports listed in the information agenda, was approved.
- 4) Officer Reports
 - a) Director Report
 - i) Director Gostin encouraged everyone to read the latest Region 3 Newsletter which contains some great articles that are helpful for volunteers, and articles describing projects sponsored by the region. The newsletter can be found on the Region 3 website.
 - ii) The changes to our bylaws associated with reducing the number of Areas in Region 3 from nine to five have been approved by IEEE Governance. These bylaw changes will be included on June MGA meeting agenda. The motion to dissolve the Tennessee Council will also be included on the June MGA meeting agenda.
 - iii) Director Gostin encouraged the Area Chairs to check in on your Sections to make sure they are “restarting” and holding meetings. Some Sections and Chapters are struggling to get restarted and may need assistance. Remember that ExCom Committee Chairs are excellent resources and will work with Section Chairs during the transition back to normal operation.
 - iv) MGA ended 2020 with a surplus and provided funds for new multi-regional initiatives. Region 3 submitted six proposals, none of which are being recommended by the MGA Finance Committee for funding. Several of the proposals were considered to be good ideas, but not appropriate for the surplus funding based on specific limitations, and should be

forwarded to the appropriate IEEE entities for consideration. The MGA Board will consider the MGA Finance Committee recommendations at the June meeting.

- b) Director-Elect Report
 - Director-Elect Brunasso was unable to attend this meeting but submitted a written report.
- 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
 - Treasurer Balsam presented an update to the Region 3 budget, which included very little activity. Region 3 received a satisfactory rating (highest rating) for our final audit report that was received in late May. IEEE has yet to take any action on the Region 3 request to transfer our conference reserve funds to our long term investment account. Treasurer Balsam emphasized the need for Region 3 Section and Chapter Treasurers to go through the NextGen training provided by IEEE as soon as possible.
- e) Past Director Report
 - No report.
- 5) Action Agenda
 - No action agenda items
- 6) Discussion Agenda
 - a) Senior Member Drive Call for References
 - Region 3 Senior Member Coordinator Sharlene Brown presented information on the call for references to support the large number of senior member applications that have been received recently. Coordinator Brown discussed the need for more references and the process to recruit more references. Hermann Amaya from the Florida West Coast Section (FWCS) provided a summary of the FWCS best practices, where candidates are interviewed using Zoom breakout rooms. Over 120 candidates have been elevated to Senior Member using the program in the last two years.
 - b) Awards and Recognition Committee (ARC) Report
 - ARC Chair Nelson Lourenco provided a summary of the operation of the Awards and Recognition Committee. The committee membership was provided along with a discussion of the importance of awards. The ARC responsibilities were presented, along with the committee activities and goals. Each of the region-level awards were described in detail. Chair Lourenco described the process of submitting awards using the Region 3 awards site.
 - c) Operational Audit Committee (OAC) Report
 - OAC Chair Bill Harrison provided a summary of the function of the OAC, including the list of region committees to be audited on a rotating basis. The OAC responsibilities were presented, as defined in the Region 3 Operations Manual, along with the schedule for the audit process and the review criteria. The current Region 3 schedule for committee audits was provided.
 - d) Government Relations Liaison Report
 - Region 3 Government Relations Liason Lee Stogner provided an update on recent activities. In April, a virtual Congressional Visit Day was held which was attended by Region 3 representatives Lee Stogner, Hasala Dharmawardena and Mark Torres. Details of a recent presentation from Russ Harrison, Director of Government Relations, were provided. Lee Stogner encouraged Region 3 members to stay abreast of IEEE government relations activities.

- e) Student Activities Committee (SAC) Report
 - SAC Chair Bailey Heyman provided an update on the student mailers that will be sent out at the beginning of the fall semester. Detailed information on SoutheastCon 2022 will be included to encourage student branches to start planning early for SoutheastCon participation.
- a) SoutheastCon 2021 Update
 - SoutheastCon 2021 Chair Wyman Williams provided information on the process to close out the conference. The closeout is almost complete (one refund check has not been cashed) with a surplus of approximately \$32K. Write-ups on EDAS lessons learned and virtual conference lessons learned are in process. The conference Dropbox file is ready for upload to the SoutheastCon archive.
- b) SoutheastCon 2022 Update
 - Conference Committee Chair Eric Grigorian provided an update on SoutheastCon 2022. Registration options are being reviewed with the help of Charles Lord. The Call for Papers is complete and content has been added to the conference website. The student hardware competition rules will be frozen by August 1. The sponsorship team has met. A letter to ECE University Department Chairs has been drafted to solicit paper reviewers.
- 2) Review of Action Items From Last Meeting
 - Provide Region 3 members with a link to a recording of the recent webinar led by Kathy Land and Steve Welby – in process.
- 3) Old Business – none
- 4) New Business – none
- 5) The next ExCom meeting is scheduled for July 19, 2020 from 8:00-10:00pm EST.
- 6) The meeting was adjourned at 9:46pm.