

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

<https://ewh.ieee.org/reg/3/excom/meetings/2022-11/agendas.html>

Attendees (\* denotes ExCom voting member):

Theresa Brunasso*	x	Eric Grigorian*		Pat Donohoe*		Joe Pennisi *	x
Jill Gostin*		James Imanian*	x	Wyman Williams*	x	Raul Ortega *	
Paul Kuban*		Patrick Kung*	x	Nelson Lourenco*	x	Sonya Dillard*	x
Eric Ackerman*	x	Kristin Bing*		Bill Ratcliff*		David Fillion*	x
Dave Green*	x	Bailey Heyman*		Devon Gayle	x	Sharlene Brown	x
Bill LaBelle		Evelyn Licon	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	x	Bill Harrison		Damith Wickramamayake	x
Steve Kemp		Don Wright		Jacquelyn Cunningham		Lee Stogner	
Jiayi Lin		Mary Ellen Randall		Dave Conner		AJ Burke	x
Paul Belussi		Larry Adams		Raj Gurupur		Annette Burney	x
Grayson Randall		Bob Hobbs		Don Hill		Earl McDonald	
Matt Horrer		McCauley Osaisai	x	Rich Kent		Christopher Burge	
Derik Pack	x	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	x	Binesh Kumar	x
Jeff Bevan	x	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 17 October 2022 ExCom Meeting and reports listed in the information agenda, was approved.
- 4) Officer Reports
  - a) Director Report
    - i) In October, Director Brunasso attended the Region 7 Board Meeting in Toronto and noted that Region 7 has effective SAC and STEM Outreach websites which could be used as models for Region 3. Director Brunasso provided links to these websites in her report.
    - ii) Director Brunasso also attended the Conference Committee meeting and Convene in Boston with Eric Grigorian, Joe Juisai and Varadraj Gurupur where the team discussed SoutheastCon 2023.
    - iii) Director Brunasso attended the Florida West Coast Section Senior and Life Member Gala and encouraged other Region 3 sections to consider holding similar events.
    - iv) Director Brunasso will attend the IEEE Board Series in Vancouver where plans for Sections Congress 2023 in Ottawa will be finalized. Region 3 is planning to have a Region meeting at Sections Congress.
    - v) Director Brunasso noted that the November ExCom meeting is the final meeting of the year (no December meeting).

- b) Director-Elect Report
  - Director-Elect Grigorian was unable to attend the ExCom but submitted his report. He continues to support the Conference Committee, the Strategic Operations and Support Committee (SOSC) and the Finance Committee. He also continues to work with the Area Chairs to help engage sections and revive dormant sections.
- c) Secretary Report
  - SOSC Chair Dave Green presented the Secretary report for Secretary Donohoe who was unable to attend the ExCom.
- d) Treasurer Report
  - Treasurer Pennisi presented the high-level overview of the current Region 3 budget. The overall 2022 budget is still in the black. The only outstanding 2022 expense of note is the Region 3 Planning Meeting in December. All SoutheastCon 2022 expense reports have been closed out. The only items that remain open for SoutheastCon 2022 are the delivery of a student hardware competition award check and two Student Branches have yet to cash their travel subsidy checks.
- e) Past Director Report
  - Past Director Gostin is traveling to attend the MGA meeting at the Board Series but submitted her report. She encouraged sections to start making plans to attend Sections Congress 2023 in Ottawa. In early 2023, Region 3 will begin discussing recommendations to submit to Section Congress.
- 5) Action Agenda
  - There were no action items.
- 6) Discussion Agenda
  - a) SoutheastCon 2023 Update
    - SoutheastCon 2023 Chair Joe Juisai provided an update on SoutheastCon 2023. Prospective conference sponsors and exhibitors were contacted at the Synapse Conference in Orlando. The student hardware competition rules were finalized on November 1 and a Local Organizing Committee meeting was held on November 3. Conference registration became active on November 9 and the conference leadership is planning to meet with the University of Central Florida student software competition team on November 16. The issue with the SoutheastCon 2023 concentration banking account being opened with a negative \$5K balance was resolved. The \$50K advance deposit required by the conference hotel has been put on hold until January 12 when the credit check will be run by the property. Conference Chair Juisai recommended that Region 3 Committee members wait to register for the conference when instructed by the Region. The technical paper submissions stands at 46 papers submitted, 18 accepted, 13 rejected, and 5 withdrawn. The unofficial hotel walkthrough will occur on December 2-3 in conjunction with the Region 3 Planning meeting in Orlando.
  - b) Region 3 Projects Funding Requests
    - Region 3 Projects Coordinator Allen Jones presented a summary of current Region 3 Projects funding requests and thanked his Projects Committee members Damith Wickramanayake and Melody Richardson for their hard work. Details on the projects committee charter, how the projects funding works, possible project topics, team composition, how to apply for funding, the review process, and the projects timetable were presented. Coordinator Jones summarized the June 2022 ExCom motion that approved funding for Region 3 projects. The committee has received three projects funding requests. Details of the proposed topics were presented. The committee has recommended that one of the three proposals will be funded.

Two more projects applications are expected in the future. The ExCom discussed changing the operations manual to document the grant model from Region to Sections for Project Funding.

c) Awards and Recognition Committee (ARC)

Awards and Recognition Committee Chair Nelson Lourenco presented a summary of ARC activity. Chair Lourenco recognized the members of the committee, discussed the importance of awards, the responsibilities of the committee, and the activities and goals of the committee. The general criteria for the Region 3 Professional Awards were discussed. Chair Lourenco discussed how to utilize the Region 3 Awards site, provided an update on the status of awards applications, and noted the awards submission deadline of December 1.

- 7) Review of Action Items From Last Meeting – At the October ExCom meeting, Eric Grigorian requested a list of rooms available for planning the Region meetings at SoutheastCon 2023. Charles Lord has provided the information.
- 8) Old Business – none
- 9) New Business – none
- 10) The next ExCom meeting will be held on 23 January 2023 from 8:00-10:00pm EST by Webex.
- 11) The meeting was adjourned at 9:10pm.