

IEEE Region 3 – ExCom Meeting
 Web Conference – Minutes
 28 May 2024
 8:00-10:00pm

<https://ewh.ieee.org/reg/3/excom/meetings/2024-05/agendas.html>

Attendees (* denotes ExCom voting member):

Eric Grigorian*	x	Sonya Dillard*		Pat Donohoe*	x	Joe Pennisi *	x
Theresa Brunasso*	x	James Imanian*	x	Wyman Williams*	x	Raul Ortega *	x
Paul Kuban*	x	Daniel Diaz*		Nelson Lourenco*		Andrew Seely*	x
Joe Juisai*	x	Kristin Bing*	x	Gregg Vaughn*	x	Sharlene Brown*	x
Dave Green*	x	Bailey Heyman*		Alessio Medda	x	Bill LaBelle	
Eric Ackerman		Patrick Kung	x	Bill Ratcliff	x	David Fillion	x
Evelyn Licona		Lucas Sweet		Devon Gayle	x	Damith Wickramamayake	x
Brian Page	x	Vishwas Powar		Hulya Kirkici		Stephen Hopkins	
Tamseel Syed	x	Ebonee Walker		Chan Wong		Charles Lord	
Jim Conrad		John McDonald		Jill Gostin		Will Goins	x
Jacob Kulangara	x	Hermann Amaya		Binesh Kumar	x	Mark Torres	x
Allen Jones	x	Steve Kemp		Elizabeth Hayes		Arup Kumar Ghosh	
Kennedy Mays		Chase Battaglio		Brad Kicklighter		Lee Stogner	x
Jiayi Lin		Mary Ellen Randall		Dave Conner		AJ Burke	
Paul Belussi		Larry Adams		Raj Gurupur		Annette Burney	
Grayson Randall		Bob Hobbs		Don Hill		Earl McDonald	x
Matt Horrer		McCauley Osaisai	x	Rich Kent		Christopher Burge	
Derik Pack		Angelo Ferraro	x	Eric Cramer		Rajeev Agrawal	
Leandro Barajas		Warren Mackey		Mike Puckett		Bob Bush	
David Griffith		Demetris Geddis		Allen Zheng		Jason Finn	
Stephen Morris		Dave Irons		Christopher Udeagha		Masood Ejaz	
Dan Bishop		Erica Simmonds		Melody Richardson		Regina Hannemann	
Jeff Bevan		Magreth Mushi		Paul Nyffenegger		Sudhir Shenoy	
Bruce Magruder		Len Elam		Eric Elwell	x	Jordan Johnson	
Orville Walker		Michael Birochak	x				

Agenda:

- 1) Director Grigorian called the meeting to order at 8:00pm.
- 2) The meeting agenda was approved.
- 3) The consent agenda was approved which consisted of the minutes from the 22 April 2024 ExCom Meeting and reports listed in the information agenda.
- 4) Officer Reports
 - a) Director Report
 - i) Director Grigorian noted that the Region 3 newsletter was released in May and he thanked William LaBelle and Evelyn Licona for gathering the newsletter content.
 - ii) The VIC Summit and Honors Ceremony was held earlier this month in Boston and was a great success. Director Grigorian challenged everyone to begin consideration of deserving Region 3 candidates for these awards.
 - iii) Director Grigorian noted that the “Meet the 2025 IEEE President-Elect Candidates Forum” will be held at the upcoming IEEE Board Series on 21 June 2024 from 6:00-7:15pm EDT and the event should be livestreamed for those not attending the event.
 - b) Director-Elect Report – no report

- c) Secretary Report
 - Secretary Donohoe thanked everyone for submitting their ExCom meeting reports and will post the late reports to the website immediately after the meeting.
- d) Treasurer Report
 - Treasurer Pennisi gave a summary of the 2024 Region 3 budget to date (through April) with increased financial activity during the month including SoutheastCon expenses, income from long-term investments, and the regional assessment. MGA is currently in the process of distributing rebates. Seed loans for both SoutheastCon 2025 and 2026 have been paid out. Treasurer Pennisi provided a summary of the current state of SoutheastCon 2024 reimbursements relative to Region 3 attendees, Section representatives, awardees and students. Details of the two outstanding checks for SoutheastCon 2023 were provided.
- e) Past Director Report
 - Past Director Brunasso attended the VIC Summit and noted that IEEE President Coughlin wrote an article about the Summit that appeared in Forbes Magazine. Past Director Brunasso will be a presenter during the IEEE-USA Consulting Workshop at the IM Engineering South Conference in Charlotte on June 6.
- 5) Action Agenda – no action agenda items
- 6) Discussion Agenda
 - a) Area 1 Report
 - Area 1 Chair Jamie Imanian provided a short update on the activity levels for the sections in Area 1.
 - b) Area 2 Report
 - Following SoutheastCon 2024, Alessio Medda has taken over as Area 2 Chair for Wyman Williams. The two volunteers have conducted a transition meeting. Area chair Medda has reached out to all Sections in Area 2 and encouraged them to prepare for upcoming elections in vTools.
 - c) Area 3 Report
 - Area 3 Chair Raul Ortega provided a short update on the activity levels for the sections in Area 3. Chair Ortega is working with the weakest Section to motivate the membership, and with a Section that is behind schedule on the required election process.
 - d) Area 4 Report
 - Area 4 Chair Paul Kuban provided a short update on the activity levels for the sections in Area 4. One Section continues to be totally inactive while another seems to be struggling with regard to the number of meetings held.
 - e) Area 5 Report – no report
 - f) Awards and Recognition Committee (ARC) Report
 - New ARC Chair Devon Gayle stated that details of the awards winners presented at SoutheastCon 2024 were published in the latest Region 3 Newsletter. The ARC will convene in early June to discuss lessons learned and potential changes to the ARC manuals.
 - g) Member Communications Committee (MCC) Report
 - MCC Chair Andy Seely noted that the MCC plans to send out a survey to gauge what is important information for Region 3 members and how our members want to receive this information. The MCC has just stood up a Region 3 page on Linked-In. Chair Seely encouraged all ExCom members to evaluate the page, like the page and tag the page in posts.
 - h) Conference Committee (CC) Report
 - CC Chair Joe Juisai noted that preparations for IEEE SoutheastCon 2025 in Charlotte are underway. The local organizing committee will begin their monthly meetings the week of May

22, 2024, with a planning retreat in mid-June. The CC has been in communication with both the Jamaica Section and the Central Tennessee Section about hosting future SoutheastCons.

- i) Finance Committee (FinCom) Report
FinCom Chair Joe Pennisi referred to the detailed FinCom information sent out each month from the Region 3 Treasurer prior to each ExCom meeting.
 - j) Section Support Committee (SSC) Report
SSC Chair Kristin Bing noted that the next Senior Member Roundup is scheduled for June 8. The SSC will be hosting webinars each month for the rest of the year and is working with the Student Activities Committee to provide Student Branches with easy to find Section contact information.
 - k) Nominations and Appointments Committee (N&AC) Report
Theresa Brunasso provided the N&A report. A list of possible candidates has been developed for 2026-27 Director-Elect and submitted to IEEE for vetting. The N&A will develop a slate of candidates from the approved list and will submit the slate to the ExCom for approval.
 - l) Operational Audit Committee (OAC) Report
OAC Chair Gregg Vaughan noted that the OAC is in the process of developing an "OAC Manual" to be included in the Region 3 Operations Manual. The OAC is also developing a procedure for all Region 3 committees to use to archive the committee activities for later use in an audit.
 - m) Professional Activities Committee (PAC) Report
PAC Chair Sharlene Brown noted that the PAC has published an information article in the latest Region 3 Newsletter. The PAC currently has funds available to assist Sections and Affinity Groups with their activities. The PAC continues to promote IEEE-USA Webinars through the monthly R3 eNotice.
 - n) Strategic Operations and Support Committee (SOSC) Report
SOSC Chair Dave Green noted that the SOSC has recently updated the Region 3 History document. Chair Green also summarized the current topics of discussion for the committee including financial guidelines, improvement of volunteer assignment documentation, the establishment of a YP subcommittee underneath the SSC, and archiving information for the operational audit committee.
 - o) Student Activities Committee (SAC) Report – no report
- 7) Review of Action Items from Last Meeting
From the Region 3 Committee meeting in March, Director Grigorian called for all Sections having elections to submit nominating committee names by June 30. Progress on this goal will be monitored by the Area Chairs.
- 8) Old Business – none
- 9) New Business – none.
- 10) The next ExCom meeting will be held on Monday, June 24 from 8:00-10:00pm EST by Webex.
- 11) The meeting was adjourned at 9:14 pm.