



**MEETING MINUTES**  
**International Governing Council**  
**June 25, 2020, 8:00am PDT (GMT-7)**  
**Video Conference**

**Our Purpose:** *We improve people's quality of life through infrastructure development.*

**Mission:** *We empower professionals by elevating ethics, learning, and a standard of excellence within the global infrastructure real estate community.*

**Core Values:**

- **Integrity:** *We are role models that embody the highest standard of ethical practice.*
- **Excellence:** *We constantly improve our products, our services and ourselves.*
- **Flexibility:** *We embrace our continually changing environment to adapt to the needs of our stakeholders.*
- **Collaboration:** *We engage our members, partners, and other stakeholders to build a shared body of knowledge and experience.*
- **Leadership:** *We shape our future through courage, clarity, and transparency.*

**Welcome and Call to Order:** The International Governing Council (IGC) meeting was called to order at (PDT) by Sharon Slauenwhite, SR/WA, President. President Slauenwhite welcomed the IGC, Region Vice Chairs, staff and thanked everyone for being in attendance and congratulated new officers. President Slauenwhite reviewed the agenda in brief and noted that some Region Secretary/Treasurers asked if they could join the call.

**Roll Call:** Fredrick "Fred" Easton, SR/WA, Secretary, called roll. Those in attendance:

**IGC Members in Attendance:**

President ..... Sharon Slauenwhite, SR/WA  
President Elect..... Jacob "Jake" Farrell, SR/WA  
Vice President ..... James Olschewski, SR/WA  
Treasurer..... Judy Jones, SR/WA  
Secretary..... Fredrick "Fred" Easton, SR/WA  
CEO ..... Charlie Nobles  
Region 1 Chair..... Mike Flanagan, SR/WA  
Region 2 Chair..... Denise Skinner, SR/WA  
Region 3 Chair..... Dan Leshner, SR/WA  
Region 4 Chair..... Ida Parrett, SR/WA  
Region 5 Chair..... Dan Bucan, SR/WA  
Region 6 Chair..... Wade Brown, SR/WA  
Region 7 Chair..... Jim Lingeman, SR/WA – left at 9:11 PDT, Vice Chair standing in  
Region 8 Chair..... James Hardy, SR/WA  
Region 9 Chair..... Tony Pollack, SR/WA  
Region 10 Chair..... Koby Godwin, SR/WA

**Region Vice Chairs in Attendance:**

Region 1 Vice Chair ..... Raymond Mehler, SR/WA  
Region 2 Vice Chair .... Erin Newberry, SR/WA

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Region 3 Vice Chair ..... Carrol McCracken, SR/WA  
Region 4 Vice Chair ..... Derrick Roma, SR/WA  
Region 5 Vice Chair ..... William "Otto" Spence, SR/WA-  
Region 6 Vice Chair ..... Matt Harris, SR/WA  
Region 7 Vice Chair ..... Cyndi Whelpley, SR/WA  
Region 8 Vice Chair ..... Jay Wong, SR/WA  
Region 9 Vice Chair ..... <vacant>  
Region 10 Vice Chair ... Keith Turner, SR/WA

Region 9 nominated Tim Solinski, but he was unable to achieve his SR/WA before the Board of Directors meeting. Mr. Solinski joined the call as a guest.

#### **Staff in Attendance:**

Tim Drennan - Director of Field Operations  
Rakhshan Mazarei – Chief Financial Officer

#### **Introductions**

President Slauenwhite reminded the group that, per our bylaws, the International Officers and Region Chairs have voice and vote and Region Vice Chairs have no voice and no vote.

Each person in attendance introduced themselves, who they are, where they are from, and what they do in their paid jobs.

#### **Approval of minutes**

President Slauenwhite noted that revised draft minutes of the June 18<sup>th</sup> International Governing Council meeting were distributed by then Secretary Judy Jones on Monday, June 22<sup>nd</sup> by email.

MOTION: Secretary Easton moved to approve the minutes as distributed. The motion was seconded by President Elect Farrell. President Slauenwhite called for discussion and hearing none called the question for approval by acclamation and the motion was approved.

#### **Update on recent events**

CEO Nobles discussed the current situation in response to recent membership-wide email messages and questions if there is a message that could be sent out that wouldn't make the situation worse. He also gave an overview on the response to the email he sent yesterday morning, nearly split with positive with negative among 70 responses so far with many negative responses referencing the original email still making it difficult to judge if a response is negative to the latest email. There was an open discussion on what, if any, future messages should be made.

President Slauenwhite asked how everyone felt about sharing the responses with the region chairs and replying to those that responded. CEO Nobles suggested everyone read through the responses and decide how to respond and if there are individual responses needed.

#### **Task Force on Inclusion and Diversity (Sharon)**

President Slauenwhite held an open discussion on how the task force should be created, who should comprise it, what its goals should be, and when should initial reporting be made.

The following is a summary of discussion:

Who: volunteer group open to membership, a board of 5 or 6 but larger group providing input is possible. Should include a representative or liaison from IGC. Region 6 Vice Chair Matt Harris was proposed, and others supported. CEO Nobles will compile names of those that have emailed and wish to volunteer. **Region Chairs to forward suggested volunteers by next Wednesday, July 1<sup>st</sup> to [snslaunenwhite@gov.pe.ca](mailto:snslaunenwhite@gov.pe.ca) and CC [nobles@irwaonline.org](mailto:nobles@irwaonline.org).**

President Elect Farrell will ask OPPD Director of Diversity if they would be willing to volunteer to help.

What: Suggested a narrow focus of goals to start. These likely need to be determined by the task force members. Should ensure this is not considered a "knee jerk" reaction, we have discussed these issues before, and it is only coming forward now due to current situation.

When: Short timeframe for initial response, possibly 6 months to receive initial report.

## **Education Updates:**

Virtual Classes 2.0 etc. (Charlie/Tim)

Tim Drennan asked for questions on the Virtual Classes 2.0 program, there were none. There will be a conference call scheduled in July to overview the program with chapter leaders and education chairs.

24 courses listed online now; number should grow as chapters convert their planned courses. Staff has started planning on the new courses to be added.

Region 1 Chair Flanagan asked if chapters could put on their own seminars and offer recert credit.

Mr. Drennan believe they can but will defer to the IPEC on recert credits and noted that staff is able to help with those type of offerings.

Region 3 Chair Leshner suggested a fact sheet on what is virtual learning, type of technology you should have, info about the breakout rooms.

Region 5 Chair Bucan asked that the July meeting demonstrate how we can conduct chapter seminars in the virtual format.

RWIEF funded project - online corrections

CEO Nobles provided an overview on the state of our online courses which are built using Adobe flash and that Adobe flash is being phased out for upgrades in browsers by end of this year and will be changing to HTML5 and thus must be upgraded. While correcting the technical, there is an opportunity to fix obvious math errors, spelling errors, and other minor errors that makes us look unprofessional. Received proposal from Brian Roemer, Owner of 3 Edge Design for \$20,000 to review and make technical upgrades. A proposal was made to the RWIEF to fund this task.

Secretary Easton suggested that subject matter experts review changes.

CEO Nobles commented that every change should be run by subject matter expert and encouraged discussing the process with Amir Vafamanesh.

## **Chapter Leadership Transitions and Finances**

Mr. Drennan discussed training he does with new Chapter Officers: Previously yearly trainings have taken place in October, which never made sense, so was switched to late July / early August for the last couple years. There will be a combined education and member chair call and separate Chapter President call. These will be a little different this year due to changes with education. All on this call will be invited to those trainings.

Region 5 Vice Chair Spence ask Tim if he has thought about doing anything for professional development to make the routes for designation more clear.

Mr. Drennan mentioned the website which includes the credentialing concierge and the credentialing pathways pages.

CFO Rakhshan discussed steps for the Treasurer transitions. The region/chapter tax emails have been sent out requesting an appointment. This process was successful last year. Region taxes are due July 31, Chapter taxes due August 15.

## **Conflict of Interest Forms**

President Slauenwhite discussed that the annual conflict of interest forms are on the website, every leaders needs to send these in.

## **Review of our meeting schedule**

President Slauenwhite gave a quick overview of upcoming schedule and noted that the key events calendar will be sent out shortly.

## **Question & Answer**

President Slauenwhite opened the floor for any additional discussion


Region 7 Vice Chair Whelpley indicated President Slauenwhite has full support from Region 7

Hearing no further discussion, meeting was adjourned by President Slauenwhite at 10:04am PDT.

**Summary of major action items**

<b>WHO</b>	<b>WHAT</b>	<b>WHEN</b>
Region Chairs	Send Task Force Recommendations to President & CEO	By 7/1/2020
Region Chairs & Treasurers	Region Taxes	By 7/31/2020
Chapter Presidents & Treasurers	Chapter Taxes	By 8/15/2020
President Slauenwhite	Send key events calendar	

Respectfully submitted,

  
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Fred Easton, PLS, SR/WA, R/W-AMC  
International Secretary

7/17/2020  
Date