



MEETING MINUTES
International Executive Committee
December 15, 2020, 8:00am PST (GMT-8)
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 Executive Committee (IEC) leadership meeting was called to order at 8:09 a.m. (PST) by Sharon Slauenwhite, SR/WA, President.

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

IEC Members in Attendance:

Sharon Slauenwhite, SR/WA..... President
Jacob "Jake" Farrell, SR/WA President Elect
James Olschewski, SR/WA..... Vice President
Judy Jones, SR/WA Treasurer
Fredrick "Fred" Easton, SR/WA..... Secretary
Dave Arnold, Esq. General Counsel
Charlie Nobles CEO

Staff in Attendance:

Rakhshan Mazarei CFO
Amir Vafamanesh..... Education

Guests:

Kristen Bennett, SR/WA IPEC Chair
Trevor Martin, SR/WA..... IPEC Vice Chair, Credentialing

International Professional Education Committee

Chair Bennett discussed issues with the SR/WA Pathways, exams, and some other concerns. Namely, there is very few low interests in the transportation, electric & utilities, and pipeline certifications.

The committee discussed the idea to change to one SR/WA and have certifications for the three industry specific certifications.

There was also discussion on the number of courses and could some courses be phased out.

Consensus was that this is a good idea and should move forward. Additional steps would be development of a plan and IGC approval.

Approval of Minutes:

Minutes for the following IEC meetings were distributed by email:

- 11/3/2020 – Executive Session
- 11/17/2020 – IEC Leadership Meeting
- 12/01/2020 – IEC Leadership Meeting
- 12/08/2020 – Executive Session
- 12/08/2020 – IEC Leadership Meeting

President Slauenwhite noted one typo on 11/17 (jointed should be joined) and asked if everyone had had an opportunity to review, which they had.

MOTION: Vice President Farrell moved to approve the above minutes as submitted, Treasurer Jones seconded the motion. Treasurer Jones will send a couple minor typos which will be corrected. Motion carried by unanimous acclamation.

CEO Update

CEO Nobles provided an update on the following:

- International Webinar for Members – up to about 200 registered so far
- Electrical Issue at HQ Building – power goes off in server room from time to time. Will have an electrician come out to assess the situation and determine what repairs or improvements are needed.
- Education Chairs Training planned – planning a session to show how NewRow works and some other items like progress made in the education department. President Elect Farrell suggested breaking up by region to make it more interactive. CEO Nobles said that could be done and maybe combine some of the smaller regions.

President Elect Farrell asked for updated PDF report to be sent prior to a meeting soon. CEO Nobles said he would do so.

Bulk Education Contracts Discussion

CEO Nobles discussed looking closer at the plan and how discounts could work including the idea of putting in tiers to encourage stretch goals (discount increases with volume). Contract Land Staff would like to start on their education push next year, so there is a time push there, but CEO Nobles would like to come back to us with a plan that could fit all corporations and agencies fairly.

Other issues:

Performance Reviews

President Elect Farrell noted the need to have performance review performed. CEO Nobles gave some overview on his plans to have those reviews the third week of January. Will need Vantaggio's help implementing.

Office Closure

CEO Nobles discussed the current closure and that staff does still have to come into the office from time to time, but it is one person at a time for a limited period (1-2 hours typically).

Accreditation Policy and Issues Workshop

President Slauenwhite discussed current activities by Finance and Region Vice Chairs regarding accreditation with appraisal foundation and state licensure/registration offices and suggested having a workshop in January to align focus and come up with action items and assignments to move forward.

Vice President Olschewski suggested including the Region Vice Chairs, several other committee members thought it should be a smaller group. Secretary Easton suggested a couple representatives from among the Region Vice Chairs be included and felt that the Treasurer and Vice President are aware of his issues and volunteered to not be part of the workshop to keep the size down. President Elect Farrell suggested sending out materials including the challenges ahead of the meeting. CEO Nobles suggested sending goals before the meeting is held to align focus. Treasurer Jones to send her suggested draft policy to IEC.

Canada Energy Regulator MOU

President Slauenwhite provided the draft MOU by email prior to the meeting and discussed next steps in review and implementation. IEC asked to review and provide comments.


Next Meeting and Adjourn

Next IEC Meeting is December 29 and President Slauenwhite suggested that this meeting be financial focused but will need a draft budget from HQ to discuss this, she overviewed meetings coming up in January and will circle back with staff to get more setup and on our calendars. President Slauenwhite adjourned the meeting at completion of the agenda and additional items at 9:19 a.m.

Summary of major action items

WHO	WHAT	WHEN
IPEC	Prepare plan for SR/WA transition to present to IGC	TBD
Charlie	Provide CEO report	TBD
Charlie	Provide tier-based bulk education proposal	ASAP
Charlie	Oversee performance reviews	Jan-2021
TBD	Determine accreditation workshop invites and have Sergey setup calendar appointment	ASAP
Judy	Send proposed accreditation policy	ASAP
All	Review CER MOU and provide comments to Sharon	ASAP
Sharon/Sergey	Setup meetings/calendar appointments for 2021	ASAP

Respectfully submitted,



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

1-12-2021

 Date