

WCIECA Board of Directors

Location: Conference Call

Date: November 14, 2017 (10:00 a.m. – 12:00 a.m.)



Meeting Minutes

Distributed: 11/19/17

Approval: 01/09/2018

1. Call to Order

President Endicott called the WC-IECA board meeting to order at 10:02 a.m. with a quorum of directors present.

2. Roll Call

Present:

Jeff Endicott	President, Director
Jeanne Duarte	Administrative Vice President, Treasurer, Director
Danny Reynaga	Secretary, Director
Julie Etra	Director
Richard Dunbar	Director
Cyndi Brinkhurst	Administrative Assistant

Guests Present:

Georgina Zynda	IECA Liaison
Claudia Chambers	

Directors Absent:

Chris Marr	Technical Vice President, Director
Tyler Palmer	Director
Dwight Blackburn	Director
Ron Dietz	Director

3. Announcements – None.

4. Review and Approval of Minutes

Director Etra moved to approve the Minutes of the September 12, 2017 Board Meeting after adding the title of Secretary to Director Reynaga; Director Dunbar seconded the motion. All approved.

5. Review and Approval of Financial Report

Treasurer Duarte will prepare reports and send them to the Board via email. She reported dues from the IECA have been received and deposited.

6. IECA Region 1 Liaison Report

- a. IECA Liaison Zynda reported the chapter's insurance quote has been submitted to the underwriter. Treasurer Duarte requested a copy be sent to her. Western Chapter insurance renewals have been received and Treasurer Duarte will look into the policy coverages, for differences. Treasurer Duarte will search the historic Chapter file box for our Article of Incorporation and Charter to submit to the IECA for their records.
- b. Partners for Excellence Program/Awards – November 20 is the deadline and Administrator Brinkhurst will submit the Chapter's application for chapter activity during the period of November 1, 2016 to October 31, 2017.
- c. Annual conference update –December 15 is the end of early pricing. Submit photos for the contest to shannon@ieca.org.
- d. The Western Chapter currently has 393 members up from the previously reported 357 members. The largest chapter (next being Southeast Chapter with 371).

WCIECA Board of Directors

Location: Conference Call

Date: November 14, 2017 (10:00 a.m. – 12:00 a.m.)



Meeting Minutes

Distributed: 11/19/17

Approval: 01/09/2018

7. Event Update – Making Waves, International Reception at EC-18 in Long Beach

a. Status Update

- Sponsors – Very good sponsorship to date. As some companies might want to become sponsors with 2018 budgets, the deadline for sponsorship was set for January 5. Director Duarte will send out specifications for art work and coordinate with our sponsors to date.
- We have nine registrants to date including some international early birds.

b. Advertising and Promotion – Director Duarte will send examples of the swag bag and explore board member name tag options.

8. Future Events – General Discussion

a. Two Day Master Erosion Control Class – Southern California

- The class has been postponed until the first quarter of 2018

b. February 2018 – IECA Annual Conference in Long Beach, CA

• Scholarship Support Update

- Four scholarships were approved at the last Board meeting, with caveat that recipients need to be from Western Chapter area schools. Only two students met the approved criteria.
- There are two candidates, one from England, the other from Canada, without sponsorship. Director Dunbar motioned to support the student from England with a \$500 scholarship; Director Duarte seconded the motion. The motion passed unanimously.

c. Chapter Meeting at Annual Conference

- Objectives: Opportunity to meet with members and learn how best to serve the membership and needs of our professionals.
 - Director Duarte will get pricing for magnetic name tags for board members to wear at the reception, membership meeting, and conference.
 - Director Reynaga will draft a questionnaire to poll members about upcoming topics and locations.
- Summer 2018 – East Bay Event
- Northern California Burn Area Event
 - Western Chapter support or role regarding the request from the North Coast Regional Board if IECA could coordinate the donation of expertise and supplies to help in Santa Rosa/Napa burn areas.
 - WCIECA does not want to endorse or recommend members to volunteer.
- January– March 2019 Hawaii Event
 - President Endicott has contacts on a couple of islands and he will continue to do outreach for local coordinators, to stimulate interest in an educational event.

9. Special Recognitions – discussion continued on some key people to recognize; the Board will be open to criteria, suggestions, and recommendations but this item was tabled until next year.

10. Next Meeting Dates

- Tuesday, January 9, 2018, 10:00 am to 12:00 noon, teleconference
- Sunday, February 11, 2018, Aquarium of the Pacific, Long Beach
- Monday, February 12, 2018, 5:00 pm to 6:00 pm, Chapter Meeting in Long Beach at EC 18

11. Adjourn

President Endicott adjourned the board meeting at 11:34 a.m.

Minutes respectfully submitted by,

Cyndi Brinkhurst - Administrative Assistant

Danny Reynaga - Secretary