

## A&WMA Baltimore-Washington Chapter

### Board Meeting Summary

July 18, 2019, 12:00 noon

Call in: [\(703\) 935-2811](tel:7039352811), Conference ID: 29372373

1. Introductions 12:00
  - a. Flint Webb, Chair
  - b. Tiffany Dillow, Past Chair
  - c. Cathe Kalicz, Treasurer
  - d. Janine Whitken, Secretary
  - e. Susan Wierman, Director
  - f. Adam Eisele, Director
  - g. Julian Levy, Emeritus 😊
  
2. Consent Agenda 12:03
  - a. Agenda accepted.
  - b. Motion to approve June 20 meeting minutes carried.
  
3. Treasurer's Report (Kalisz) distributed prior to the call. 12:05
  - a. Reimbursement: Not received to date. Cathe will clarify with Clara whether we will be reimbursed for \$564 based on 72 members or the membership roster, which indicates that we have 85 members and has never had less than 83 members.
  - b. Balance: \$7,491.57
  - c. Directors and Officers (D&O) insurance: Discussed pros and cons of having insurance. The benefit of the insurance would cover accidents that may occur during Chapter meetings, including site visits. Passed a Motion to have Cathe Kasicz request HQ to activate D&O insurance for the rest of the year at an anticipated cost of \$175.
  - d. PayPal account or other on-line payment system status: Cathe to continue evaluating.
  - e. Audit Committee status on outstanding documentation: **closed**.
  
4. Old business 12:07
  - a. State of the Air reports (Levy) Discussed the confusing aspects of stating compliance with current and past ozone standards in the context of the American Lung Associate grade "F" for local air quality. In some cases, weather and changing conditions has reduced air quality in the short term relative to improvements

achieved over the long term. With respect to local ozone, the general trend is still down, except increases in recent years have occurred. Susan Wierman argued that the message should acknowledge that regulatory controls have contributed to this improvement. Flint recommended discussing this issue at the September meeting with teachers and a future panel discussion on this topic.

5. New business

a. ACE Reports

i. Sections and Chapters Council Meeting (Wierman)

See **Attachment 1** for full report.

1. Susan Wierman explained that an image had been used without permission by a Chapter and that all images can be subject to “fair use” criteria. D&O insurance is not likely to cover a fine for copyright violations.
2. Chapters are being asked to contribute \$500 to help defray the expenses for attending the UN Framework Convention on Climate Change Conference of Principals (COP) 25 in Santiago, Chile in December (during the Air Information Exchange in RTP and CC specialty conference in Santa Barbara). Susan Wierman recommended that the BW Chapter contribute to Michele Gehring, current President of the AWMA, attending this year as well as next year to maintain the Observer Status we were granted. Susan noted that Michele Gehring attended last year and after that experience, she is in a better position to represent AWMA and report to our membership on activities and discussion that are not covered by the national media. This year, AWMA will report live updates from COP 25 at meetings that coincide. Flint Webb argued that the greater visibility of AWMA and the potential for increasing membership is a benefit of attending, and pointed out that the RTP Chapter will be contributing \$250 per retired member representing AWMA (Michele would not qualify). **Action Item:** Flint will send a link to the blog posts from COP 24 so that the Board can become familiar with our role and the benefits of contributing to funds to attend.
3. Annual Reports: Portal will open in August. There will be a webinar.
4. Ideas for meetings:
  - a. Ethics meeting with National Society of Professional Engineers
  - b. One-day air meeting and one-day waste meeting each year.
  - c. Attend events held by others to recruit new members and plan joint events
  - d. Annual update on legal issues
  - e. Joint meeting with American Society of Military Engineers
  - f. Leadership training download.

5. IRS challenging Lake Michigan chapter's tax exemption. No details available at this time.
- ii. Technical program (Webb/Wierman) 12:15
  1. The conference was a success. It was interesting to get a different legal perspective on issues such as how they deal with the "Not in My Back Yard" issue.
  2. Engineers are responsible for forecasting climate change impacts on new construction for the life of the new construction.
  3. Susan agreed that it was a good conference and said that her panel was dominated by legal discussions except for her technical presentation which offered a refreshing change of pace.
6. South Atlantic States Section Report (Webb) 12:17
  - a. RTP is looking at revising their bylaws. Their bylaws include the zip codes associated with their chapter. They are looking at revising the zip codes after the member survey. They also approved a resolution to provide \$250 support for any "retired members" to attend the COP 25 in Santiago Chile. Unfortunately it doesn't look like Michael DeBusschere will not be attending this year.
  - b. The Board decided to send the survey out to recently lapsed members and modify the survey to include a "lapsed" membership type in the survey.
  - c. The South Carolina chapter has a YP chapter that makes their own meetings. They will be holding a meeting at a bowling alley this month and plan to request corporate funding.
  - d. Bob Hall is targeting having the Waste Information Exchange meeting in DC the Fall of 2020. Flint suggested that Bob contact Ryan Christman about him representing the B-W Chapter on the organizing committee.
7. Committees
  - a. Membership (Wierman):
    - i. 80 current members.
    - ii. Lapsed members: Susan sent emails and has not heard back.
    - iii. Non-member ACE attendees. **Action Item:** Susan will review the list and identify people to contact regarding their interest in becoming members.
  - b. Nominating (Dillow): **No report due to time.**
  - c. Education (Webb): 12:25
    - i. Our Air, Your Future
      1. She is close to getting a site in DC at the IDEA Public Charter School in Ward 7. This has been a major goal for the Breath DC sponsor.
      2. Teachers are working on siting the sensors. We are still waiting for a final ruling on a possible work-around to the Purple Air sensor WiFi connection

issue. If all else fails they will have to send back the units they have and get new ones that don't rely on WiFi connections, upload the data onto a thumb drive, and then upload it to the internet periodically. DC DoEE had similar issues and they suggested the workaround so we are hopeful that FCPS will accept it as well.

3. Elizabeth has done an incredible job getting grants. She has \$15K in grants and the original goal was to get \$10K for the sensors. Some of that will go to setting up MiFi equipment and buying more sensors.
  4. Elizabeth attended the RTP teacher training and got a lot out of it. She suggests that we could do something similar here. She said that teachers have a lot of information about water quality issues and soil issues but not much on air quality or waste management. Flint suggested that the chapter might want to plan a teacher training session in conjunction with the SASS waste information exchange.
  5. Elizabeth has also started planning for the student showcase conference – probably around April of next year. She is thinking about having the kids present at the Environmental Showcase that is held at GMU every April. She is also thinking about having a separate conference – perhaps at COG in DC.
- ii. UofMd Mini-conference status (Wierman/Levy) –Julian and Susan are coordinating on College Park meeting and reaching out to Tim Canty. Because of the summer break, Susan will reach out, so they know we are still interested.
- d. Outreach/Web site (Dillow): **Due to time constraints there was no report.**
8. Program
- a. July : No meeting
  - b. August (Dillow): Transportation Conformity
    - i. Cecilia Ho from FHWA agreed to speak at a lunch or dinner meeting in August and will cover the process and requirements for transportation conformity.
    - ii. Flint sent an email to Steve Walz on 7/17 about having a COG speaker and holding the meeting at COG. **Action Item:** Tiffany Dillow to contact Jeff King.  
**Done**
  - c. September (Webb): Our Air, Your Future
    - i. Elizabeth Spike will introduce the Our Air, Your Future program to A&WMA members and is working on identifying a venue near a Metro Station.
    - ii. Charles Turner from VA DEQ will provide a speaker to talk about FRM monitors. VA DEQ is also evaluating the low cost sensors for their own purpose in Richmond so it will be interesting to compare the performance of the instruments in the two different environments.

- iii. Dr. Ana Prodos will discuss how meteorology affects air quality measurements and dispersion. Dr. Prodos made a presentation about using satellite data for air quality monitoring. Dr. Prodos also represented the Fairfax County Federation of Citizens Associations on the MWAQC Technical Advisory Committee and is active in the Mount Vernon Sierra Club chapter.
  - d. October (Levy/Wierman): Careers Day at UofM College Park:
    - i. Susan will contact Dr. Tim Canty to remind set this up
  - e. November (?)
  - f. December (?)
  - g. January (?)
  - h. February (Wierman/Levy) Science meeting: Susan Wierman and Cathe Kalicz are discussing ideas for more specific topics within the overall goal of encouraging academia in the region to get together to discuss current issue. (see comments in the Education committee report).
  - i. Future Ideas:
    - i. Should we consider registering our events with Eventbrite (<https://www.eventbrite.com/organizer/pricing/>)? It looks like it is free for free events.
    - ii. Presentation training: Cathe suggested that it would be a good class – particularly for YP members.
    - iii. Tour of a Materials Recycling Facility: One of the suggestions at the S&CC meeting was to have plant trips.
    - iv. Climate Changes in the DC Metro Area: Jason Samenow ([jason.samenow@washpost.com](mailto:jason.samenow@washpost.com)), founder of the Washington Post’s Capital Weather Gang, spoke about observed and predicted climate change impacts in the Washington DC area to the Northern Virginia Conservation Trust in March.
9. Closing
- a. Review of Action Items
    - i. June board meeting
      1. **Action Item:** Cathe to circle back with Clara about reimbursements. – Emailed and Clara has contacted Headquarters but there has been no response.
      2. **Action Item:** Flint to provide Cathe the receipt from the June meeting. – **Done**
      3. **Action Item:** Flint to provide missing receipts information from audit to Cathe. – **Done**
      4. **Action Item:** Tiffany will look for information about closing out the ODU chapter.

5. **Action Item:** Susan will contact the lapsed members. – **Done but no responses.**
6. **Action Item:** Tiffany will call Clara and Kevin Black from FHWA about possibly serving on the B-W Board
7. **Action Item:** Tiffany will be sending the minutes to be posted on the web site.
- ii. May board meeting
  1. **Action item:** Julian (Chair) and Susan (Co-Chair) to start the committee for planning “Career Day.” – **Done**
  2. **Action item:** Julian and Susan continue to discuss how to establish a committee and members to start planning the regional science meeting.
  3. **Action item:** Tiffany will contact Clara Poffenberger about coordinating Environmental Ethics class. – **Overcome by Events (OBE).**
  4. **Action Item:** The Board will discuss how to get the word out about how much the air quality has improved at next meeting.
- iii. April board meeting
  1. **Action Item:** Tiffany to post by-laws and add link to PDF of Flint’s presentation on “How to get the Most Out of ACE.” – **OBE**
- iv. February board meeting
  1. **Action Item:** Tiffany Dillow volunteered to investigate potential ways to set up an ethics meeting in July. – **OBE**
- v. October 2018 board meeting:
  1. **Action Item:** Susan will get to contacting lapsed members. – **Done**
10. Next meeting August 15
11. Adjourn

## **Attachment 1 – A&WMA Sections & Chapters Council Meeting (Wierman)**

### **AWMA Sections & Chapters Council Meeting**

**June 24, 2019**

**Quebec City, Quebec, Canada**

**Chair: Jim Walker**

**The 2020 ACE will be in San Francisco. The theme is Gateway to Innovation.**

#### **Upcoming Council meetings:**

January 2020 – San Francisco

June 2020 – San Francisco

~late September – Maybe Texas

#### **Discussion of allegations of copyright violation (Greg Johnson, Past Chair)**

Using images in presentations without permission from the copyright holder can expose the person giving the presentation or the chapter/section who posts the presentation open to accusation of violation of copyright. There are people trolling the internet to find copyright violations and sue to get compensation, e.g., "PicRights," and at least one chapter is fighting a claim. Some claims are legitimate, some are not. If you/your organization is targeted with an accusation of copyright violation, check with a lawyer and let the Sections & Chapters Council leadership know about it.

"You can show more than you can share." One strategy is to delete images from the presentation before it is posted.

Creative commons: According to Wikipedia, "A Creative Commons (CC) license is one of several public copyright licenses that enable the free distribution of an otherwise copyrighted "work." A CC license is used when an author wants to give other people the right to share, use, and build upon a work that they (the author) have created."

Fair use: There are four factors that help determine whether you can fairly use portions of copyrighted material. See Wikipedia. It's a case-by-case determination. Use for educational purposes is not enough on its own to constitute fair use.

It's strongly suggested that you have presenters sign a copyright release form before posting their material on your website. This might get the chapter/section off the hook for a penalty, but not the author, however.

A Directors & Officers insurance policy is unlikely to cover a fine for violation of copyright.

## **Request for donations to support representatives to COP25 in December in Santiago, Chile**

AWMA has observer status at the Conference of Parties (COP) United Nations Framework Convention on Climate Change (UNFCCC). This is the second year AWMA has had this designation, and Michele Gehring (current President) and Jeff Moffit have volunteered to attend despite the fact that AWMA has no budget to support the significant cost of their travel, lodging, fees, etc. The Board expects to include at least partial funding in next year's budget for representatives to attend 2020's COP26.

The suggestion for this year is that each chapter/section that can afford it contribute \$500 to help defray Michele and Jeff's costs. Reply to Chris Nelson at [cnelson@mmm.com](mailto:cnelson@mmm.com) for instructions on how to contribute to this effort.

Michele and Mike DeBusschere prepared reports last year, which are posted on AWMA's website at [https://www.awma.org/blog\\_home.asp](https://www.awma.org/blog_home.asp). (Scroll down through more recent blog posts to find those about COP24 in Katowice, Poland.)

Michele is interested in your thoughts about what to report on this year—what should our representatives be doing to inform us about things we won't see in the national press? There are multiple sessions in addition to the meetings held by officials, and observers have to decide which of many options to attend—many more concurrent sessions and much less organized than an AWMA ACE! She is committed to maintaining AWMA as a neutral observer.

Their observations will also be included in an issue of *EM Plus*, and there has been discussion of posting that magazine online. Currently it is only available in hard copy.

## **Annual Reports (Walker/Fedkoe)**

Over 40 have been submitted—some are still in process.

The only way to avoid creating a second copy is to use the same computer and same browser to add new information.

They are trying to figure out how to make it possible to give you a copy of the annual report.

The portal for the 2019 report will open around August, and there will be a webinar.

Winners of awards: Los Angeles Section & Western Michigan chapter.

## **Discussion of forming student chapters**

It's crucial to have a faculty advisor. If one is leaving, try to have some overlap with the next one. Start by just getting students together over pizza and have some activities—e.g., pay the fee to watch a webinar. Don't worry at first about formal recognition as a student chapter.

## **Membership**

Membership has started to increase slightly after hitting a low in June of 2018. There will be challenges to reward increasing membership. Encourage new members to identify the person who invited/encouraged them to become a member.

Growth has been in student and young professional categories. Emeritus membership is declining. Organizational membership is pretty flat.

Some sections offer students scholarships to attend the ACE. The best approach is to mentor the student about 6 months in advance to help them get the most out of attending.

### **Discussion: Ideas for chapter/section meetings**

The Society of Professional Engineers is a potential partner for a meeting on ethics.

Schedule meetings in conjunction with other engineering societies.

Schedule tours with members' companies.

Have an annual dinner meeting with AICHE and split the proceeds by which group the person registering is from. AICHE also provides discounts on insurance that can be helpful.

Have a one-day waste meeting and a one-day air meeting each year.

Attend events held by other organizations and invite people to join AWMA.

Have an annual update on legal issues.

Consider a meeting with the American Society of Military Engineers.

### **Discussion of offering discounts to those who attend meetings**

There should always be a discount for AWMA members, including members who are from other chapters.

To be a member, one must be a national AWMA member. If you offer a discount for "friends of the chapter/section" it should be less than the member discount.

### **President Gehring's Report**

Thanks for all you do for AWMA.

The Board is looking for help and ideas for upcoming webinars.

AWMA is doing better financially.

She encouraged setting goals and tracking progress for each section and chapter.

One of her goals is to expand mentoring.

### **Executive Director Stephanie Glyptis' Report**

Revenues during the first 2 quarters of 2019 have been strong due to good attendance at conferences and webinars, and membership looks good so far. Having membership bundled with conference fees has worked well to increase membership. AWMA has about \$812K in cash accounts.

About 900 people preregistered for the 2019 ACE. More on-site registration was expected. Revenues for the conference as of the Monday were about \$7K short of expectations, primarily due to exhibits bringing in less than expected.

The New Source Review manual is being updated and should be available in the fall. Updates will be provided free to those who previously purchased the manual.

The Journal is doing well, with downloads increasing and more library subscriptions. The impact factor (based on citations to articles published) is increasing.

A new marketing and programs coordinator has been hired: Phoebe Gorges. She has been working to clean up social media and has gained 483 followers on the main AWMA LinkedIn group.

Upcoming to do items:

- Identify webinars for August through December

- Promote attendance at ACE 2020. (Courses will be on Monday again next year.)

- Upcoming conferences: Ports, Info. Exchange, Climate, Visibility, Wildfires, Vapor Intrusion

- Get ads for EM for August through December

### **Report on 2019 Leadership Training (Tony van der Vooren)**

Sections & Chapters were encouraged to send representatives to the leadership training academy in 2020. The 2019 session was very successful and was attended by 38 people. It's good for people who may be future officers as well as new officers, and even old hands.

A webinar on membership recruiting & retention may be held this fall.

A webinar for treasurers may be held in early 2020.

Suggestions for other leadership training are welcome.

The IRS has challenged Lake Michigan's tax exemption.

Jayne Graham suggested helping people who attend the leadership training academy to share what they learn with others in their section or chapter by providing a short summary of key points.

### **Communication**

Articles on relevant topics are welcome to be submitted for the Conduit. AWMA has various groups on LinkedIn, and members are encouraged to join. There is a Sections & Chapters Council group.

### **Website (Tracy Fedkoe)**

Bill Palmero requested that the Sections & Chapters procedures manual be posted so people can read it.

A special page may be created for reports on COP25.

Tech Council is piloting something relating to the web or social media. (not clear what)