EXECUTIVE SUMMARY

The ASCE Leader Training Committee (LTC) has collected successful activities of Regions and compiled them into this Best Practices Guide. The purpose is to provide new ideas and activities that your Region can use to expand your program initiatives and support the mission, vision, and values of the Society. This summary provides information on how to effectively use the Best Practices Guide, and contact information for comments or suggestions for future releases.

HOW TO USE THIS GUIDE

The guide currently includes 15 Best Practices organized into the following three categories:

1. Communication
2. Region Operations
3. Continuing Education

The guide is organized into major categories of Best Practices. Regions provided general information and instructions for their activities and have shared the outcomes. They also included changes they would make the next time they organize the same activity. The contact information for a key contact from the Region is listed for each activity if you should have any questions about a specific activity.

ACKNOWLEDGEMENTS

The Leader Training Committee acknowledges all the Region Governors and Directors that submitted Best Practice summaries and the volunteers that assisted with the creation of this document.

CONTACT INFORMATION

The Leader Training Committee is always looking for new Best Practices to include in its guide. The Committee plans to publish an updated version at least annually. If you have a Best Practice and would like to contribute to this guide or have any feedback or comments, please contact Nancy Berson at nberson@asce.org or at 703-295-6010. A Contact Summary of individual Best Practices follows the Table of Contents.
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<td>Region 9</td>
<td>Tony Akel</td>
<td><a href="mailto:takel@akeleng.com">takel@akeleng.com</a></td>
<td>(559) 436-0600</td>
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<td>Region 5</td>
<td>Bill Grogan</td>
<td><a href="mailto:William.p.grogan@usace.army.mil">William.p.grogan@usace.army.mil</a></td>
<td>(601) 634-2226</td>
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<td>2.1</td>
<td>Successful Logistical Assembly Planning</td>
<td>Region 2</td>
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<td><a href="mailto:Christopher.menna@phila.gov">Christopher.menna@phila.gov</a></td>
<td>(215) 686-5573</td>
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<td>Shawn P. Kelley</td>
<td><a href="mailto:skelley@geodesign.net">skelley@geodesign.net</a></td>
<td>(802) 272-7710</td>
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<td>Multi-Region Leadership Conference Interactive Breakout Activity</td>
<td>Region 9</td>
<td>Camilla Saviz, Jennifer Epp</td>
<td><a href="mailto:csaviz@pacific.edu">csaviz@pacific.edu</a>, <a href="mailto:jennifer@lupoepp.org">jennifer@lupoepp.org</a></td>
<td>(209) 946-3077 (Saviz)</td>
<td>2013</td>
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<td>2.4</td>
<td>Multi-Region Leadership Conference Breakout</td>
<td>Region 8</td>
<td>Kristina Swallow</td>
<td><a href="mailto:kswallow@cox.net">kswallow@cox.net</a></td>
<td>(702) 858-5325</td>
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<td>Region 3</td>
<td>John Frauenhoffer</td>
<td><a href="mailto:mustang2797@att.net">mustang2797@att.net</a></td>
<td>(217) 356-2797</td>
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<td><a href="mailto:William.p.grogan@usace.army.mil">William.p.grogan@usace.army.mil</a></td>
<td>(601) 634-2226</td>
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<td>Bill Grogan</td>
<td><a href="mailto:William.p.grogan@usace.army.mil">William.p.grogan@usace.army.mil</a></td>
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<td>Bill Grogan</td>
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<td>(601) 634-2226</td>
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<td>Awards Program</td>
<td>Region 7</td>
<td>Marsia Geldert-Murphey</td>
<td><a href="mailto:mgm@sequoiaeng.com">mgm@sequoiaeng.com</a></td>
<td>(618) 444-6815</td>
<td>2014</td>
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<td>2.11</td>
<td>Governor’s Welcome Packet</td>
<td>Region 9</td>
<td>Mark Norton</td>
<td><a href="mailto:mnorton@sawpa.org">mnorton@sawpa.org</a></td>
<td>(951) 354-4221</td>
<td>2015</td>
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<td>2.12</td>
<td>Awards Submission Portal</td>
<td>Region 9</td>
<td>Kwame A. Agyare</td>
<td><a href="mailto:agyare.kwame@gmail.com">agyare.kwame@gmail.com</a></td>
<td>(602) 481-8663</td>
<td>2015</td>
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3 - CONTINUING EDUCATION

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<td>3</td>
<td>Emergency Preparedness Training</td>
<td>Region 9</td>
<td>Doug Taylor</td>
<td><a href="mailto:doug.taylor@fire.ca.gov">doug.taylor@fire.ca.gov</a></td>
<td>(559) 284-2715</td>
<td>2016</td>
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Monthly Newsletter Articles & Scheduled Quarterly Teleconferences – Region 9

Date: September 22, 2011
Region: 9
Project contact: Tony Akel
Contact phone number: (559) 436-0600
Contact e-mail address: takel@akele.com
General project description: Region 9 Monthly Newsletter Articles and Scheduled Quarterly Teleconferences.

The process – what you did, when and how: Initiated the Communication with Sections and Branches Committee.

Those in charge – committee, task committee, etc.: Communication with Sections and Branches Committee was initiated by past governors Tony Akel, Jennifer Epp, Harvey Gobas and Joan Al Kazily. Tony Akel was chair of the committee from 2008-2011. Camilla Saviz, currently a Region 9 Governor, has taken the leading role of the committee.

Completion: Indefinite

The parts that worked really well: Monthly Newsletter is effective in communicating Region 9 activities. Quarterly Teleconferences provide a platform for Section and Branch officers to express concerns, share great ideas, and ask for advice.

The parts that did not work well: Coordinating a teleconference with a large group is challenging, especially if the time is limited to one hour. Introduction of the participants is important, but can be a bit challenging as some officers may wish to introduce after the introduction. Some members may take more time than the teleconference can afford, etc. This can be addressed “diplomatically” by the teleconference moderator.

This is something off the wall that we did: This Committee was triggered by a Membership Survey sent to 1,000 Region 9 members including section/branch officers and members serving on national committees. There were 56 respondents, but the responses were very sobering:

• 62% were NOT aware of the Region 9 governance structure of ASCE
• 33% were NOT aware of any activities organized or sponsored by the Region 9 BOG.

A PowerPoint presentation of the Membership Survey (Exhibit A) documents the 10 questions that were asked, the top responses from section/branch officers and members.

Consequently, Region 9 BOG initiated a task committee with a decently long but descriptive name. The name was intended to remind us of the primary reason this committee was created, and to maintain its focus: “Communications with Sections and Branches Committee”.

The Committee had 4 major recommendations with the top two being:
1. Region 9 should Initiate Section/Branches Teleconferences

**Monthly Newsletter Articles** communicating with section and branch officers as well as with our members. Each governor and critical committee chair was assigned the task to write an article documenting important Region 9 activities. The assignment is typically timed to follow a major Region 9 activity (infrastructure symposium, legislative day, etc.) and the articles are intended to connect not only with our officers, but also with our membership. Samples of Newsletter Articles are included in **Exhibit B**.

2. Region 9 should Publish Monthly Region 9 Columns to Section/Branch Newsletters

**Quarterly Teleconferences** with Section and Branch officers. These one-hour teleconferences proved effective in: a) informing officers on upcoming Region 9 activities and critical issues affecting our profession, b) directly listening to ideas from Branch and Section officers, 3) offering suggestions for improvements, and 4) sharing great ideas between sections. Region 9 generally holds teleconferences on quarterly basis. A sample teleconference agenda and meeting minutes is included in **Exhibit C**.

**The administration that was important:** coordinating the Section Newsletter Editors and submitting the monthly articles to meet publication deadlines of the respective sections.

**The follow-up that was important:** Creating an annual schedule for the Monthly Newsletter Articles for all Governors and critical Committee Chairs (Government Affairs, Water Resources, Infrastructure, Emergency Response, etc.)

**What you should ALWAYS do with this project:** Listen to section and branch officers concerns and get them connected with region or national resources that address their concerns.

**The outcome:**

- Inform Section and Branch officers and our members on Region 9’s activities on: Legislative Affairs, Annual Legislative Day at the Capitol, Water and Environment Policy, Annual R9 Awards, Political Engagement, Engineers Week, Educational Outreach, and other topics.
- Share great ideas and successful programs between Sections and Branches.
- Enhanced collaboration between sections

**Would you do it again?** This is an ongoing successful Region 9 program

**Attachments:**

This Best Practice includes the following attachments.

**Exhibit A** – PowerPoint Presentation: Membership Survey of Section and Branch Needs (September 2008)

**Exhibit B** – Sample Region 9 Monthly Newsletter Articles

**Exhibit C** – Sample Agenda and Meeting Minutes for the Quarterly Teleconferences
Exhibit A

Membership Survey
of Section and Branch Needs
PowerPoint Presentation
(September 2008)
Purpose

Identify challenges faced by Sections and Branches

Identify areas where Region 9 BOG can assist

Purpose

The responses could be used to
  • gain a better understanding of what Region 9 Leaders need to succeed
  • develop a plan of action
200 Region 9 Section and Branch officers

800 members
(participants in a National Committee)

56 members took part in the survey
6% participation rate

10 questions were asked

5 Questions (1,2,3,6,8) to identify how Region 9 can help

2 Questions (4,5) to identify their knowledge of Region 9

2 Questions about who they are and their willingness to help

1 Question about the most Valuable Service
SURVEY QUESTIONS 1-5

1. What one hot button issue would you, as an officer of the section/branch, like Region 9 Board of Governors to address during the next fiscal year?

2. What one thing could the Region 9 Board of Governors do to assist your section/branches growth?

3. What proactive approach could Region 9 Board of Governors do to help your branch/section move to new levels of performance and service?

4. Are you aware of the Region governance structure of ASCE?

5. Are you aware of any activities organized or sponsored by the Region 9 Board of Governors?

SURVEY QUESTIONS 6-10

6. What are some of the activities that you know other branches/sections/regions/organizations have undertaken that would be appropriate for Region 9 to undertake in the future?

7. If Region 9 undertook an activity/program, will you as a branch/section officer be willing to do any of the following?

8. What one thing could the Region 9 Board of Governors do to help you improve members’ interaction with your branch/section?

9. Which services do your members hold most valuable and why?

10. I am a Officer/Committee Chair/ Member from...
1. **WHAT ONE HOT BUTTON ISSUE WOULD YOU, AS AN OFFICER OF THE SECTION/BRANCH, LIKE REGION 9 BOARD OF GOVERNORS TO ADDRESS DURING THE NEXT FISCAL YEAR?**

- Price of Gas (?) vs. Construction Costs
- Legislative
- Funding Infrastructure
- Infrastructure Report Card
- Potable Water Supplies in California
- Funding Green Infrastructure
- Roadway Maintenance
- Membership Involvement
- Region 9 Technical Support Center
- Mentoring
- Leadership Training for Section/Branch leaders
- Declining Enrollment in Engineering Courses
- Recruiting Students for Civil Engineering
- Middle and High School Outreach
- College Student Outreach

3 respondents could not think of one issue

2. **WHAT ONE THING COULD THE REGION 9 BOARD OF GOVERNORS DO TO ASSIST YOUR SECTION/BRANCHES GROWTH?**

- Member recruitment and retention
- Provide Guidance to attract civil engineers to ASCE
- Provide Motivation for Member to be Active
- Work with ASCE Student chapters
- Website that offers posted suggestions on how to improve branch...
- List of New Members on a Monthly Basis
- Bridge Gap Between National and Sections/Branches
- Increasing membership participation in Section/Branch activities
- Communicate with Faculty Advisors
- Assistance and funding with local activities
- Discounted rates for Caltrans
- Assistance and funding with local activities
- Double the efforts for media relations
- Spend Less Time on Political Issues. ACEC...

11 respondents could not answer the question.
3. WHAT PROACTIVE APPROACH COULD REGION 9 BOARD OF GOVERNORS DO TO HELP YOUR BRANCH/SECTION MOVE TO NEW LEVELS OF PERFORMANCE AND SERVICE?

- Communicate Proactively
- Assist Officers of Golden Gate Branch increasing membership
- Coordinate with Branches
- Interaction with Branch Executives
- Increase communication with the branches and sections.
- Contact Officers on a regular basis and ask what they are bothered with
- Annual Visit to review activities and make suggestions for improvements
- Contacting Inactive Members
- Periodically send an e-mail message to each ASCE member

- Commitment to attend local section meetings
- Section Rep come to our branch meetings
- Recognize achievement of the Section and branches
- Improve communication with ASCE institute
- Help Young Leadership become energized to participate
- Reinforce the ownership of ASCE by its members
- Communicate Proactively
- Creating a newsletter to let the branches know what was going on the Region

4. ARE YOU AWARE OF THE REGION GOVERNANCE STRUCTURE OF ASCE?

- 62% Yes
- 33% No
- 5% No answer
5. ARE YOU AWARE OF ANY ACTIVITIES ORGANIZED OR SPONSORED BY THE REGION 9 BOARD OF GOVERNORS?

- 57% YES
  - Infrastructure Symposium
- 33% No
- 5% No
  - Legislative Outreach
  - Infrastructure Report Card
  - Awards Program

6. WHAT ARE SOME OF THE ACTIVITIES THAT YOU KNOW OTHER BRANCHES/SECTIONS/REGIONS/ORGANIZATIONS HAVE UNDERTAKEN THAT WOULD BE APPROPRIATE FOR REGION 9 TO UNDERTAKE IN THE FUTURE?

- Keep Scope and Vision Broad, and do not focus on Sections and Branches
- Community Outreach
- Joint activities with Other Organizations (Ports and Harbors, APWA, AWWA, etc.)
- Legislative Day. Only Make it a 5-year Strategic Plan
- Life member program
- Integration of San Diego YMF with Section
- Hosting membership outreach events, younger member & student outreach.
7. IF REGION 9 UNDERTOOK AN ACTIVITY/PROGRAM, WILL YOU AS A BRANCH/SECTION OFFICER BE WILLING TO DO ANY OF THE FOLLOWING?

- 21% Provide Volunteers
- 29% Encourage Members by Email
- 10% Provide Financial Support from Branch/Section
- 17% Assist in Fund Raising
- 31% Be Personally Willing to Serve

8. WHAT ONE THING COULD THE REGION 9 BOARD OF GOVERNORS DO TO HELP YOU IMPROVE MEMBERS’ INTERACTION WITH YOUR BRANCH/SECTION?

- Provide Videoconference and Teleconference Capabilities
- Host a Leaders Summit for Region 9 with Best Practices Session
- Promote communication
- Maintain a Presence at Section/Branch Meetings
- Providing activities that will increase membership value
- Providing funding to local activities
9. Which services do your members hold most valuable and why?

- Newsletter
- Networking
- Meetings/Speakers
- Publications
- Networking
- Networking
- Networking
- Technical Information
- Legislative
- Meeting with Distinguished Speakers
- Site Tours
- Legislative Efforts
- Insurance
- Networking/Interaction
- Interaction with Peers

10. I am an officer/committee chair/member from...

- 16% Los Angeles Section
- 11% Imperial Valley Branch
- 9% San Diego Section
- 7% San Bernardino Section

- The Capital Branch, Central Valley Branch, Shasta Branch, North Coast Branch and the San Jose Branch did not have any participants
1. Initiate Sections and Branches Leadership Teleconference
   - **Frequency:** Membership Focused Teleconference: Once a Year (October-November). Follow-Up Teleconferences will focus on Subjects TBD.
   - **Invites:** All section and branch officers and committee chairs, YMF
   - **Next Scheduled Teleconference:** TBD after Region 9 Meeting
REGION 9 Newsletter

RECOMMENDATIONS

2. Publish Monthly Region 9 News Briefs to Section/Branch newsletters

- **Frequency:** once a month
- **Editor:** Rotating between governors. TBD at next Region 9 board meeting.
- **Initiate first publication:** TBD after Region 9 Board Meeting.

3. Update Region 9 website to include student outreach resources and web links

- **Frequency:** once a month
- **Editor:** Jennifer E. and her assistant
- **Initiate first publication:** TBD after Region 9 Board
4. Governors to Attend Section and Branch Meetings
Exhibit B

Monthly Newsletter Articles

Samples

Sample 1
The Director’s Message: A New Year (Director Chuck Spinks)

Sample 2
The Roadmap to Strategic Planning, Political Engagement, Elections, and Other Strategic topics (Governor Rich Haller)

Sample 3
Annual Infrastructure Symposium (Governor Shahn Ahmad)

Sample 4
Region 9 Government Relations Committee (GRC) Annual Legislative Day: “infrastructure is the foundation of economic recovery!” (Legislative Committee Chair Dolores Ventura)

Sample 5
Engineers Week: Inspire Tomorrow’s Engineer (Governor Tony Akel)
Exhibit B

Monthly Newsletter Articles

Sample 1

The Director's Message: A New Year (Director Chuck Spinks)
A New Year

By Chuck Stoklas, P.E.,
Chair – ASCE Region 9 Board of Governors

October 1st is the beginning of ASCE’s new year, with our new Branch, Section, Region and Society officers starting the 09 –10 year with challenging and rewarding responsibilities. At the Region 9 level, we have two new Governors: Kathy Hoyt replacing Mark Cruddel and representing the San Diego Section, and Rich Hall replacing Harvey Gobas as one of the two At-Large Governors. Each new year seems to bring a more challenging schedule at Region 9 as we embark on additional projects to effectively support our Branches and Sections.

The first four months of each calendar year are traditionally our busiest, and this year we are assuming a busier schedule since ASCE was selected to lead the Engineers Week 2010 Coalition. Our major upcoming activities include:

- February 10-11: Region’s Legislative Day, Annual Symposium, and Awards Banquet.
- February 14-20: Engineers Week; ASCE is leading the activities this year with our president Blaine Leonardi as chair of the coalition.
- February 26-27: Multi Region Leadership Conference; this is where our leadership teams from the Branches, Sections, Younger Members, and Students from Regions 8 and 9 get together. This year’s event is held in San Diego.
- March 25: OPAL (Outstanding Projects and Leaders) Awards Banquet in Washington D.C.
- April 8-10: Mid-Pacific Student Conference and Competition, held this year at California State University Chico.

First on our calendar is Region’s annual event in Sacramento, centered around our Legislative Day where representatives from the Branches and Sections travel to Sacramento to meet with their legislators, develop relationships with them, inform them on ASCE’s position on upcoming legislation affecting our profession, and establish ASCE as a resource for their staff. Mike Thornton will lead the Legislative Day activities, Shalim Ahmad, Governor representing the Los Angeles Section, will chair the Infrastructure Symposium, and Jennifer Epp, At-Large Governor, will chair the Awards Banquet.

We are already accepting award nominations for our 2010 Awards Banquet in Sacramento. Projects that win awards from our Sections are eligible to be submitted for a Region 9 award. The nominations are due Friday, November 13 for good luck to Jennifer at jippowerboards.ca.gov.

Our region is abundant with many great projects and outstanding leaders and we hope they recognize they so deserve. The prestigious Region 9 awards also come in a unique wood plaque design shaped to represent the state of California. We think this award will stand out on your awards wall. For more information on the awards, please check out our Region 9 web site.

San Bernardino/Riverside Counties Branch Update

By Brian D. Wolfe, P.E.,
President, ASCE San Bernardino/ Riverside Counties Branch

It gives me pleasure to continue with our Branch Board, this time as President for the 2009-2010 year. Our Branch will continue to provide additional services and opportunities for participation this year as we work closely with the Mentorship and Stormwater Committees, as well as our Younger Member Forum. The Branch Board also congratulates Jessie Powell as he takes the helm of the successful Mentorship Committee for this year. Our increase in branch activities will include the formation of a Membership/Welcoming Committee as we make efforts to extend our hand to those members beyond the metropolitan areas of San Bernardino and Riverside.

We are also making preparations for accommodating new ASCE student members as a new Civil Engineering Program has been established at California Baptist University, with a new student chapter soon to follow. Fortunately, we have two strong entities, the YMFC and Mentorship Committee available to encourage them to continue with ASCE as they exit the classroom and enter the workforce.

On the 14th of October our Stormwater Committee co-sponsored a Low Impact Development (LID) workshop in Riverside. We are fortunate to have Bill Roscini continue to chair the Stormwater Committee as they continue to provide valuable education and training services to our membership.

Please visit us at www.asce-sbr.org to get to know our board members and committee chairpersons, and also to view our calendar for upcoming events.

Sustainability: What Does It Mean To Civil Engineers?

By Paul Callaway, P.E., M.ASCE,
Chair, ASCE Los Angeles Section Sustainability Committee

To many civil engineers it means best management practices for controlling erosion, to others it is designing into projects efficiencies that will reduce or eliminate their fossil fuel energy demands. What does it mean to you? Please join in with others interested in this evolving area and share your ideas and information on this timely subject with LA Section’s Sustainability Committee. The committee is looking for a member from each branch to be assigned by the Branch’s President to take part in our monthly scheduled teleconferences, so we can share what is being done throughout Southern California. We are looking forward to hearing from any of you that is interested in the subject and we want to hear some good examples of how sustainability has been incorporated into projects in your areas. Please contact me at “Paul.Callaway@aventura.com” for information on our upcoming teleconferences and take part in a lively discussion on this topic.
Exhibit B

Monthly Newsletter Articles

Sample 2

The Roadmap to Strategic Planning, Political Engagement, Elections, and Other Strategic topics (Governor Rich Haller)
Los Angeles Section
Monthly: Est. 1913

GUEST ARTICLE

The Roadmap to Strategic Planning
Political Engagement, Elections,
and Other Strategic Topics

By Richard Heller, P.E., M.ASCE, Region 9 Governor-at-Large

ASCE published “The Vision for Civil Engineering 2025” (Vision 2025) which resulted in the following bold vision: “Entrenched by society to create a sustainable world and enhance the global quality of life, civil engineers serve competently, collaboratively, and ethically as:

- master planners, designers, constructors, and operators of society’s economic and social engine – the built environment;
- stewards of the natural environment and its resources;
- innovators and integrators of ideas and technology across the public, private, and academic sectors;
- managers of risk and uncertainty caused by natural events, accidents, and other threats; and
- leaders in discussions and decisions shaping public environmental and infrastructure policy.

How will we develop engineers and the profession to meet these aggressive goals? That process was defined in the just published “Achieving the Vision for Civil Engineering in 2025: A Roadmap for the Profession” (Roadmap). The Roadmap is defined by a series of supporting results for each of the desired Vision 2025 statement outcomes. The Vision 2025 and Roadmap documents will be the focus of future ASCE activities and is being implemented in part through the strategic planning process. Document electronic copies can be found at http://content.asce.org/vision2025/.

The 18,000 ASCE members in California are part of Region 9. The Region 9 Board of Governors coordinates issues with the Society Board and the four Sections (Los Angeles, Sacramento, San Diego, and San Francisco). I am the ASCE Region 9 Strategic Management Coordinator, serving as a corresponding member of ASCE’s Strategic Planning Committee and it is my job to participate in the new, streamlined strategic planning process coordinating with Region 9 members and providing specific input to the Committee. The process, which is focused on ongoing delivery of value to members, consists of identifying and defining strategic issues, Society Board prioritization of issues and definition of desired outcomes, local (Branch, Committee, etc.) development of actions to achieve desire outcomes, budgeting by the Board for strategic priorities, and periodic progress checks of the process and results. This entire process is fast paced and will ensure efforts are focused on Vision 2025. To date the following seven priorities have been identified:

**Professional Strategies**
- Infrastructure
- Competency
- Role of the Civil Engineer
- Sustainability

**Association Strategies**
- Competition
- Student Transition
- Leader Involvement

(continued on page 4)
Region 9 Legislative Affairs

By Richard Markson

The Legislature continued to work through hundreds of bills, even as the State's finances continued to worsen. Early in April, hopes were buoyed that State revenue would meet or exceed the admittedly optimistic projections used when the 2011 budget was released earlier in the year. These hopes were dashed when State personal income tax revenue fell more than $5.0 billion short of expectations which did not bode well for the May budget revisions. Personal income taxes for the 2009-2010 fiscal year comprised 51.31% of all State General Fund revenues. You can watch State revenue at the Controller's website: http://www.sco.ca.gov/april_2010_revenue_tracker.html

The Legislature did take time to confirm State Senator Abel Maldonado as the new Lieutenant Governor. The Governor's decision to schedule a special election to fill Maldonado's seat did not please the Democrats in the Legislature – or the local officials who will have to pay the costs of the special election. The Governor called the special primary election on June 22nd – two weeks after the June state-wide primary.

The five counties that comprise the 15th reportedly had to pay more than $2.5 million to hold the extra two elections to fill the now vacant seat. These who ran were Assembly Member Sam Blakeslee from San Luis Obispo and former Assembly Member John Laird from Santa Cruz.

Below is a status report on bills of interest to ASCE members:

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<th>Bill Number</th>
<th>Summary</th>
<th>Status</th>
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<tr>
<td>AB 1431 (Support)</td>
<td>Updates the name of Engineers Board and expands membership to include one licensed geologist and one additional public member.</td>
<td>Senate Appropriations Committee</td>
</tr>
<tr>
<td>AB 1563 (watch)</td>
<td>Prohibits the construction of a peripheral canal unless certain requirements are met</td>
<td>Assembly Water Parks &amp; Wildlife Committee</td>
</tr>
<tr>
<td>AB 1760 (watch)</td>
<td>Repeals, until January 1, 2016, Caltrans’ authorization to enter into design-scheduling contracts.</td>
<td>Assembly Floor</td>
</tr>
<tr>
<td>AB 1793 (Support)</td>
<td>Makes the governing documents of a common interest development (CID) void and unenforceable if they prohibit the use or include conditions that effectively prohibit the use of artificial turf or any other synthetic surface that resembles grass. Author accepted ASCE recommendation that allows a CID to apply design and quality standards for artificial turf.</td>
<td>Senate Rules Committee</td>
</tr>
<tr>
<td>AB 1975 (Support)</td>
<td>Requires multiunit residential structures or mixed use residential and commercial structures that are permitted after January 1, 2011, to add, as a condition of new services, water meters or submeters that measure the water supplied to each individual unit.</td>
<td>Assembly Appropriations</td>
</tr>
<tr>
<td>AB 2092 (OUA)</td>
<td>Allows the Delta Stewardship Council (Council) to levy a fee upon the State Water Project and Central Valley Project contractors to pay a portion of the Council's planning and administrative costs. ASCE has suggested the bill capture all beneficiaries of Delta water as well as those whose practices impact Delta water quality.</td>
<td>Assembly Appropriations</td>
</tr>
<tr>
<td>AB 2336 (Support)</td>
<td>States Legislative findings and intent regarding striped bass, and requires the Delta Stewardship Council (DSC) to assess the adverse impacts of invasive species predation on native species, to evaluate predator suppression options, and to recommend changes in laws and actions by state agencies.</td>
<td>Assembly Appropriations</td>
</tr>
<tr>
<td>SB 1215 (Watch)</td>
<td>This bill authorizes the Department of Transportation (Caltrans) to establish prequalified lists of firms providing architectural and engineering services.</td>
<td>Senate Appropriations</td>
</tr>
<tr>
<td>SB 1284 (Support)</td>
<td>Provides an exception to the imposition of mandatory minimum penalties (MMPs) for a violation of an effluent limitation if the waste discharge complies with a certain time schedule order and other requirements are met.</td>
<td>Senate Appropriations</td>
</tr>
</tbody>
</table>

OUA = Oppose Unless Amended

ASCE Region 9 is a member of the Alliance for Clean Water and Jobs to help convince the public of the merits of spending on water infrastructure and to support the Water Bond at the general election in November. The Alliance website http://www.waterforces.com/ has information on the Water Bond.

Los Angeles Section
Monthly JUN/AUG. 2010

American Society of Civil Engineers

Regions Best Practices Guide
What Is Unique About Humber Bridge, England?

For 16 years the longest single-span suspension bridge in the world, Britain’s Humber Bridge opened to traffic on June 24, 1981. Found in northeastern England, the bridge spans the Humber estuary between Hessle on the north bank and Barton-upon-Humber on the south bank, connecting North Lincolnshire and the East Riding of Yorkshire. The Humber’s total distance is well over a mile long at 7,285 feet (2,220 meters) with a center span of 4,626 feet (1,410 meters).

Today relegated to fifth place, the Humber Bridge was the world’s longest single-span suspension bridge until the opening of the Great Belt Bridge in June 1997. The Humber was pushed to third place with the April 1998 opening of the Akashi-Kaikyo Bridge. In recent years two longer span bridges have opened in China, the Xihoumen Bridge and the Runyang Bridge.

However, if you’re looking to cross the world’s longest bridge by foot, the Humber Bridge is still the span to come to.

Now that we got your attention, do you know what is the longest single-span suspension bridge in California? How about the Los Angeles area? Happy searching.

The Roadmap to Strategic Planning Political Engagement, Elections, and Other Strategic Topics

continued from page 1

Through the Professional Strategies, ASCE will improve infrastructure and “raise the report card grades”, raise the competency level in professional civil engineering practice, deliver the tools to civil engineers so they can be leaders for sustainable infrastructure, and create the change for civil engineers to expand their roles and impact in society (Vision 2025). Through Association Strategies, ASCE will be the premier source for producing and delivering civil engineering knowledge, ensure a smooth transition from a Student to Associate Member status, and develop engineer leaders who support participation in ASCE and share their insights.

One of the key focus areas of Vision 2025 is becoming leaders in shaping public policy. You can start this process today by being an informed voter and providing information to your friends, family, neighbors and elected officials. We had an opportunity to do this in the June 8th Primary. There were five Statewide Ballot Measures, two of which are indirectly related to infrastructure (Proposition 13: Limits on Property Tax Assessments; Seismic Retrofitting of Existing Buildings; Proposition 16: Imposes New Two-Thirds Voter Approval Requirement for Local Public Electricity Providers). The November ballot will have several more. Be engaged!

Another important opportunity is to participate in your local ASCE Section Government or Legislative Affairs Committee which identifies issues of regional and statewide importance and provides input. Be involved!

Several ASCE Region 9 committees are engaged in statewide issues considered by the State Legislature and the activities of the Board for Professional Engineers and Land Surveyors (BPELS). The focus is to be engaged and effective through the entire legislative process conducting an annual Legislative Day, evaluating a finite number of infrastructure related bills and coordinating the activities of the four Sections in ASCE Region 9 (California).

I would welcome thoughts and comments on ASCE’s Strategic Planning initiative. I will be maintaining an email distribution list of interested members and will be coordinating with the Section Presidents. I can be reached at rhafen@awpa.org.

ASCE’s 2010 Member-Get-A-Member Drive Depends on You!

Los Angeles Section Monthly: JUL/AUG, 2010
California Legislative News from the Region 9 Board of Governors

The Region 9 Board of Governors is supporting Assembly Bill 1431 [http://tiny.cc/A4AmG] by Assembly Member Jerry Hill (D-South San Francisco). Last year, as part of the budget package the Legislature consolidated the Board for Geologists and Geophysicists with the Board for Professional Engineers and Land Surveyors (BPELS). AB 4X 20 transferred all of the roles and responsibilities of the Board for Geologists and Geophysicists to BPELS, but did not change the title BPELS to reflect their new role and responsibilities, nor did it include a licensed geologist or geophysicist on the Board now overseeing geologist and geophysicists. AB 1431 updates the name and expands membership to include one licensed geologist or geophysicist. In deciding to support the bill, ASCE Region 9 Governors felt it important that geologists and geophysicists be represented on the board. The bill has been approved by the Assembly and is awaiting its first hearing in the State Senate.

Region 9 has joined a broad coalition of professions licensed by the State in opposing efforts to give the Franchise Tax Board (FTB) broad authority to suspend a professional license, including an engineer’s license, for failure to pay taxes. Existing law permits BPELS to suspend or deny renewal or a license if notified by the FTB. But the FTB wants to bypass the individual license boards and be permitted to revoke a professional practice license when taxes are owed. The ASCE Region 9 Board of Governors voted to oppose the bill, in part because the proponents of the plan could not explain how a taxpayer with an outstanding tax obligation could pay if they couldn’t work in their licensed profession. The coalition has proposed amendments to counter the argument that license boards ignore tax claims. The proposal is part of this year’s budget package and may be amended into several of the budget bills being considered by the Legislature.

Region 9 has joined a similar coalition of more than 1,000 business and professional societies in opposing a mandate that anyone employing a noncorporate independent contractor withhold 3% of any payments and remit these amounts to the State. The 3% is credited against the final tax obligation of the contractor but if it results in overpayment of estimated taxes, it becomes an “interest free” loan to the State and, if California financial problems continue, could be refunded with an IOU.

The Region 9 Board of Governors concluded that this idea is bad for engineers whether they work for a consultant engineering firm or a public agency. It was pointed out that the 3% withholding requirement makes it harder for a public agency to build a multi-disciplinary team for its projects, and would create a paper keeping and reporting nightmare requiring the agency to check if withholding is needed, then send the money every month to the State Treasurer, and then report to the consultant at the end of the year — and there is no reimbursement for these costs and no additional revenue to the State. All it does is collect the money monthly instead of quarterly. Like the license suspension bill, this idea is part of the budget package being considered by the State Legislature.

Region 9 is watching Senate Bill 189 [http://tiny.cc/7r754] by Senator Alan Lowenthal (D-Long Beach). This omnibus mechanics lien bill recodifies, reorganizes, and clarifies the mechanics lien statute, and enacts separate provisions.

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ASCE’s 2010 Member-Get-A-Member Drive Depends on You!

Los Angeles Section Monthly, APRIL 2010

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LA-Section Mentorship Committee

Mentoring Program Is Seeking “Champions” To Become A Committee Member

The Mentoring Committee is planning to hold a Training Workshop in downtown Los Angeles to jump start the Mentoring Program through out the LA-Section’s Seven Branches. The goal of the Training Workshop is to provide guidelines on all aspects of mentoring. Please join me to make a substantial difference in the future of our members in general, especially members of YMF by signing up as a Committee Member, Mentor and/or Protégé.

A Mentor can be an engineer with just a few years of experience that can benefit less experience engineers.

A Protégé could be a Civil Engineering student, recent graduate or licensed engineer with several years of experience who would like to be mentored by a more experienced engineer.

A Committee Member can be any eager member who is self motivated and enthusiastic to help out with planning, implementation and follow up activities of this very worthy Committee.

The Program Benefits: There are a number of valuable benefits (i.e., sharing our professional experience and others) from this free program that is an added benefit to our members who would like to make a difference in our organization, as a whole.

Participation: We request Mentors commit to working with a protégé for the duration of the program. It is recommended that you and your protégé contact each other via email, telephone and/or in person on a regular basis.

For additional information and/or signing up, please contact Nol Nicholson, PE, M.ASCE, Chairman of the Committee at ntn@att.net.
Exhibit B

Monthly Newsletter Articles

Sample 3

Annual Infrastructure Symposium (Governor Shahn Ahmad)
FOURTH ANNUAL CALIFORNIA INFRASTRUCTURE SYMPOSIUM

By Shahnazah Ahmad, Region 9 Governor

ASCE Region 9 held the Fourth Annual California Infrastructure Symposium on February 9, 2010, in Sacramento. This Symposium assessed the State’s infrastructure, particularly water and transportation issues, as well as fiscal concerns. The vitality of California’s infrastructure is an essential key to growth and prosperity; however, investment in this infrastructure continues to be restricted due to California’s poor fiscal condition and other interests competing for available funds.

The following topics were addressed during the Symposium by various California agency officials and leaders:
- California Water Bills - Impacts on the Delta and State
- California Water Bond SB2 - Funding for the Infrastructure’s Future
- Major levee and water projects on the horizon
- Transportation and American Recovery and Reinvestment Act - Stimulus Package & Funding Initiatives
- California High Speed Rail

Some of the presentations were posted on the Region 9 website. I invite you to visit this site: http://www.region9.asce.org/Region9InfrastructureSymposium2010.html

Mark Coutin, newly appointed Director of the Department of Water Resources, gave the keynote address and provided an overview of California water resources. Senator Dave Cogdill, one of the primary authors of the water bills, provided insight on the bills.

The American Recovery and Reinvestment Act was signed into law by President Barack Obama on February 17, 2009. Since its enactment, $1.30 billion have been spent on construction, although this is merely a drop in the bucket compared to the $2.2 billion needed for the next five years as indicated in the 2009 ASCE Infrastructure Report Card. In the Report Card, the Nation’s infrastructure received a grade of "D+".

It has been reported that a significant number of construction jobs were saved because of the Stimulus Program, although it did not create all the jobs everyone expected. The following statistics were presented on current status of the Recovery Act:

<table>
<thead>
<tr>
<th>Highways</th>
<th>Transit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apportioned</td>
<td>2,542</td>
</tr>
<tr>
<td>Obligated</td>
<td>2,415</td>
</tr>
<tr>
<td>Awarded</td>
<td>1,570</td>
</tr>
<tr>
<td>Outlays</td>
<td>245</td>
</tr>
</tbody>
</table>

The federal government is proposing a “Stimulus 2” Package. It is anticipated that California funding levels will remain about the same - $2.56 billion for highway and $1.06 billion for transit.

Kathy Caldwell, ASCE President-Elect was the luncheon speaker at the Symposium. She talked about ASCE’s Vision 2025.

In the evening, a dinner was held for the 2009 Region 9 Awards Winners. Jennifer Epp, Region 9 Governor-at-Large, presented the awards which are also listed on the Region 9 website: http://region9.asce.org/awards.html

We would like to acknowledge the support of the following Symposium sponsors. Their support is greatly appreciated:
- ASCE California, Los Angeles County Chapter
- APWA Southern California Chapter
- AEQ Engineering Group, Inc.
- Diaz-Yoorman & Associates
- Kimley-Horn and Associates, Inc.
- RBF Consulting
- SA Associates
- Simon Wong Engineering
- URS

Members of the Fourth California Infrastructure Symposium Committee who helped present the Symposium are:
- Shahnazah Ahmad, Chair, Los Angeles Section, SA Associates
- Lori K. Campbell, Region 9 Administrator, LKC Consulting
- Jay H. Higgins, Los Angeles Section, URS Corporation
- Karl E. Loughley, San Francisco Section, California Water Institute, California State University, Fresno
- Richard Markston, Region 9, Pacific Advocacy Group
- Patricia McColl, San Diego Section, David Evans and Associates
- Mark R. Norton, Los Angeles Section, Santa Ana Watershed Project Authority
- Frank Sarno, San Francisco Section, VSCC
- Larry J. Smith, Sacramento Section, U.S. Army Corps of Engineers
- Nader Tamanian, Sacramento Section, California Infrastructure Consultancy

Mark your calendars for next year’s events - California Infrastructure Symposium, Region 9 Awards Dinner, and Legislative Day - which will be held the third week of February, 2011.

California Legislative News from the Region 9 Board of Governors

Los Angeles Section Monthly April 2010

Page 7

American Society of Civil Engineers 25 Regions Best Practices Guide
ANNOUNCEMENT

Congratulations to the 2009 Region 9 Awards Recipients

Project of the Year
American River Pump Station and Restoration Project
Owner: Placer County Water Agency
Contractor Partner: US Bureau of Reclamation
Engineer of Record: WH2PM and MWH Americas

Outstanding Sustainable Technology Project
Poly Canyon Village
Owner: California Polytechnic State University, San Luis Obispo
Engineer of Record: Cannon

Outstanding Architectural Engineering Project
The Cathedral of Christ the Light
Owner: Roman Catholic Diocese of Oakland
Engineer of Record: Skidmore, Owings & Merrill LLP

Outstanding Water Project
Twin Oaks Valley Water Treatment Plant DBB Project
Owner: San Diego County Water Authority
Engineer of Record: CH2M HILL, Inc.

Outstanding Small Water Project
Paradise Creek Restoration Project, Oakland CA
Owner: Alameda County Flood Control and Water Conservation District
Engineer of Record: Alameda County Flood Control and Water Conservation District

Outstanding Wastewater Project
Hongtown Creek Water Reclamation Facility – 2005 Facility Improvements
Owner: City of Placerville
Engineer of Record: Owen Pismas

Outstanding Highway Project
Route 90 Widening/Commer Lane Interchange Reconstruction
Owner: San Joaquin Council of Governments
Engineer of Record: Mark Thomas & Company

Outstanding Rail Project
OceanisideEscondido Sprinter Rail Line
Owner: North County Transit District
Engineer of Record: AECOM

Outstanding Bridge Project
The Mary Avenue Bicycle Footbridge
Owner: City of Cupertino
Engineer of Record: HNTB Corporation

Outstanding Small Transportation Project
City of Fort Bragg Downtown Streetscape
Owner: City of Fort Bragg
Engineer of Record: Green Valley Consulting Engineers

Outstanding Environmental Project
Pajaro Basin Freshwater Wetland Project
Owner: Santa Clara Valley Water District
Engineer of Record: Santa Clara Valley Water District

Outstanding Geotechnical Project
San Pablo Dam Seismic Upgrades
Owner: East Bay Municipal Utility District
Engineer of Record: Terra Engineers, Inc.

Outstanding Urban Design & Beautification Project
Bird Rock Coastal Traffic Flow Improvement Project
Owner: City of San Diego
Engineer of Record: Project Design Consultants

Outstanding Structural Engineering Project
Contemporary Jewish Museum, San Francisco
Owner: Contemporary Jewish Museum
Engineer of Record: GLMM Consulting Engineers

Outstanding Energy Project
30th Street 20a Transmission Undergrounding
Owner: San Diego Gas & Electric and the City of San Diego
Engineer of Record: Nolte Associates, Inc.

Outstanding Integrated Design Project
Foothill Raw Water Supply Pump Station (Uphill Road Pump Station)
Owner: Placer County Water Agency
Engineer of Record: West Yost Associates

Individual Award Recipients

Outstanding Civil Engineer in the Private Sector
Eddie W. Klie, P.E. – Sacramento Section, Morton & Pittol, Inc.

Outstanding Civil Engineer in the Public Sector
Johanna Wong, P.E. – San Francisco Section, San Francisco Public Utilities Commission

Outstanding Civil Engineer in Community Service
Ziad Y. Madboudi, P.E. – Los Angeles Section, City of San Juan Capistrano
Douglas Taylor, P.E. – San Francisco Section, State of California CALFIRE

Outstanding Civil Engineering Student
Kyle Burnham – Los Angeles Section, University of Southern California
Daniel Clouter – Sacramento Section, California State University Sacramento

Lifetime Achievement Award
Maurice Roos, P.E. – Sacramento Section, State of California Department of Water Resources

Outstanding ASCE Life Member
Joseph Kaplan, P.E. – San Francisco Section, Joseph Kaplan, Inc.

Outstanding Civil Engineering Faculty Advisor
Ali Porbala, P.E. – Sacramento Section, California State University Sacramento

Outstanding ASCE Practitioner Advisor
Kari Wagner, P.E. – Los Angeles Section, Wallace Group

Outstanding Younger Civil Engineer
John Prince, P.E. – San Diego Section, RES Consulting

Outstanding ASCE Section Officer
Jay Higgins, P.E. – Los Angeles Section, URS Corporation

Outstanding ASCE Branch Officer
Erik Okada, S.E. – San Francisco Section, HNTB Corporation

Outstanding ASCE Younger Member Officer
Runu Storesand, P.E. – San Francisco Section, Noble Consultants, Inc.

Outstanding Engineer in Legislative Activities
Gary Gilbert, P.E. – Los Angeles Section, Daz Yoerger & Associates

Legislator of the Year
California Assembly Member Anna Caballero
State Senator Dougigid
Exhibit B

Monthly Newsletter Articles

Sample 4

Region 9 Government Relations Committee (GRC) Annual Legislative Day:
“Infrastructure is the foundation of economic recovery!”
(Legislative Committee Chair Dolores Ventura)
Region 9 Government Relations Committee (GRC)
Annual Legislative Day: “Infrastructure is the foundation
to economic recovery!”

by Chair of Region 9 GRC, Dolores Ventura, P.E., P.M.P., M.ASCE

Last March 8, 2011 marks the Seventh Annual Legislative Day in Sacramento! California’s Legislative Day is an all
day event in which we raise awareness about ASCE’s priorities and advocate for infrastructure funding. Many ASCE
members have developed relationships with their legislators as a result of these efforts and we continue to raise the
issue of California’s crumbling infrastructure. This year, the Water and Environment Policy Committee have scheduled
an additional visit to the capitol to meet with committee chairs to help shape public policy and plan for the future. This
is a very exciting time to get involved because we are experiencing positive results from our initial efforts!

ASCE has been issuing infrastructure report cards for over a decade now. In 2009, America’s Infrastructure overall
GPA was an unfortunate D and ASCE estimated that an annual investment of $2.2 trillion was needed in the next
two years to bring our Nation’s infrastructure back to safe and reliable standards. Civil engineers realize that critical
infrastructure systems are vital assets and that their destruction or incapacitation would disrupt the security, economy, safety, health, or wel-
fare of the public. We have chosen to take action against our crumbling infrastructure.

One of the outcomes of ASCE’s Vision 2025 was that Civil Engineers would be “Leaders in Public Policy”. ASCE has excellent programs in place to train, develop, and connect you with your government representatives. The GRC members take trips to Sacramento, Washington D.C., City Council offices, and we collaborate on a monthly basis as a Region to get involved with politics.

One of our goals this year was to bring advocacy training to the local level. The vehicle in place to accomplish this has been the Metro Los Angeles Branch’s traveling workshop, “Engineers and Politics.” This all day seminar provides tools and techniques on how to become advocates for infrastructure in local, state, and federal government.

Infrastructure is the foundation to economic recovery!
• For every $1 spent on infrastructure creates $4 for California’s economy.
• According to California Rebuild Coalition, “For every $1 spent today, saves as much as five times that amount in just a few years.”
• According to the U.S. EPA, “The cost of protecting water quality from degradation is one tenth (1/10) to one hundredth (1/100) the cost of cleanup.”

2009 ASCE National Report Card:
• 30% of California’s bridges are structurally deficient or functionally obsolete
• 69 of California’s 1,247 dams are in need of rehabilitation to meet applicable state dam safety standards.
• California ranked 11th in the quantity of hazardous waste produced and 1st in the total number of hazardous waste producers.
• 56% of California’s major roads are in poor or mediocre condition.
• 68% of California’s urban interstates are considered congested.
• Vehicle travel on California’s highways increased by 27% from 1990 to 2007.
• Driving on roads in need of repair costs each California motorist $590 a year in extra vehicle repairs and operating costs.

Legislative Day Agenda
8:30 AM – 10:00 AM  Continental Breakfast/Training
10:00 AM – 12:00 PM  Meetings with Legislators
12:00 PM – 12:45 PM  Lunch Break
12:45 PM – 1:00 PM  Group Picture on Steps of the Capitol
1:00 PM – 4:00 PM  Resume Meetings with Legislators
5:00 PM – 6:00 PM  Happy hour/recap session at the Hyatt

***Hope to see you in Sacramento next year!!! ***
Exhibit B

Monthly Newsletter Articles

Sample 5

Engineers Week: Inspire Tomorrow’s Engineer (Governor Tony Akel)
Awards and Altruism

Euphoria is in the air! Our Section humbly accepts the 2009 Outstanding Section and Branch Award for Very Large Sections and Branches in recognition of the great efforts and volunteerism our Section members put in the past year. Newsletters of our Metro Los Angeles and San Bernardino/Riverside Branches have also bagged respective awards for their significant efforts of producing an effective communication tool within their Branches. But let us not forget that these awards would not have been possible without your specific contribution of resources. Whether it is volunteering for an event, writing a short article of interest, participating in forums, or simply being a member who cares, you are part of what this Section and its Branches have become and are now recognized by ASCE National. As we celebrate Engineers Week (EWeek) this month, let us contemplate on what we have done collectively as a Section and what we can do as a profession to better everyone’s lives.

In separate articles, Our Section President and Region 9 Director talk about Eweek in similar tones. They talk about the things that we can do within our own sphere of influence and if you dare venture out, within your community. They talk about resources available to us that we can tap into.

These commentaries provide a good segue to the various George Let’s Build series participated in by our Younger Members Forum, Metro Los Angeles Branch, and Los Angeles regional colleges volunteers last November 2009. What’s truly amazing with that effort is the sheer number of our members who reached out (and continue to reach out!), especially to the next generation of engineers.

February, through EWeek, is a great month to feel proud to be an engineer primarily because of the personal satisfaction this profession brings in making the lives of others better. And what better testament it is to say to others that “I helped build that” when one goes around the city pointing to the various engineering landmarks they helped build. I do that often with my 9-year-old son, not necessarily because I want him to be an engineer; but specifically because I want him to know how engineers really make a difference and how those infrastructures are used to make this great region of Los Angeles more livable each day. That altruistic spirit is the key lesson of this profession that I want to impart to him.

To all engineers, Mabuhay (Long Live!)

- Dr. Cris B. Liban, PE.

Reminder:

Inspire Tomorrow’s Engineers

By Tony Abi, E.E., Region 9 Governor

“Scientists and engineers ought to stand side by side with athletes and entertainers as role models and here at the White House we are going to lead by example. We’re going to show young people how cool science can be.”

This was part of President Obama’s November 2009 speech where he introduced the nationwide initiative “Educate to Innovate” which is intended to help scientists, engineers and teachers inspire young people to excel in science, technology, engineering and mathematics (STEM). The initiative will engage 100,000 volunteers to reach more than 10 million students over the next 4 years.

Many indicators point to a serious and genuine effort by the current U.S. administration to plant the seeds of excellence in science and engineering education. Consequently, our profession will benefit with increased enrollment and achievers needed for a globally competitive technological market.

For our part, ASCE has been a very active participant and was even a founding member of Engineers Week Coalition, which includes more than 70 engineering, education, and cultural societies, and more than 50 corporations and government agencies. In fact, this year our National President Blm Leonard is the chair of the coalition, and the coalition honorary co-chair corporate sponsor is the CEO of Exxon Mobil, Rex Tillerson.

Engineers Week (Eweek) activities for 2010 are scheduled between February 14-20 and are dedicated to raising public awareness of engineers’ positive contributions to the quality of life. EWeek promotes recognition among parents, teachers, and students of the importance of a technical education and a high level of math, science, and technology literacy. It also motivates youth to pursue engineering careers to maintain a diverse and vigorous engineering workforce. Each year EWeek reaches thousands of schools, businesses, and community groups across the U.S.

What EWeek outreach programs are available and how can you volunteer? The Engineer’s Week Coalition’s website www.eeweek.com lists 48 opportunities where you can get involved. These intuitive and motivational sites include:

- Discover Engineering is intended for middle school students www.discoverengineering.org.
- Zoom into Engineering is intended kids ages 6-12 pbkids.org/zoom.
- Future City Competition is intended to provide fun and exciting educational programs for seventh- and eighth-grade students. www.futurecity.org
- Introduce a girl to engineering www.eeweek.org/EngineersWeek/introduce.aspx
- Discover Engineering Family Day held in Washington D.C. on February 20. eeweekfamilyday.org
- Finally, greatest engineering achievements of the 20th century is a reminder of our contribution to enhancing the quality of life www.greatachievements.org.
K-12 Outreach
Curious George: Erosion

By: Jane Fain

On November 6th, 2009, the ASCE YMF K-12 Outreach Program kicked off their 2009-2010 with a fantastic lesson on beachfront erosion and mitigation part of the Curious George Let's Build series at Oliver Avenue Elementary School. Entitled "Shifting Sands", this hands-on activity showed our young engineers how natural forces can change the coastline and what engineers can do to shape them. The event was a huge success, with over 60 fifth-grade students and 20 volunteers in attendance. Not only did YMF, IMAB, and Section have representation, but so did our local student chapters at CSULA, CSUN, UCL, and Loyola Marymount University. Thank you to everyone who came and helped us enjoy another successful educational event!

Curious George is a joint program with PBS Kids that aims to develop math and science skills in elementary school students, and engage their natural curiosity to build and create. To learn more about PBS Kids' Curious George Let's Build Program, visit http://pbskids.org/curious-george/parent/teachers/, and to find out how you can help, email Jane Fain at jane.fain@hatchmott.com.

Inspire Tomorrow's Engineers

continues from page 2

This year's EWeek theme is "Celebrating Volunteerism." In Region 9, we have an array of engineering volunteers who donate their most valuable commodity: time, to successful and effective annual outreach activities within each Section and Branch. Each Region 9 Section and Branch holds annual award programs that recognize project and individual technical excellence, as well as volunteerism. Though most of the outreach activities are noticed during EWeek, our programs are implemented successfully throughout the year.

On behalf of Region 9, I extend our grateful thanks to those engineering volunteers for their dedication and invaluable contribution to our profession. The seeds you are planting are simply priceless and I hope your most gratifying reward is the knowledge that you are definitely making a big difference.

A wise man once said: "It is easy to count the seeds in an apple, but we cannot count the apples in a seed".

Happy Engineers' Week!

Los Angeles Section Monthly FEB 2010

A Great Idea From the Life Members

The ASCE Life Members' Public Image Committee request that members take their (to be discarded) Civil Engineering magazines to their doctor’s office or barber shop and merge them with the stack of magazines. We feel this will be an effective way to make the general public more aware of what civil engineers do.

ASCE's 2010 Member-Get-A-Member Drive Depends on You!
Exhibit C

Quarterly Teleconferences

Sample Agenda

and

Meeting Minutes
MEMORANDUM

TO: ASCE Section and Branch Officers in Region 9 (California)
FROM: Committee on Communication with Section and Branches
SUBJECT: Region 9 Legislative Advocate

WHEN: Thursday, June 10th, 2010 (12:00 p.m.-1:00 p.m. PST)
Call no. 1 (800) 508-7891. Meeting no. "4661360". (enter * key before and after the meeting no.)

You are invited to participate in a conference call with your fellow Section and Branch officers in Region 9 (California). ASCE Region 9 made a commitment to enhance our legislative advocacy in Sacramento and this teleconference is intended to provide an educational experience to section and branch officers. Bring your questions and great ideas.

Agenda
1. Introduction of Region 9 Government Relations Committee (see attached)
2. Introduction of Special guest Richard Markison, our Region 9 Legislative Advocate
3. How to influence legislation affecting the Civil Engineering Profession
4. How legislative advocacy can enhance our representation in Sacramento
5. How legislative advocacy can assist you with your local government
6. How you can get involved

Region 9 Director and Governors are looking forward to your participation!

Sincerely,

Chuck Spinks, Region 9 Director
Kathy Haynes, Governor, San Diego Section
Rich Halter, Governor at Large
Shahnawaz Ahmad, Governor, Los Angeles Section
Jennifer Epp, Governor at Large
Joan Al-Kaisy, Governor, Sacramento Section
Tony AkeI, Governor, San Francisco Section

If you have questions regarding this teleconference, please do not hesitate to contact us taked@taekelang.com or at 569-436-0600.
Teleconference for Section and Branch Leaders

Topic – Government Relations

By Joan Al-Kazily

DRAFT 2 (8/15/2010)

Teleconference Date: June 10, 2010 (12:00 PM to 1:00 PM)

Teleconference Participants:

Joan Al-Kazily, Region 9 Governor
Jennifer Epp, Region 9 Governor
Kathy Haynes, Region 9 Governor
Rich Haller, Region 9 Governor
Shahn Ahmad, Region 9 Governor
Tony Akel, Region 9 Governor
Richard Markuson, Region 9 Legislative Advocate
Jay Higgins, President LA Section
Dolores Ventura, Chair Region 9 GRC
Kari Wagner, Vice Chair, Region 9 GRC
Phil Bordenave, Region 9 GRC
Serge Haddad, president MLAB
Jeff Girard, chair Government Affairs, MLAB
Phil Johnson, MLAB
Oscar Serrano, President-Elect Sacramento Section
Matthew Addington, Riverside-San Bernardino Branch Secretary
Josh Rhodes, President Fresno Branch
Paul Gallaway, President, Ventura Branch
Patricia de Leon, OC Programs Chair
Gary Gilbert, LA Section
Guillermo Flores, San Bernardino and Riverside Counties

+ 14 others

Total Participants: 35

Teleconference Agenda

• Introduction of Region 9 Government Relations Committee
• Introduction of Special guest Richard Markuson, our Region 9 Legislative Advocate
• How to influence legislation affecting the Civil Engineering Profession
• How legislative advocacy can enhance our representation in Sacramento
• How legislative advocacy can assist you with your local government
• How you can get involved
Teleconference Minutes

Governor Tony Aki opened the teleconference with self-introductions by the Region Governors. Due to the large number of people on the call Tony asked those on line to send him an e-mail to record their participation in the teleconference.

Karl Wagner, later joined by Dolores Ventura, represented Region 9 Government Affairs Committee. Karl spoke briefly on the Committee’s status and plans for the coming year, which include additional training workshops.

Announcement: Governor Rich Haller, serving on the Society’s Strategic Planning Committee informed participants that the Society is looking into what can be done to help members who are unemployed because of the current financial crisis. One service that is offered by the Society is a Career Connections link on the ASCE web site. The link found on the main page connects to a site where available jobs and résumés of job-seeking members can be posted.

Main Speaker: Tony introduced Richard Markeyson, Region 9 Legislative Advocate, noting that he has worked for many years in the legislative arena, serving as a spokesperson for several organizations. Richard first gave the group a synopsis of his background. As a graduate student of Political Science at Long Beach State, where he also worked as a lecturer, Richard took a 3-month position as a Senate Fellow in Sacramento. Finding his niche, he decided he would rather practice political science than study and teach it. He continued to work for the legislature until term limits were introduced in 1999. Not relishing the idea of changing bosses every 6 years he moved into the private sector. Richard has had several clients, most notably the American Council of Engineering Companies (ACEC), whom he has represented during the past 13 years. When approached by ASCE Region 9 in 2008, he was happy to renew a relationship with civil engineers in California.

On behalf of his clients Richard reads all new legislation and subsequent amendments. About 3000 new bills are introduced each year. Richard identifies those that have relevance to his clients, in our case those that impact engineers or engineering work. Richard keeps ASCE Region 9 informed about the status of these bills. When a bill becomes law he reads all proposed regulations based on the statutory authorization and keeps Region 9 informed of any potential issues. Another aspect that Richard keeps track of for ASCE is the Attorney General’s official opinions interpreting the law in particular cases.

Richard presents his findings to appropriate Region 9 ASCE committees such as Government Relations, Infrastructure, and the Water Policy Committee. The Committees deliberate and make recommendations for action (support, oppose, watch, support if amended, and etc.) to the Region 9 Board. If the Board takes a position on a bill or issue, that position is recorded in writing in the form of letters as appropriate. If Region 9 Board votes to seek amendment to a bill before taking a position they will, through Richard, work with the author to improve the wording of the legislation. In a recent case involving a bill to require artificial grass instead of turf in certain types of construction, Region 9 raise the issues of aesthetics and increased storm water run-off,
proposing wording to provide some flexibility. The author of the bill welcomed the suggested changes, which were incorporated into the bill.

Another aspect of Richard's service to Region 9 ASCE is coalition building with ACEC, PECG and other players in the design-construction community. Working on our behalf, he can show that ASCE is becoming more involved with legislative issues, and he can let others know which issues are important to ASCE.

Richard stressed the important of the 20,000+ members of ASCE in California engaging more actively with the political process. He believes that ASCE has an important role in bringing issues such as the environment to the forefront of the debate that has recently been dominated by the issue of contracting out, on which ACEC and PECG are divided. Politicians are welcoming civil engineers participation on issues beyond this.

Although Richard's active participation is at the State level, he can also advise Sections and Branches on their advocacy efforts at the local level. He can provide tips on engaging local officials and how state legislators may be able to help. For example he was present at the recent Metropolitan Los Angeles Branch (MLAB) daylong advocacy preparation meeting, talking to members and providing hands on instruction on how to be an effective advocate with local politicians.

MLAB Experience
Tony asked Serge Haddad to talk about their experience. The first "Engineers in Politics Workshop" was held almost a year ago and a second is planned for August 7, 2010, in downtown Los Angeles. Yesterday MLAB visited City Hall and met with the 15 Council Members and the Mayor's Office. Pending the next council meeting a resolution proclaims:

THEREFORE, BE IT RESOLVED, that the City Council and the Mayor of Los Angeles do hereby proclaim Wednesday, June 9, 2010 "American Society of Civil Engineers Day" and encourage all Angelenos to recognize the contributions of ASCE professionals to maintaining and improving their quality of life.

Tony suggested that other Branches follow the lead of MLAB to obtain similar proclamations. Serge acknowledged the hard work of the committee and members who participated in the drive in: including; Jacqueline Reed, Erik Hoffman, Jeff Girard, Anthony Beauchamp, Darwin Vargas, Genaro Mejia, Serge Haddad, Alex Geyer, Michelle Leonard, Neil Drucker, Avygal Sanchez, Joanne Zhang, Clark Robbins, Philip Johnson, and Julia Moye.

What can we do as individuals?
1. Richard suggested that Sections and Branches establish Government Relations Committees with a specific charge (activity). Regional training is available.
2. Individuals are encouraged to sign up for the Society's Key Contact program. Alerts are sent out that enable participants to follow and engage in legislative issues as bills are going through the process.
3. Individuals are also encouraged to give serious consideration to running for office. Be prepared for some frustration because politics is not as methodical an understandable as engineering! Richard can provide one on one advice and point people in the right direction. His advice is to find something that you are
interested in doing – not necessarily directly related to engineering – and try to get on the appropriate board. Recently an engineer successfully ran for and was elected as Insurance Commissioner in LA (and without having a huge budget).

4. There are also appointed positions. Region 9 ASCE has charge Richard with identifying the positions and developing a pool of people who are interested.

The meeting was opened up for questions.

Paul Galloway mentioned that Santa Barbara/Ventura Counties Branch, said that they have just appointed Mike Posey Legislative Committee Chair and asked how they can coordinate their efforts with the Region 9 committee.

Dolores responded that it would be great to have Mike on Region 9 Government Affairs Committee to provide for the coordination.

Richard noted that Region 9 is looking into setting up a regular means for communicating Region 9 positions to Sections and Branches. Richard also offered to meet with the Santa Barbara/Ventura Counties Branch Legislative Affairs Committee when he is down there.

Interaction with the Board of Registration for Engineers and Land Surveyors (BPELS)

Governor Joan Al Kazily was asked to comment on Region 9’s interaction with the BPELS and promptly disconnected herself from the meeting while attempting to turn off the mute button! Richard took up the question and when Joan became reconnected he was saying that she attends BPELS meetings to show ASCE’s interest in registration issues. Tony again asked Joan to comment. She noted that the original impetus for attending the meetings, which started two years ago, was to convey ASCE’s interest in mandatory continuing education as a requirement for re-licensing. It soon became apparent that there are other important reasons to continue to develop the relationship between ASCE and BPELS. The issue of mandatory continuing education will be pursued through the legislative path.

Public Relations

Phil Johnston noted that the Mayor of Los Angeles (at the legislative visit organized by MLAB) asked what ASCE is doing on public relations and accessing media outlets.

Jay Higgins reported that Los Angeles Section has just appointed a Public Relations Committee Chair (Josh Feffer). Josh has attended the PR University in Reston. A charge for the committee is being fleshed out and contacts are being established in all the Branches. Josh has been tasked with coming up with a way to identify technical experts who are willing to speak with the media, and then find a way to provide them with training.

Tony noted that San Francisco also has a committee but it may need to be strengthened. He also pointed out the importance of being ready with these committees in place and active when the new Region 9 report card is released. Advice and training is available at the Society level but local talent is needed to implement public relations activities.
MLAB made an effort to contact the media for their legislative visit to the City Council. Karen Albers in Reston helped to draft a press release and it was e-mailed to Downtown LA News. They did not hear back and don’t know if it was published.

Section and Branch positions on issues:
Gary Gilbert asked how a Branch could find the Region 9 position on an issue so that there is no conflict with Region 9 at the Section and Branch level. Tony responded that this is a very important issue.

Sections and Branches are encouraged to take their own position on local issues. If the issue is statewide it is important to coordinate with Region 9. Gary asked about the “process” that Sections and Branches should follow. The process has not yet been defined but Region 9 has asked Jay to draft up a policy that will outline the steps Sections and Branches need to follow. Meanwhile it is appropriate for Section and Branches to contact Region 9, or one of its committees, directly when they are considering a statewide or regional issue. Jay enlisted Gary’s help drafting the policy.

In bringing the meeting to a prompt 1:00 pm close Tony reminded participants to send an email to record their participation. He asked if there were any ideas for future teleconference topics but hearing none ended by thanking Richard Markuson and Serge Haddad for their presentations and time.

Suggestions for future teleconference topics and other requests and ideas received by email
1. Serge Haddad, President MLAB:
I request that Region 9 purchase "Gotomeetings.com" membership for $40 per month. This great tool could then be used by any section or branch within Region 9 for free. Gotomeetings.com can record the conference call and any questions that were typed in. It is a very helpful tool and one that I use regularly.
At a future teleconference I recommend we discuss the fifth goal of ASCE Vision 2025. This talks about leadership in making policies.
Another topic would be an informational session on the history of ASCE’s pursuit of adding a 501c6 Political Action Committee. Wayne Klotz, Kevin Womack or Brian Pallasch could probably be a guest speaker.

2. Jeffrey C. Girard, Government Affairs Chair, ASCE - MLAB and LA Section
A possible topic might be what we should be doing (if anything) regarding the upcoming Water Bond and/or specific state legislation we need to act on in our state assembly and senate offices.

3. Jeannette Lindemann, OC YMF President
One thing I would be interested in is suggestions on how to get YMF members involved in the government affairs committee.
Director’s Letters – Region 5

Date: November 7, 2012
Region: 5
Project contact: Bill Grogan
Contact phone number: 601-634-2226
Contact e-mail address: William.p.grogan@usace.army.mil

General project category (e.g. Public Outreach, Legislative, Website, etc.): Communication
General project description: Director’s Letters

The process – what you did, when and how: As region 5 Director, I have been composing letters on a regular basis and shared with the Region. I try to keep the letter to one page and address an issue or issues of general interest that the Board of Direction has been instrumental in effecting. I share these with the governors to share with their section. The Louisiana section includes it in their newsletter, some sections send out as an email, and most post on their section web page.

The parts that worked really well: I have had a lot of positive feedback from members in that they appreciate some direct communication on what is going on from their local Director.

Would you do it again? Yes

Contact information for a person from your Region who would be willing to speak about the Best Practice:
Name: Bill Grogan
Address: 9 Lafayette Circle, Clinton, MS 39056
Phone Number: 601-634-2226
Email Address: William.p.grogan@usace.army.mil
Successful Logistical Assembly Planning – Region 2

Date: April 12, 2012
Region: 2
Project contact: Christopher Menna, R2 Governor
Contact phone number: 215-686-5573
Contact e-mail address: Christopher.menna@phila.gov
General project category (e.g. Public Outreach, Legislative, Website, etc.): Region Assembly
General project description: Successful Logistical Planning

The process – what you did, when and how: Ensured that Assembly content met the requirements of our Strategic Plan. Developed agenda covering key topics to be covered, focused on targeted issue and attendees we wanted to attract (integration of Student Chapters into Sections; Section, YM and student leaders, and Faculty Advisors respectively). Secured ASCE national staff and/or national committee members to be speakers during planned sessions. Assigned a R2 Governor to help facilitate each session.

Those in charge – committee, task committee, etc.: 
Robert Victor – Overall Supervision/Guidance
Christopher Menna – Communication Plan and meeting logistics, i.e. location, food, AV, etc.
Gregory Scott – Agenda and Correspondences.
All other Governors – Communication and Session support

Time frame – when started, when completed: Planning started approximately three months in advance. Started after Christmas Holiday. Assembly held in early March at ASECE HQ in Reston. This particular event was a re-schedule from the fall of 2010. Without prior planning, adjust start time to 6 months in advance.

The parts that worked really well: Separate YMF leaders meeting; networking lunch; organized tours of ASCE Headquarters; ASCE Institute Integration talk; had attendees move around to break up groups of familiar faces prior to ice breaker which was oriented to get attendees talking vs. group exercises. Very successful in lining up in-demand, relevant speakers.

The parts that did not work well: Breakout session topic assignments, having more breakout session groups than Governor moderators, reporting, and data collection could have been done better. Ethics session went too long. The video segments were a little long, but the discussion was quite good with people on both sides of the table taking different viewpoints. Should ensure that
Section leaders had enough interest tracks to participate in.

**This is something off the wall that we did:** Offered $200 travel stipend to entice all 25 R2 Student Chapters to attend. We also waived all registration fees for all attendees.

**The administration that was important:** Save the Date Notice, Official Invite Notice, Emailing/calling schedule assigned to all R2 Governors. Each Governor was required to contact a specific list of Chapters, Sections, Branches, and/or YMFs.

**The follow-up that was important:** Managed communication plan with milestones and interim conference calls. Attendance goals were set and closely monitored.

**What you should ALWAYS do with this project:** Be persistent with follow-up phone calls

**What you should NEVER do with this project:** Only rely on email communication

**The outcome:** We had the highest attendance ever with nearly 100 people in attendance. 15 of 25 Student chapters participated. Several new PA/FA volunteers and new Branch leadership attended as well.

**Would you do it again?** Yes. We do it annually.

**Additional comments:** R2’s effort attracted the praise of many staff at ASCE National.
Region Assembly Paperless Meetings – Region 1

Date: April 12, 2012
Region: Region 1
Project contact: Shawn P. Kelley
Contact phone number: 802-272-7710
Contact e-mail address: skelley@geodesign.net

General project description: Region Assembly meetings that are paperless

The process – what you did, when and how: Every Fall and Spring, Region 1 hosts an Assembly in which the Sections of the Region get together to share best practices, successes and failures of operational procedures, meeting ideas and topics, and leadership challenges. At the meeting, each Section is asked to bring a Section report and present this report to the Assembly. The format of this report has been standardized so that each Section can provide similar Section details (i.e., list of officers, size of Section, number of members, current budget, awards, committees, etc.). Each Section began printing multiple copies of these reports to hand out to assembly delegates. At our last assembly meeting in April 2011, an announcement was sent out to each Section to provide a digital copy of their report so that it could be put onto a main computer that was hooked up to a projector. A screen was used at the assembly and the report was shared with the group electronically. A second screen and computer was used to project the Section’s location within the Region so the delegates could see where this Section was located within the Region.

Those in charge – committee, task committee, etc.: Mr. Tony Puntin, Region 1 Society Director and Region 1 Governor Board Chairperson, and Shawn P. Kelley, Region 1 Governor Board Vice Chairperson

Time frame – when started, when completed: Started April 2011 and this is on-going for future assemblies

The parts that worked really well: Electronically sharing the report and having it on one computer during the presentations

The parts that did not work well: The report format was in WORD and should be changed to POWERPOINT

This is something off the wall that we did: N/A

The administration that was important: Giving each Section ample time to send in their reports digitally before the meeting.

The follow-up that was important: Making sure each Section president was aware of the request for a
Section report at the Assembly meeting and when the report should be sent in prior to the assembly meeting

**What you should ALWAYS do with this project:** Communicate deadlines to the Section delegates and follow up with them prior to the meeting. Make sure each Region Governor is in touch with their Sections.

**What you should NEVER do with this project:** Assume each Section will send in their report given only one email announcement about the Assembly meeting and the reporting requirement.

**The outcome:** There was positive feedback by most attendees.

**Would you do it again?** Yes

**Additional comments:** The next assembly will have reports in POWERPOINT format and use bigger fonts for presentation purposes. The WORD document report will be included in the Assembly meeting minutes.
2.3

Multi-Region Leadership Conference
Interactive Breakout Activity – Region 9

Date: July 22, 2012
Region: Region 9
Project contact: Camilla Saviz, Jennifer Epp
Contact phone number: (209) 946-3077 (Saviz)
Contact e-mail address: csaviz@pacific.edu; jennifer@lupoepp.org

General project category (e.g. Public Outreach, Legislative, Website, etc.): MRLC Interactive Breakout activity

General project description: Structured breakout activity to encourage Governors, Section/Branch/Younger Member/Student Chapter members to discuss strengths, areas for improvement, and ways to collaborate. This can also be used at the start of a regular Section or Branch meeting.

The process – what you did, when and how: (see attached PowerPoint slides). Ran a 75-minute breakout session with specific questions, allowed participants to discuss the questions, then asked for a volunteer to report back. During the activity, the coordinators circulated around the room to gage progress, clarify questions, and to ensure that all (especially students and Younger Members) were contributing to the conversation.

Those in charge – committee, task committee, etc.: Region 9 Board of Governors.

Time frame – when started, when completed: MRLC Region breakout session; 45 minute activity

The parts that worked really well: Director Epp welcomed the participants and provided an overview of the Region (with a map) – especially helpful for students. Moderators only provided instructions, but did not speak too much otherwise. Interaction between members, seating Governor/Section/Branch/YM/Student members from the same Section together and encouraging exchange of contact information. Broke up large tables into smaller groups to allow all to participate in the conversation. Time the activities and keep things moving.

The parts that did not work well: A bit too loud with everyone talking, although the participants did not seem to mind. Having smaller groups helped them to hear one another despite the noise.

This is something off the wall that we did: Candy for those who volunteered to report back – they were promised “Fame and Fortune” (they got to say their name, and got a 100 Grand candy bar). We also had candy for those who took notes and submitted their sheet at the end.

The administration that was important: Having clear directions projected on the screen – used a PowerPoint presentation.
The follow-up that was important: none

What you should ALWAYS do with this project: Provide focused and clear instructions in manageable pieces.

What you should NEVER do with this project: Allow the conversation too run too long on each topic. Do not wait for all tables to be done, otherwise people sitting at the other tables will tune out.

The outcome: Conversations among members within a Section.

Would you do it again? Yes – I hope so!

Contact information for a person from your Region who would be willing to speak about the Best Practice:
   Name: Camilla Saviz or Jennifer Epp
   Address: Univ of the Pacific, 3601 Pacific Ave, Stockton, CA 95211
   Phone Number: (209) 946-3077
   Email Address: csaviz@pacific.edu

Attachments: This Best Practice includes attachments on the following pages.
MODERATOR NOTES
REGION 9 BREAKOUT

MULTI-REGION LEADERSHIP
CONFERENCE JANUARY 13-
14, 2012 PORTLAND, OREGON

Preparation: Moderator and other Governors: Put signs at each table corresponding to the Section (e.g., 3 tables for each: Los Angeles, Sacramento, San Diego, San Francisco.) Governors stand at door and throughout the room to welcome people and direct them to sit at a table corresponding to their Section. Ask people to not sit with people they know. Have Governors sit with their Section. If there are several under-populated tables, then combine them. If there are over-populated tables, break them up for the exercises that involve the whole table.

Use the projector to project the PowerPoint version of these instructions. You can also leave ~3 copies at each table.

Welcome - Jennifer Epp, P.E., Region 9 Director

Meet the ASCE Members at your Table

1. At your table, divide into groups of 3. Mix it up! Groups should be diverse (i.e. mixture of representatives from a Region, Section, Branch, Younger Member Group, and/or Student Chapter).

2. Within your group, quickly interview one other person (for no more than 1 to 2 minutes) while the others listen. Rotate to the next person in the group until all 3 members have been interviewed. Things to ask can include: name, occupation/school, hometown, ASCE position, hobbies, favorite ice cream flavor, pets, .... Be creative! Take notes! (5 mins, give warning to rotate to next person every few minutes. Moderators should walk about and gauge the progress of discussion.)

3. Rejoin the others at the table. Going around the table, take turns introducing one another. Each person should introduce the person he/she interviewed. Make the other person look good! At your table, take a vote on who did the best job introducing another. (10 to 12 mins. Moderators should walk about and gauge the progress of introductions.)
Have reps from 2-3 tables stand up and do their intro - ask tables to nominate someone who did a particularly good job. Incentive: give candy or ASCE prizes to the introducer.

**What Makes my Region/Section/Branch/Younger Member Group/Student**

*Chapter GREAT, ... and how others can help!*

Moderators should walk about and gauge the progress of discussion in each of the following:

1. Going around the table, describe one particular strength of your Region, Section, Branch, Younger Member Group, or Student Chapter. (R/S/B/YM/SC). Start with a Younger Member. (~10 mins)

2. Starting with a Student Member, go around the table again, describe one major area for improvement for your R/S/B/YM/SC and if possible, discuss (as a group) how this area can be improved and how other groups (R/S/B/YM/SC) can collaborate to help. (~20 mins)

3. Once all have had a turn, identify top ways in which each R/S/B/YM/SC can help or be helped by each of the other entities. For example, if you represent a Younger Member Group, identify one way in which the Branch can help your group, one way you can help the Section, and one way you can help the Student Chapters. How can your group simplify that collaboration and make it work? (~20 mins)

Take notes! One person from each table may be asked to report back to the whole group. *(Pick 2-3 tables to report back, depending on time - 6-10 mins)*

4. On person from each table: On a piece of paper, please write the top three ways in which a R/S/B/YM/SC can help or be helped by the other entities. You only need a total of 3 items - not 3 for each. Just pick the best ones! Ask them to please turn in the paper at the end of the session *(Governors to review at the next meeting)*.
(HANDOUT FOR TABLES, BUT POWERPOINT SLIDES ARE PREFERRED)

REGION 9 BREAKOUT

MULTI-REGION LEADERSHIP
CONFERENCE JANUARY 13-14, 2012 PORTLAND, OREGON

Please sit at a table corresponding to your Section (Los Angeles, Sacramento, San Diego, San Francisco)

Welcome – Jennifer Epp, P.E., Region 9 Director

Meet the ASCE Members at your Table

1. At your table, divide into groups of 3. Mix it up! Groups should be diverse (i.e. mixture of representatives from a Region, Section, Branch, Younger Member Group, and/or Student Chapter).

2. Within your group of 3, quickly interview one other person (for no more than 1 to 2 minutes) while the others listen. Rotate to the next person in the group until all 3 members have been interviewed. Things to ask can include: name, occupation/school, hometown, ASCE position, hobbies, favorite ice cream flavor, pets, .... Be creative! Take notes!

3. Rejoin the others at the table. Going around the table, take turns introducing one another. Each person should introduce the person he/she interviewed. Make the other person look good! At your table, take a vote on who did the best job introducing another.

What Makes my Region/Section/Branch/Younger Member Group/Student Chapter GREAT, .... and how others can help!

1. Going around the table, describe one particular strength of your Region, Section, Branch, Younger Member Group, or Student Chapter. (R/S/B/YM/SC). Start with a Younger Member.

2. Starting with a Student Member, go around the table again, describe one major area for improvement for your R/S/B/YM/SC and if possible, discuss (as a group) how this area can be improved and how other groups (R/S/B/YM/SC) can collaborate to help.
3. Once all have had a turn, identify top ways in which each R/S/B/YM/SC can help or be helped by each of the other entities. For example, if you represent a Younger Member Group, identify one way in which the Branch can help your group, one way you can help the Section, and one way you can help the Student Chapters. How can your group simplify that collaboration and make it work?

Take notes! One person from each table may be asked to report back to the whole group.

4. On the back of this paper, please write the top three ways in which a R/S/B/YM/SC can help or be helped by the other entities. You only need a total of 3 items - not 3 for each. Just pick the best ones!
PowerPoint Presentation used for Region 9 Breakout

Region 9 Breakout

Jennifer Epp, P.E.
Director

Welcome Leaders!
Region
Sections
Branches
Younger Member Groups
Student Chapters
Meet the ASCE Leaders at Your Table

- Divide into groups of 3 at your table. Mix it up!
- Take turns interviewing each group member for 1-2 mins. Things you could ask: name, occupation/school, hometown, ASCE position, hobbies, favorite ice cream flavor, pets, .... Be creative! *Hint: Take notes! (You have 5 mins!)*
- At the table: Each person introduces one other person to the group. Make the other person look good!
- Table votes on the best introducer at the table. *Fame and fortune may await you!*

What Makes my Group GREAT, .... and how others can help!

- Go around the table: identify one strength of your Region, Section, Branch, Younger Member Group, or Student Chapter. *Younger Member starts the discussion.*
- Go around the table again: identify one major area for improvement for your group. How to improve? How can the other groups help? *Student Member starts the discussion.*
- Identify top ways in which each Region, Section, Branch, Younger Member Group, or Student Chapter can help or be helped by each of the other entities.
- Take notes and be ready to report back on your top 3!
THANK YOU!!!
Multi-Region Leadership Conference
Breakout – Region 8

Date: January 2013
Region: 8
Project contact: Kristina Swallow
Contact phone number: 702-858-5325
Contact e-mail address: kswallow@cox.net
General project category (e.g. Public Outreach, Legislative, Website, etc.): MRLC
General project description: Region Breakout at MRLC
The process – what you did, when and how: Provided a fun way for members of Region 8 to
learn about the Region and to engage with each other

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Region 8 Breakout (in three parts)
The Region 8 breakout has approximately 150-180 attendees annually. There are 7 governors in Region
8 in addition to the Director that assist with the breakout. The entire activity was conducted in
approximately 1 hour.

Intro - Distribute the attendees so that they are at diverse tables – mix of YMs, Students and
Section/Branch Leaders and geographic mix (ie preferably not a table from all one state, one university
or one section). We did this by distributing playing cards as they entered the room. Then attendees with
the same cards gathered at tables (i.e. Diamonds 1-4, Spades 10-King etc.). It worked well except we
didn’t have enough tables and didn’t put any signage on the tables in advance.

Part 1 – Meet Region 8 – This part is intended to demonstrate diversity in the room and also help
attendees identify similarities or people they may want to connect with later at the reception. For
instance students may identify practicing professionals in an area (technical or geographic) they are
looking to work in upon graduation.

Brief intro of Governors – Share a quick anecdote or fact (preferably interesting/funny that may give
attendees an ice breaker for the reception later) that hadn’t been shared previously in the MRLC.

Brief intro of attendees – stand (and be seated) if you are:
1. Section leaders
2. YMs
3. Branch leaders
4. Students
5. By State
6. By number of MRLCs attended
7. By years of experience
8. Practice area – geo, water, transpo, structural, land development, enviro…
9. Consultant
10. Government

Part 2 – Region 8 Trivia – This part is intended to help the attendees learn a bit more about the Region, have fun, win prizes, and break the ice at the table they are at in prep for Part 3. Have each table pick a team name and team scribe. You can assist with the choosing the team scribe by providing guidance for example: “Who has the birthday closest to today? The person to your right is the table scribe”. Make sure everyone knows that they cannot google the answers and then start the game.

10-20 questions – some multiple choice, some not
For example –
1. Region 8 is one of a total of 8, 9, 10 or 11 geographic regions?
2. Region 8 is comprised of 9 states. How many sections are in Region 8? How many branches?
   How many student chapters?
3. Region 8 is home to 3 notable (ie tallest, largest) dams. Name 2 and their locations…

At the end of the game, the tables exchanged papers with a neighboring table for scoring. Prizes ($1 or so per prize) were given out to the top 2 or 3 tables (and the losing table).

Part 3 – Guided (sort of) discussion.

The last part of the breakout was intended to facilitate sharing and conversation amongst the members at each table. Each person completes each statement from the list below with their individual answer. Once all questions have been read and individually answered on paper, the table decides whether they want to discuss one or more of the statements or if they would prefer to go around the table and let each person share a statement/answer of their choice and then discuss… Either way – start with a student…

Statements –
1. This weekend, I would like to …
2. The main reason I am here is …
3. I joined ASCE …
4. I wish ASCE would…
5. I think my (or my Section/Branch/student chapter/ YMG’s) best quality is …
6. Students who volunteer are…
7. I wish Region 8 would…
8. If I could change the world I would ….
Those in charge – committee, task committee, etc.: The Region Director, as narrator, keeps the activity moving. Governors act as a liaison for 1 to 3 tables (depending on size of group/number of governors) and encourage interaction among the table members.

Time frame – when started, when completed: The entire activity was completed in approximately 1 hour.

The parts that worked really well: Not sure what the attendees liked the best. I would recommend that the evaluation forms for the MRLC include Region info so that feedback can be given to the appropriate Region Director.

The parts that did not work well: The distribution of attendees to tables – will need to rework this for next year (also need to have enough tables for everyone – we were short by 2-3).

This is something off the wall that we did: Everything was a little different than in past year’s breakouts in an effort to better engage the attendees while acknowledging the differences between the various groups in attendance.

The administration that was important: Developing the questions for parts 2 and 3. I asked for support from the Region governors, which was a HUGE help.

The follow-up that was important: None

What you should ALWAYS do with this project: This is a ‘pick what works and edit as appropriate’ type event…

What you should NEVER do with this project: See above

The outcome: Good reviews at the MRLC – though we don’t have specific feedback (see note above about evaluation forms).

Would you do it again? Yes but with modifications. We need to rework table assignments. This year I provided all of the awards due to the short time frame in coming up with something for the breakout, next year I will ask the governors to bring a couple/several awards each and will contact ASCE for some.

Next year I will also create a powerpoint for the various parts. The room was too big for everyone to hear well and there were enough questions (can you repeat that statement? that question?) that a powerpoint would’ve helped. I will also include intro information on the Region in the powerpoint – our structure, our goals/vision/activities.

Additionally, next time, I will involve the governors more during the various parts. This year they made sure that attendees were participating and prevented cheating (use of phones/tech during trivia) but they could’ve done more, if I had been more prepared. Finally, I need to figure out a way to capture the discussions during Part 3 without doing an extended whole group report out session.
Contact information for a person from your Region who would be willing to speak about the Best Practice:

Name: Kristina Swallow
Phone Number: 702-858-5325 Email
Address: kswallow@cox.net
Brainstorming Sessions – Region 3

Date: November 7, 2012
Region: 3
Project contact: John Fraenhoffer
Contact phone number: (217) 356-2797
Contact e-mail address: mustang2797@att.net

General project category (e.g. Public Outreach, Legislative, Website, etc.): Section and Branch Brainstorming Sessions

General project description:

The brainstorming session is intended to be conducted by a governor, a director, or a national officer. The following components are:

1. Ask each Officer to name one attribute, success, or program of which they are proud or of which they believe have merit, or of which they believe is successful.
2. Ask each Officer to name a struggle or challenge for the unit.
3. Build upon the successes and challenges to facilitate the identification of a Step Up in the unit program.
4. Facilitate a discussion regarding the individual nature of the unit.

Help the Officers discover new opportunities based upon based upon the above feedback:

1. Continuing Education
2. New Program Opportunities
3. Collaborations with other engineering groups, and with neighboring Sections and Branches.
4. ASCE Strategic Initiatives
5. Membership Development, including using the ASCE Pizza Initiative
6. Large Civil Engineering Employer Engagement
7. Life Members
8. Young Member Groups
9. Student Chapters
10. Public relations
11. Sponsoring a Civil Engineering Club
12. Mobilizing Reserve Funds directed at Membership Recruitment
13. Establishing Institute Chapters
14. Holding Local Infrastructure Updates in collaboration with Local Municipal, County, and State Engineers
15. Family Friendly Social Events
16. Create Legislative Forums with Local Legislators, State Senators, and Congressmen

**Those in charge – committee, task committee, etc.:** Governor, Director, or National Officer

**Time frame – when started, when completed:** Single, two-hour event

**The parts that worked really well:** The session is successful if the Unit Officers discover a new initiative that generates excitement.

**The parts that did not work well:** None

**This is something off the wall that we did:** No ideas are bad.

**The administration that was important:** Plan ahead, schedule a mutually convenient time, and feed the participants.

**The follow-up that was important:** Communicate to assure the Step Up happens.

**What you should ALWAYS do with this project:** Be positive and inspiring

**What you should NEVER do with this project:** Learn from the negatives and failures. Strengthen them. Don’t dwell on them.

**The outcome:** Stronger Unit Programs

**Would you do it again?** Yes
Contact information for a person from your Region who would be willing to speak about the Best Practice:

Name: John Frauenhoffer
Address: 3806 Deerfield Drive, Champaign IL 61822
Phone Number: 217 356 2797
Email Address: mustang2797@att.net
Meetings – Region 5

Date: November 7, 2012

Region: 5

Project contact: Bill Grogan

Contact phone number: 601-634-2226

Contact e-mail address: William.p.grogan@usace.army.mil

General project category (e.g. Public Outreach, Legislative, Website, etc.): Meetings

General project description: Not a project – more a “policy”

The process – what you did, when and how: Region 5 Governors meet at least three times a year face-to-face. We hold one meeting at the National convention to provide an opportunity for our governors to meet with others throughout the society, national officers, and ASCE staff. We also have one of our meetings in conjunction with one of the Region’s section meetings and invite officers from all the sections in the Region to provide an opportunity for cross region communication.

Those in charge – committee, task committee, etc.: Time frame – when started, when completed:

The parts that worked really well: It has provided an opportunity for section officers to meet and communicate with like situated members and share ideas, etc.

Would you do it again? Yes

Contact information for a person from your Region who would be willing to speak about the Best Practice:

  Name: Bill Grogan
  Address: 9 Lafayette Circle, Clinton, MS 39056
  Phone Number: 601-634-2226
  Email Address: William.p.grogan@usace.army.mil
Report Card Workshop – Region 5

Date: November 7, 2012
Region: 5
Project contact: Bill Grogan
Contact phone number: 601-634-2226
Contact e-mail address: William.p.grogan@usace.army.mil

General project category (e.g. Public Outreach, Legislative, Website, etc.): Legislative
General project description: Report Card Work Shop

The process – what you did, when and how: Invited participants from each section in the region. Identified those with experience in developing a workshop to facilitate, invited national level folks, and invited participants from sections that had not done a report card or needed to update theirs.

Those in charge – committee, task committee, etc.: Fraser Parker, Region 5 Governor from Floriday led the effort as he had just completed the Florida report card

Time frame – when started, when completed: A one day workshop was held.

The parts that worked really well: It really worked well to have a recent report card developer there. Also, national folks provided information and guidance on resources (a SPAG grant was applied for and approved for the MS section to complete their report card)

The parts that did not work well: IT was slow getting started, but the folks that attended the workshop were committed to the process before they attended and they followed through

This is something off the wall that we did: The administration that was important:

The follow-up that was important: Status report by the section at annual meetings kept the process in the fore front and alive as it took about two years for MS

The outcome: A report card by MS and an updated report card by LA.

Would you do it again? Yes

Contact information for a person from your Region who would be willing to speak about the Best Practice:

Name: Bill Grogan
Address: 9 Lafayette Circle, Clinton, MS 39056
Phone Number: 601-634-2226
Email Address: William.p.grogan@usace.army.mil
Date: November 7, 2012

Region: 5

Project contact: Bill Grogan

Contact phone number: 601-634-2226

Contact e-mail address: William.p.grogan@usace.army.mil

General project category (e.g. Public Outreach, Legislative, Website, etc.): Awards

General project description: Awards reminder system

The process – what you did, when and how: Region 5 Governor Chad Gartrell with support from the Mississippi Section is finalizing a system where region section officers will be reminded of deadlines for National level awards.

Those in charge – committee, task committee, etc.: Chad Gartrell, Region 5 Governor

Time frame – when started, when completed: This was started in January of this year, expect it to be completed by the end of the calendar year

The parts that worked really well: We hope it will work well to get more competitive candidates for national level awards and recognize those individuals that are deserving

The parts that did not work well: We’ll see

The follow-up that was important: Follow up with Chad and MS Section

The outcome: We’ll see

Would you do it again? Yes

Contact information for a person from your Region who would be willing to speak about the Best Practice:

Name: Bill Grogan
Address: 9 Lafayette Circle, Clinton, MS 39056
Phone Number: 601-634-2226
Email Address: William.p.grogan@usace.army.mil
Sharing of Web Space – Region 5

Date: November 7, 2012

Region: 5

Project contact: Bill Grogan

Contact phone number: 601-634-2226

Contact e-mail address: William.p.grogan@usace.army.mil

General project category (e.g. Public Outreach, Legislative, Website, etc.): Communication

General project description: Sharing of Web Space

The process – what you did, when and how: As the region 5 board of governors was trying to figure out how to best communicate with the region members, the idea of a web page was discussed. However, with all the information members are inundated with from ASCE, we were concerned it would be lost in the noise. Therefore we share web space with the sections as we believe that is the predominate source most members turn to for finding out what is happening locally. We provide content (such as director’s letters as submitted as another best practice) calendar items, opportunities to participate across the region, etc.

Would you do it again? Yes

Contact information for a person from your Region who would be willing to speak about the Best Practice:

Name: Bill Grogan
Address: 9 Lafayette Circle, Clinton, MS 39056
Phone Number: 601-634-2226
Email Address: William.p.grogan@usace.army.mil
Awards Program – Region 7

Date: June 29, 2014
Region: 7
Project contact: Marsia Geldert-Murphey
Contact phone number: 618-444-6815
Contact e-mail address: mgm@sequoiaeng.com

General project description: Annual Region 7 Awards for; Outstanding Younger Member, Lifetime Achievement and Practitioner/Faculty Advisor Awards

The process – what you did, when and how: We requested a copy of Region 9’s award nomination forms and used their format to create our own. The nomination form is submitted to all Section, Branch and Student Chapters in our Region. The initial email is sent out the last week in November. Two follow up emails are sent out one in late January and a final reminder email one month prior to deadline. All applications must be in by April 30th. The nominees are provided to all members of the Region 7 Board of Governors for review. A conference call is held in May where the Board selects the award winners.

Those in charge – committee, task committee, etc.: A member of the Board is assigned Awards Chairperson.

Time frame – when started, when completed: Started in November, Applications due April 30th, winners selected in May and Award plaques are given to winners at their 1st Section or Branch meeting occurring in September or after.

The parts that worked really well: We encouraged our Sections to institute an awards program and use our application and then forward the nominees from the section along for a Region award. One Section implemented this process and it works very well.

The parts that did not work well: We originally offered Community Service award however after the first year we did not receive nominations and chose to abandon that award and focus on the other three.

This is something off the wall that we did: We originally paid for award winners to attend the annual meeting, however, this proved to be too costly.

The administration that was important: It was a great help to use the same application used in Region 9 for their awards program. It is very helpful to have an awards Chair responsible for all notifications and receipts of all nominations.
The follow-up that was important: It has been our experience at least two reminders are necessary to encourage completion of the nominations.

What you should ALWAYS do with this project: Simplify the process so the investment of time to complete the application is not too cumbersome.

What you should NEVER do with this project: Award someone who does not meet your criteria even if it is your only nominee for that category. We have not awarded a winner in some categories and we have decided we need to have more than one winner in other categories. All decisions were based on the merits of the nominee(s).

The outcome:

Would you do it again? Yes it is a regular part of our Region process.

Contact information for a person from your Region who would be willing to speak about the Best Practice:

Name: Marsia Geldert-Murphey
Address: 154 Ginger Hill Ct., Glen Carbon, IL 62034
Phone Number: 618-444-6815
Email Address: mgm@sequouiaeng.com

Attachments: This Best Practice includes a sample nomination form and award plaque images on the following pages.
REGION 7

Individual Nomination Form
Lifetime Achievement Award

Due Date: Nominations must be received by April 30, 2014

Application Materials Required
Individual Nomination Form and Electronic Photo of Nominee

Entry Instructions
Electronic submittal is requested. Please e-mail the following 2 electronic files (less than 10 MB per e-mail):
File 1: Filename = nominee’s last name.pdf
Individual Nomination Form
• File 2: Filename = nominee’s last name.jpg
  Photo of the nominee to be used in the awards program

e-mail to:  mgm@sequoiaeng.com
  E-mail subject line = ASCE R7 Award Application – Lifetime Achievement for
  (nominee’s last name)

Or mail a CD containing the 2 files to:  ASCE Region 7
  Attn: Marsia Geldert-Murphey
  ASCE Region 7 Awards Committee
  P.O. Box 78262
  St. Louis, MO 63178-8262

For more information contact:
Marsia Geldert-Murphey, P.E - ASCE Region 7 Awards Committee
mgm@sequoiaeng.com or 618-444-6815

Award Criteria
This award is intended to recognize the lifetime efforts of civil engineers service to further advance
the field of civil engineering through their contributions, innovative concepts, research, and materials.
The nominee for this award shall be a Registered Professional Engineer and be a member of ASCE in Region 7.

**Awards Ceremony**

The selected individual will be recognized in 2014 at awardee’s Section or Branch meeting.

**Nominator Contact Information** (person making the nomination - self nomination encouraged)

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**Nominee Contact Information**

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**Nominee ASCE Membership Information:**

ASCE Section nominee belongs to:

- [ ] Colorado Section
  - [ ] Northern Branch  [ ] Southern Branch  [ ] SW Branch  [ ] Western Slope Branch
- [ ] Iowa Section
- [ ] Kansas Section
  - [ ] Wichita Branch
- [ ] Kansas City Section
- [ ] Nebraska Section
- [ ] South Dakota Section
  - [ ] Black Hills Branch  [ ] Eastern Branch
- [ ] St. Louis Section
- [ ] Wyoming Section
Lifetime Achievement Nomination Information:
Please answer the following questions. Brevity is encouraged - please keep the information to 3 pages or less.

1. Describe the nominee’s ASCE involvement.

2. Describe the nominee’s other professional activities.

3. Describe the nominee’s contributions to the Civil Engineering Profession.

Provide any other information regarding the nominee to be considered for this award.
Thomas Viken Edgar, PhD, P.E.

ASCE Region 7
2013 Lifetime Achievement Award
Amber Kauffman, P.E.
In Honor of Your Outstanding Performance and Service to the American Society of Civil Engineers Region 7 Board of Governors 2013

AMERICAN SOCIETY OF CIVIL ENGINEERS
1852
Andres Torres, P.E.

ASCE Region 7
2013 Outstanding ASCE Younger Member Award
William S. Stahlman III

ASCE Region 7
2013 Outstanding ASCE Younger Member Award
Governor’s Welcome Packet – Region 9

Date: 4/28/15
Region: 9
Project contact: Mark Norton P.E., F.ASCE
Contact phone number: 951-354-4221
Contact e-mail address: mnorton@sawpa.org

General project description: An orientation or welcome packet of information is provided to inform and educate incoming Regional Governors and Section Presidents to the ASCE Region about their duties, responsibilities, and expected events and meetings to participate in. Also, to further ensure a commitment to this calling, a new Governor commitment/signature form has been prepared that outlines new Governor’s expected duties, responsibilities, and meetings and events so that a nominee considering this volunteer ASCE position is aware of what they may anticipate doing and is committed to doing it over their three year term.

The process – what you did, when and how: This was prepared in Nov. 2012 by reviewing and identifying roles and responsibilities from past Region 9 operations manuals and other professional association commitment forms to create a more concise and focused welcome or orientation packet.

Those in charge – committee, task committee, etc.: New governor assignment by ASCE Region 9 Director.

Time frame – when started, when completed: Started October 2012. Completed and used regularly since Nov. 2012

The parts that worked really well: Good tool to ensure understanding of new Governors and Section Presidents in new ASCE Region roles and responsibilities.

The parts that did not work well: As with any tool, it must be shared particularly by Nomination Committee with new nominee or incoming officer. Ensuring that ASCE Region Nomination Committee members understand the value of the Welcome Packet and Nomination may require some time of previous Governor or Director to train them in their duties when first assigned to Nomination Committee.

This is something off the wall that we did: The nomination form concept was borrowed from U.S Green Building Council chapter for their local chapter officer position recruitment.

The administration that was important: The commitment form is sent only after a friendly phone call to invite and inform a Governor nominee of the opportunity to serve as Governor by the Nomination Committee. It is intended to inform and educate the new nominee of roles and responsibilities, not
intimidate them. The Welcome Packet is provided to incoming Section Presidents and Governors annually just prior to their first meeting with the ASCE Region.

**The follow-up that was important:** Training Nomination Committee about this information and process

**What you should ALWAYS do with this project:** Make sure the tool is shared.

**What you should NEVER do with this project:** Forget to provide these tools to the new Governor or Section President.

**The outcome:** Better informed incoming Governors and Section Presidents

**Would you do it again?** Yes

**Contact information for a person from your Region who would be willing to speak about the Best Practice:**

- **Name:** Mark Norton
- **Address:** 40046 Coliseum Way, Murrieta, CA 92562
- **Phone Number:** 951-354-4221
- **Email Address:** mnorton@sawpa.org

**Attachments:** This Best Practice includes attachments on the following pages.
ASCE Board of Governors Commitment

If elected to the American Society of Civil Engineers, Region 9 Board of Governors, I commit to actively participate in the growth and development of the Region 9 Board and will do my best to satisfy the following duties and requirements:

1. Remain in good standing as a member of the American Society of Civil Engineers;
2. Insure that the Board of Governors operates with legal and ethical integrity and is accountable to its Members and obligations to the ASCE Society at all times;
3. Be accessible and contribute knowledge, experience, contacts, and resources to help assure success of Region 9;
4. Provide input to ASCE Board of Direction, facilitate communications, help implement the Society’s Strategic Plan, promote leadership development, support the local geographic units, and improve member service within the Society;
5. Be proactive in supporting the ASCE Region strategic goals and objectives and work to develop and/or strengthen the programs and services required to achieve them;
6. Serve as the ambassador of ASCE and work to enhance the organization’s public standing;
7. Serve on ASCE Society or Region 9 Board Committees as appointed;
8. Help secure funding for the Region 9 programs through sponsorship, corporate and charitable sources, grant funding, fundraising events, and personal donations;
9. Help encourage, support and recruit new Society Committees, Governors, Directors, President-Elect Nominees;
10. Attend all monthly Region 9 Board meetings (typically monthly conference calls and three face-to-face meetings per year);
11. Attend and participate in annual Multi-Region 8 & 9 Leadership Conference as a facilitator and session moderator;
12. Attend Governor’s Orientation as a new governor held by ASCE Society in Reston, Virginia.
13. Attend annual ASCE President and Governors Forums by ASCE Society in Reston, Virginia (recommended);
14. Attend annual Region 9 Infrastructure Symposiums and Region 9 Awards Dinners;
14. Attend annual ASCE Society Conference and provide updates to the Board of Governors of information received (recommended);

15. Attend as many local ASCE Section, Branch, YMF, LMF, Student Chapter and technical and professional group events as possible in support of ASCE Region 9 Board goals and objectives; and

16. Section/Elected Governors – Attend Section Board meetings of your assigned Section and participate as voting members of the Section Board.

Submitted By:
Signature: __________________________ Date: __________________
Print Name: __________________________

ASCE Region 9 Governor Commitment Form 11/8/2012
On behalf of the ASCE Region 9 Board of Governors, we wish to welcome you to the Board. We are excited to have you as a part of our team as we move forward into the 21st Century. Our Board has embraced the ASCE Mission and 2025 ASCE Vision of Civil Engineering as part of our major tenants and look forward to your participation in realizing the ASCE Region 9 Strategic Plan for the future.

We hope the information below will provide you with the guidance and information you may find helpful either as a new ASCE Region 9 Governor serving on the ASCE Region 9 Board or as an incoming Section President participating in ASCE Region 9 Board meetings.

1. ASCE Region 9 is unique among all ASCE Regions in that we represent just one U.S. State, the State of California. All the other nine ASCE Regions cover multiple States/territories/countries. This is due to the high population of ASCE members in California (over 18,000 as of 1/1/12).

2. ASCE Region 9 is one of ten geographic regions within the ASCE Society, nine within the United States and one for the international members. The Regions were established and defined under Article V of the ASCE Constitution, Bylaws, and Rules as management entities of the Society. Sections, Branches, and all other geographic units fall within these Regions.

3. Society Directors are elected by the members in these Regions to serve on the ASCE Society Board of Direction. Each Geographic Region has a Board of Governors, elected from within the Region and chaired by the Society Director from the Region.

4. Regions have been organized to provide input to the ASCE Society Board of Direction, facilitate communications, help implement the Society’s Strategic Plan, promote leadership development, support the local geographic units, and improve member service within the Society. Regions may have committees and assemblies to facilitate their purposes.

5. The ASCE Region 9 Board is comprised of six Governors, four (4) Elected Region 9 Governors representing each Section and two (2) Appointed At-Large Region 9 Governors. Each Section President from each of the four (4) Sections in Region 9 is a
voting member of the Region 9 Nominating Committee for Region 9 Board elections and appointments of Region 9 Governors.

6. The largest source of funding for the ASCE Region 9 Board comes from allotment contributions from each of the ASCE Sections (4) within the State of California.

7. The largest secondary source of funding for ASCE Region 9 is from the Society Member Dues for ASCE Region 9, which cannot exceed 11.5% of the total Society Member Dues received.

Duties of ASCE Region 9 Governors

The Duties of ASCE Region 9 Governors are generally defined for the following areas:

- Nominations / Elections
- Region Management
- Region Leadership
- Communication
- Advise
- Award Nominations
- Advocacy
- Strategic Planning and Implementation

Nominations/Elections

- Search for, Encourage & Support GREAT Candidates for Society Committees, Governors, Directors, and President-Elect
- Manage Nomination Process for Governors
  - Identify Open Positions
  - Review and Nominate
- Facilitate process for Directors
- Participate in process for Society President-Elect
Region Management

- Manage Affairs of the Region as a Board
- Prepare and Submit Annual Report
- Manage Region Funds
  - Make Use of the Funds – Provide Value
  - Perform an Annual Audit
- Establish, Reform, Dissolve Geographic Units within the Region
- Maintain Region Governing Documents
- Install Officers in Sections/Branches

Region Leadership

- Visit/Connect with Sections, Branches. . .
- Provide Leadership for Region Programs...
- Technical, Educational, Professional, Management
- Serve as a Resource to Sections/Branches...
  - Society-level programs
  - Training
  - Problem-solving
  - Sharing of Best-Practice Ideas
  - Assess their needs, act on their needs
- Participate in Society Training / Conferences
  - Multi-Region Leadership Conference (MRLC)
    - Presidents and Governors Forum
    - Region Meetings/Assembly
- Involve Members in Region Committees
  - Mentor and Train new Region Leaders
Get more people involved and help “bridge the gap”

Further details about Governor’s roles and responsibilities on the Region 9 Board for Communication, Advise, Award Nominations, Advocacy and Strategic Planning and Implementation can be found in the following sources available in the ASCE Region 9 eroom:

- Talking Points
- Region Operations Handbook
- Geographic Services Staff

**Role of Section Presidents in Region 9 Board Meetings**

- Participate in Region 9 monthly conference calls and face-to-face meetings to:
  - Provide input and guidance to Region 9
  - Vote in Region 9 Nominating Committee actions
  - Update Region 9 on Section activities and support needs
  - Share and collaborate with other Sections

**Events to Attend as Governors and Section Presidents**

- Region Board Meetings (monthly conference calls and three (3) face-to-face meetings located in various locations)
- Board Orientation at ASCE Headquarters, Reston, VA – (new Governors only), First Fall of 3 year term
- Presidents and Governors Forum at ASCE Headquarters, Reston, VA – Fall, annually (encouraged)
- ASCE Society Conference – Fall, annually (encouraged)
- Multi-Region Leadership Conference for your Region – (Governors only), Winter, annually
- Region 9 Events (e.g., Symposium and Awards)
- Section/Branch/Younger Member/Student Chapter visits – Throughout year
- ASCE Society Committee meetings – if appointed

**Region 9 Board Calendar**

Jan./Feb. 
Attend Multi-Region Leadership Conference and Face-to-Face Region 9 Board meeting (participate in Nominating Committee voting)

March 1 
The slate of proposed Region nominations, including Society President-elect nominations and Region Director nominations in appropriate years, and all nominations for Region Governors shall be provided to the Society Secretary.

March 1 Deadline for submitting committee names of the President-elect Official Nominee(s) selected shall be forwarded to the Secretary by the Chair of the Region Board of Governors.

June 1 
An Organizational Entity may endorse one (1) Nominee for any given office. The endorsement should be provided directly to the Nominee by official correspondence, signed by the Chair.

June 
Attend Face-to-Face Region 9 Board meeting and participate in Nominating Committee voting.

August 30
Submit Leadership Report to Geographic Services for web update and Official Register

September 1
Board of Governors shall provide to the Society Secretary

September 
Attend Face-to-Face Region 9 Board meeting

Oct./Nov.
Attend ASCE Presidents and Governors Forum and Annual Conference

November 30
Region Annual Report is due at Headquarters

December 1
Candidates for the office of Geographic Region Governor shall submit a letter of intent to the Geographic Region Nominating Committee.

December 8
Chairs of the Geographic Region Board of Governors shall provide the Society Secretary with a written list of all declared President-elect Candidates from their Region.

December 15
Nominations of individuals for the office of President-elect are due by the Region Boards
Attachments:
ASCE Region 9 Bylaws
ASCE Region 9 Rules of Policy and Procedure ASCE
Region 9 Contact List
ASCE Region 9 Org Chart
Awards Submission Portal – Region 9

Date: November 9, 2015
Region: 9
Project contact: Kwame A. Agyare
Contact phone number: 602-481-8663
Contact e-mail address: agyare.kwame@gmail.com


The process – what you did, when and how: To build upon the successful Region 9 Awards process in which each year over 150 nominations are submitted for Region 9 awards, and to help streamline the awards judging process, the Region 9 Awards Committee developed a comprehensive online electronic submission portal to facilitate the receipt of Region 9 awards. This portal is meant to facilitate and encourage each of the four California Sections of ASCE to submit nominations for each of the available categories of awards, and to provide an easier process to accomplish this task. The online portal was developed based on similar work that was done by the Orange County, California-Branch, and the Los Angeles Section. The web portal allows for instant electronic transfer of awards from all the Los Angeles area Branches into the Los Angeles Section online portal, and subsequently into the Region 9 Awards system. A similar process is envisions for the remaining three Sections.

Those in charge – committee, task committee, etc.: The Region 9 Awards Committee

Time frame – when started, when completed: Since June 2014, and on-going

The parts that worked really well: A written Memorandum of Understanding (MOU) was signed between the Region 9 Director and each Section president, committing each Section to be responsible for the data entry and upload of the awards from each Section into the Region 9 awards portal. This effectively helped clarify the roles and responsibilities.

The parts that did not work well: none

This is something off the wall that we did: N/A

The administration that was important: Collaboration with the individual Section presidents is key to adequate solicitation of nominations for the Region 9 awards

The follow-up that was important: N/A

What you should ALWAYS do with this project: Must have extensive conversations with the web service provider, to ensure that all the necessary desired features are included and the desired timelines are met.
What you should NEVER do with this project: N/A

The outcome: The new awards submission portal will help encourage the Section and Branches in California to seek to recognize their peers and colleagues by facilitating the submission of award nominations at the local level, which may eventually lead to winning a Regional award.

Would you do it again? I would encourage the other Regions to seek to develop tools to facilitate awards submissions in those Regions, to effectively recognize the great work being done by civil engineers.

Contact information for a person from your Region who is willing to speak about the Best Practice:
   Name: Kwame Agyare
   Address: Fremont, California
   Phone Number: 602-481-8663
   Email Address: agyare.kwame@gmail.com

Attachments: This Best Practice includes attachments on the following pages.
Region 9 Awards Portal – Awards Submittal Home Page

Region 9 Awards Portal – Project Award Data Entry Screen

You should see a “thank you” message upon completion of your submittal. If you do not receive that message, please contact Lori Campbell, ASCE Region 9 Administrator, at (916) 965-1036.

Section *
- Los Angeles Section
- Sacramento Section
- San Diego Section
- San Francisco Section

Project Category *
Please select the category or categories that you believe your project could fall under. Select as many categories as might apply. This will allow us to submit your project to the Region for consideration for a Region 9 Award.
- Airports and Ports Project
- Architectural Engineering Project
- Bikeways and Trails Project
- Bridge Project
- Community Improvement Project
- Construction Project
- Energy Project
- Environmental Engineering Project
- Flood Management Project
- Geotechnical Project
- Historical Renovation Project
- Parks and Recreation Project
- Roadway and Highway Project
- Small Project
Emergency Preparedness Training – Region 9

Date: 3/14/16

Region: 9

Project contact: Doug Taylor, P.E.

Contact phone number: (559) 284-2715

Contact e-mail address: doug.taylor@fire.ca.gov

General project description: Safety Assessment Program (SAP) Evaluator Training held in Fresno on 10/24/15.

The process – what you did, when and how: California’s Governor’s Office of Emergency Services (CAL-OES) has a well-established program of training volunteers and State government employees who are either civil engineers, structural engineers, architects or building officials/specific inspectors to do rapid assessments of structures and infrastructure after a disaster (earthquakes primarily, but can be wind, flood, explosions, etc.). ASCE is one of five organizations (AIA, SEAOC, ACIA and CALBO) that maintain databases of trained and certified SAP Evaluators and SAP Coordinators who would be called out in the event of a disaster. A very successful training session was conducted in Fresno on 10/24/15 at CSU-Fresno from 8:30 am to 3:00 pm.

Those in charge – committee, task committee, etc.: As the ASCE Disaster Preparedness committee chair, I was in charge of coordinating and promoting the training session and reporting trainee information to CAL OES.

Time frame – when started, when completed: Coordination to set up the event, get a classroom at CSU-Fresno and request an SAP Trainer to conduct the training began in early September.

The parts that worked really well: 28 people were trained, which is a fairly large class. Much of the success was due to the training being FREE to participants (history has shown that charging a substantial fee results in small classes). Popcorn, soft drinks/water and snacks were provided to promote a learning atmosphere. The trainer came from Bakersfield and did a good job, charging only $300 for travel and time. Name placards were provided so students could be addressed by their name… these placards also being used in photos taken of each individual so that OES can produce Disaster Service Worker identification cards subsequent to the training.

The parts that did not work well: The room was a bit crowded… a larger room may be better suited.

This is something off the wall that we did: Nothing drastic… I did demonstrate a ‘popper’ or two that I threatened to use if I saw anybody nodding off (just keeping learning fun!).

The administration that was important: Promote the event and personally invite people if possible.
The follow-up that was important: Put pictures and a ‘blurb’ of the training in a newsletter so that more ASCE members will be interested in signing up for the next training session.

What you should ALWAYS do with this project: Try to keep the student cost FREE or very inexpensive (maybe $10 if lunch is provided). Snacks and drinks are a good idea on only cost ~$1 per person if bought at a ‘dollar store’. Also the training session itself must be lively, perhaps adding some humor… this way students are engaged and learning.

What you should NEVER do with this project: Charge too much for volunteers already taking a Saturday to get trained so they can volunteer in the future.

The outcome: 28 students completed the training. Only two weren’t PEs yet, but they will get their identification cards once they become PEs.

Would you do it again? Yes… probably once or twice each year in Fresno.

Contact information for a person from your Region who is willing to speak about the Best Practice:
   Name: Doug Taylor, P.E.
   Address: 2865 Fairmont Ave. Clovis, CA 93611
   Phone Number: (559) 284-2715
   Email Address: doug.taylor@fire.ca.gov

Attachments: This Best Practice includes photos on the following pages.