

# ACEC Delaware

*American Council of Engineering Companies of Delaware*

*Executive Board Meeting  
Wednesday, November 11, 2015  
11:30 PM  
JMT, Newark, DE*

RE: Meeting Minutes

Meeting called to order: 12:00 am

Attendees:

Jordan Seemans	Asst. Executive Director	Ruggerio Willson & Associates
Mike Angelo	President	McCormick Taylor
Mike Riemann	Vice President / Kent County	Becker Morgan Group
Brian Bolender	Secretary	AECOM
Bruce Jones	Environmental	Pennoni Associates
Dave DuPlessis	Treasurer	JMT
Scott Rathfon	National Director	Century
Ryan Flickinger	Education / Public Relations	KCI
Sonia Marichic-Goudy	Programs	McCormick Taylor
Alex Meitzler	Membership	A Morton Thomas

Not Present:

Kim Willson	Executive Director	Ruggerio Willson & Associates
Ted Williams	New Castle County	Landmark
Ted Januszka	Legislative Committee	Pennoni Associates
Alan Marteney	Transportation	Century
Debbie Pfeil	Kent County	AECOM
Garth Jones	Sussex County	Becker Morgan Group

1. The meeting's agenda was approved and the meeting minutes from the October meeting were approved.
2. Treasurer's Report –Dave DuPlessis
  - For the Simpler event, there were 37 payments for the event (28 folks attended). We made a little over \$800 on the event.
  - For the Engineering Excellence Awards, we had seven entries, although we budgeted for 12. This created a budget shortfall of approximately \$2000. Dave recommended we lower future budgets to anticipate ten entries.
  - The general feeling on the Engineering Excellence Awards is that firms were just too busy with too much going on. Looking at going to back to the letter of intent to get a better feel for how many folks will submit, and also looking at extending the deadline for entries into November.
  - Cash flow is in good shape, although there are still some outstanding AR issues.

- To clear up their AR, HAKS has offered to pay \$350 for last year, if forgive the previous two years (\$700), and they have committed to paying going forward. It was suggested to ask them to committee to the \$350 plus a table at the annual banquet.
  - Per the bylaws, if need be, we can hire a collection agency for any AR issues.
  - Presently, eight affiliate members are over 90 days in arrears.
  - In the budget, the ACEC business trust pickup is to be removed.
  - Mike Riemann is to follow up on the ads budget to get a better definition of the potential costs and income.
  - For other collection issues, the following calls are to be made:
    - All Access – Ted Januszka to call
    - Apha Corp – Scott to call
    - Koch & Taylor – Jordan to call
    - Rotunda – Jordan to call
    - Tidewater – Bruce to call
    - North Point Engineering and Ty Lin – no determination was made on who will call
3. Executive Director's Report – Kim Wilson (not present)
- PAC event is being moved from January to June due to bowling league schedules in Middletown.
  - Three EEA judges performed the review of submissions for four hours last week.
  - Jordan is working with KCI for a press release on the three finalists. The Grand Conceptor Award will be announced at the banquet.
  - The National EEA announcement was sent out to all member firms today.
  - Able to negotiate a reduced fee with Constant Contact.
  - On May 10<sup>th</sup>, there will be a legislative reception at the Grey Fox in Dover. It is believed that more folks will attend and there will be more chances for engagement. This event is already on the Legislative Calendar and invites will be coming out soon.
  - At the Legislative Reception, tickets will be handed out as well as checks.
  - The Holiday Luncheon is scheduled for December 9<sup>th</sup> at Cantwell's in Odessa, starting at 11:30.
  - The firm is having a reception for John Carney in Lewes, and everyone is invited to attend. Cost is \$125 per person, and there is a new election form that must be completed.
  - Brian Townsend, the chairman of the Water Task Force, would like to come in and do a presentation to ACEC, as would Brian Short. The event would be just a presentation, not a debate.
  - Google Docs is up and running for everyone. We can upload information now to the folders. Jordan will resend the invite to the folder.
4. National Directors Report – Scott Rathfon
- Kim sent out the nominations for national positions. All the nominations were accepted and Scott will submit the ballot accepted as is.
  - The House passed a long term bill for the Transportation Fund. It is now with the Senate. John Carney voted against the long term bill and Scott is talking to John to ascertain why.
  - There is disagreement between the House and the Senate on how many years can be funded.
5. Legislative Committee – Ted Januszka (not present)
- The National PAC Is set at \$ 1 million, and presently, \$ 850,000 has been raised.
  - The Delaware PAC goal was set at \$ 10,000, and presently\$ 7,300 has been raised.

- No funding of the PAC has come from anyone under the age of 30.
  - The Last Change Raffle for \$ 50 will be forthcoming shortly, and there is a Board goal of purchasing a minimum of one ticket each.
6. Membership – Alex Meitzler
- Alex Meitzler of was appointed by the President.
  - Dave and Alex have met to review the committee and actions moving forward.
  - Alex has started working on the actions for moving forward.
  - Keeping the affiliates engaged is imperative.
  - Alex is working with Sonja on the possibility of a mixer for the affiliates. This would start with the principals and then expand from there.
7. Program Committee – Sonia Marichic-Goudy
- The affiliates have been reaching out to ACEC for opportunities to speak.
  - Looking at the possibility of offering sponsorships for various events.
  - The talks could be during down time at various events, but this could be complex. Regardless, in order to speak, affiliates must be paid in full.
  - Looking at possibility of reverse marketing to help affiliates to get to know ACEC and the various individuals.
  - The next program will be coming in February.
  - There will be a half day event in March or April focused on transportation issues.
  - Looking at a taste testing event.
8. Transportation Committee – Alan Marteney (not present)
- Meet with Nicole and reviewed upcoming year.
  - There are not any issues to push forth at this point, and increases in funding for the Transportation Trust Fund is off the plate for now.
  - We are discussing with them the allowable salary increases and how this is handled elsewhere. Also discussing how the CPI is calculated. And discussing the overhead rate / fixed fee issue to see how it is done elsewhere.
  - Will have further discussions on the rate cap issue.
  - There was discussion about if Secretary Cohen will remain with a new governor.
  - Kim, Scott and Mike Angelo are working on quarterly meetings with the secretary.
  - Mike Riemann had another discussion with Nicole and Drew on the recordation issue, and Nicole seemed surprised it was not already fixed.
  - Mike has since talked to other folks at DelDOT, and they are looking at three pilot projects to see what works.
  - Looks like they will start the new process immediately, then tweak it after some time has elapsed.
  - They have the policy and regulations in place but are not pushing it out, as they are worried about how the policy may affect some issues.
  - Discussions are still moving on.
9. Environmental Committee – Bruce Jones
- Bruce reviewed the latest task force committee report.
  - The process is still growing too big, but now they are working on getting numbers for the next

meeting. They they will look at funding issues.

- Bruce believes the issues will be tackled in chunks, as the task force issues are just too broad.
- There is no particular way to handle all the needs with taxes.
- It is time for the group to meet with David Small after the first of the year.

10. New Castle County Committee - Ted Williams (not present)

11. Kent County Committee – Debbie Pfeil (not present)

12. Sussex County Committee – Garth Jones (not present)

13. Education/Public Relations Committee - Ryan Flickinger

- Right now the group is focusing on scholarships as applications are due December 1<sup>st</sup>.
- Reaching out to high school folks to get the word out to everyone.
- All the publications in Delaware are going to the right folks, but Ryan was wondering how information gets to National.
- Need to work on how information is disseminated in Delaware and set up process for control, so folks do not get overloaded.

14. Other Issues

- The nomination forms from the Delaware Engineering Society for Engineer of the Year and Young Engineer of the Year are forthcoming by Thanksgiving.
- The Past President's Council meets in mid-December to pick the winners.

Meeting adjourned at 1:25 pm