



American Society of Civil Engineers Philadelphia Section Younger Member Forum



2015-2016 Board – Meeting #3 Minutes

Date: Wednesday, October 28, 2015
Time: 5:30 PM
Location: *HNTB Corporation*
8 Penn Center
1650 Arch Street, Suite 1700
Philadelphia, PA 19103

Attendance List: Chris Renfro, Kevin Brown, Eammon Farley, Jeremy Pampuch, Mike Zettlemoyer, Drew Sirianni, Paige Glassman, Nha Truong, Scott Cepietz, Allie Sedor, Charlie Mumford, Cathy Farrell, Kazi Hassan, guest visitors from HNTB

Via Telephone: Kevin Walsh, Katrina Lawrence, Meredith Lis, Jon Miller

Responsibility for action items is indicated by **(bold type)**.

- 1) Introductions: Renfro opened the meeting and asked for a motion to approve the previous minutes. The August 26, 2015 meeting minutes were approved and are to be posted to the eRoom/Higher Logic and website **(Sedor/Gormley)**.
- 2) Organization Updates:
 - a) National
 - i. Younger Member Leadership Symposium (YMLS) – 9/19-21: Renfro attended it and found it to be very valuable. He would recommend that others go next year.
 - ii. eRoom/Higher Logic Transition – 9/20: Gormley started compiling a Higher Logic structure document and will send to the Board once it has been finalized. The Higher Logic set up is not 100% complete. Once the setup has been completed, all information from events held over the summer can be uploaded. Note photos will not be uploaded here. **(Gormley/All)**
 - iii. Region 2 Assembly – 11/14: The YMF is carpooling to the event, which will be held at Bucknell University in Lewisburg, PA. Renfro and Brown are working on a presentation covering the best practices for engaging students. **(Renfro/Brown)**
 - iv. ERYMC – 2/12-13/16: February's ERYMC will be held in Pittsburgh, PA. Renfro just received the invitation and has attached it to the agenda. He encouraged the board to attend. Cost will be roughly \$200 per person for the ticket, \$140 per person for the hotel (2 person room, 3 night stay), and \$500 total for a 15 person van. If you are interested in attending, please contact Renfro. **(All)**
 - v. Tutorial Video Interview Visitor: ASCE National has indicated that an interviewer will be coming to Philadelphia to interview Board Members about our



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efforts with K12 outreach and the CivE club. There will also be discussion regarding the upcoming law event. A Tuesday would be an ideal day for the interview so that the interviewer can visit a CivE club session to experience it. Renfro will be scheduling the visit. **(Renfro)**

b) Section

- i. FY16 Budget: The budget of over \$7050 has been approved. The Section allocates a certain amount to the YMF from dues. Farrell noted that when registering for online courses, try to do so through ASCE emails or the Philadelphia Section website, as the Section will receive a kick-back.
- ii. Dinner Meeting – 10/8: The October dinner meeting was a success and the YMF has fulfilled its speaker obligation for the year. The topic was Transportation Planning for the Papal Visit.
- iii. Award Celebration Mixer – 10/22: The mixer between the Section & YMF Boards, which was a result of the ASCE National award won by the YMF, took place at Independence Beer Garden and was a success. \$300 is left from the award and will be used for the 2016 ERYMC.
- iv. Dinner Meeting – 11/5: The November dinner meeting topic is the Rehabilitation of the PATCO Commuter Tracks Across the Ben Franklin Bridge. The presentation will be given by DRPA representatives, and RSVPs close Friday October 30, 2015.
- v. Student Representation and Scholarships: The YMF is responsible for college representation at the Section dinner meetings. Renfro asked whether Drexel could be represented at the November dinner meeting, and Farley stated he would get in touch with the Drexel chapter. Glassman noted that Swarthmore's chapter does not seem to have much active participation this year. The cost is \$20 per student, and the Section may ask that one representative from Drexel speak briefly about what the chapter is doing this school year. For future meetings, the faculty contacts are listed on the Section website:
<http://sections.asce.org/philadelphia/resources>. Sirianni noted that Temple just started a student chapter of ASHE and recommended that Temple be represented at the joint ASCE/ASHE meeting, which Farrell indicated is January 20, 2016. April's meeting will likely be Villanova, as the dinner/sessions are held at the Villanova Conference Center. Glassman recommended that Widener be represented at a dinner for which the location is accessible via public transit. Renfro distributed Scholarship Handout and noted that Andrew Bechtel is heading this task for the Section. **(Renfro/Farley/Glassman)**
- vi. Outstanding Section Award: The Section is applying for this award, and the application is due October 29, 2015 by COB. Please send Briana Earle summaries of past events and CC Cepietz for inclusion in other award applications. **(Mumford/Zettlemoyer/Leese)**

3) Past Events:

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- a) Student Chapters Leadership Meeting – 9/9: This meeting was hosted at McCormick Taylor’s office. Twelve (12) students attended and represented several colleges. The conversation focused on outreach/presentation ideas as well as technical tours.
 - b) Goodbye Summer Happy Hour – 9/16: This successful event was held at Morgan’s Pier. Early in the planning process, there was trouble with the contract as it was depicting the YMF as liable for all attendees at the establishment. Instead, a \$100 staffing fee was applied. As is typical with our events, there was not enough food. Zettlemoyer noted that Llama Tooth was also receptive to hosting our event and volunteered to provide tailgate games for any future events we may have.
 - c) CivE Club Fall Curriculum & Schedule – 9/29: Volunteers are still needed for sessions throughout the year. Lis and Cepietz have already attended. Twelve to fifteen kids have signed up but typically a lesser number attend the sessions. Photo and video release forms have not yet been received from the kids/parents. An updated sign up email will be sent out. **(Walsh/Suralik)**
 - d) Mock Interview Program – 10/5-16: Brown stated the program was a success again this year. He noted that the cover letter was intimidating to some of the students, but it was a valuable experience. Eleven students registered and eight interviews took place. There were several volunteers to give the mock interviews even outside of the Board. A survey will be conducted to gauge the effectiveness of the experience. **(Brown)**
 - e) Adopt-A-Highway Cleanup – 10/10: Twelve people, including a group of Temple ASHE students, attended the cleanup. The YMF provided snacks and the group went for beer, pizza, and appetizers at Fireside following the event. ASHE paid the tab at Fireside. Perhaps with two events per year, the YMF can fund one clean up and ASHE can fund the other. Miller would like to have a scale to weigh the next clean up’s collection amounts. **(Miller)**
 - f) Welcome Back Bowling Event – 10/20: Farley is going to speak with a representative from Pep Bowl regarding the lack of discount. The YMF was charged an additional \$180 this year in comparison to last year. There were sixteen students and sixteen professionals that attended the event, and a trophy was given to the student bowler with the highest score. A picture of the winner was also posted to social media. The YMF can look into using another bowling alley next year.
- 4) Upcoming Events:
- a) Law for Design Professionals – 11/19: This event will no longer be the Engineering Suite Courtroom & Deposition Seminar, as this topic is neither valuable nor pragmatic. The intent will be to provide a general overview and other specific case law or statute specific information that impacts design professionals in addition to providing some risk assessment information and discussion. The 3rd floor of Ladder 15 will be the location of the event, and the group agreed on Thursday, November 19, 2015. Pampuch will have a flyer created by Monday, and also deliver the event information to Angelo Waters for Section advertisement. **(Pampuch)**



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- b) Montgomery County Infrastructure Advancement Presentation: Pampuch reached out to the contact for this event, but has not yet heard back from him. **(Pampuch)**
- c) ASHE YMC Joint Happy Hour – 12/16: Zettlemoyer has indicated to ASHE that the YMF is interested in cohosting again this year at Rock Bottom Brewery. The Board agreed on a date of December 16, 2015. Zettlemoyer will coordinate and help generate a flyer. **(Zettlemoyer)**
- d) K-12 Local School Outreach:
 - i) Fox Chase Elementary: Next week, the YMF is helping with an event at Fox Chase Elementary School in Northeast Philadelphia. The event will take place Wednesday through Friday, and volunteers will be needed from 9:30 AM to approximately 12:15 PM. The event will consist of a presentation on Civil Engineering followed by a break out session. Mumford is attending on Wednesday with Nik Karumsi, and Truong is attending on Thursday. Volunteers are still needed.
 - ii) Masterman: There is no set date for the wastewater treatment plant tour.
 - iii) Other School Contacts:
 - (1) Mark Long from Norristown School District has asked for a possible structural engineering event in the Spring.
 - (2) Pottstown High School is holding an event on December 17, 2015.
 - (3) North Penn High School and Springford High School would like to host a multi-disciplinary Engineering Week in February. ECP could possibly help with this effort.
 - (4) Arcola Intermediate School is hosting an event in March.
 - iv) The YMF is experiencing a lack of resources for the amount of events taking place. A spot in the next email blast can be reserved for volunteer requests. Additionally, flyers can be placed on tables for the ASCE dinner on 11/5. The blast/flyers can explain that the activities are already prepared for volunteers and can emphasize that many locations are accessible via public transit. It would be worth targeting those who applied for Board positions but did not get appointed to the Board in an effort for them to get involved. **(Sedor/Mumford/Lawrence)**
 - v) Mumford noted he would like to have an event at a Spanish speaking school in the Spring.
 - vi) He also noted that it might be worth holding regional competitions to involve several schools in one event.
- e) 20th Annual Winter Social – 1/25/16: Brown passed around the potential sponsors list so Board members could sign up for request letters. Brown noted that a deposit had been given to McGillin's for the event, and he asked whether the Board wanted to try to obtain non-technical sponsors. The Board agreed this was generally acceptable considering it has been done in the past. It was discussed whether monetary sponsorships could be given directly to Philabundance, but the group felt that it could complicate the donation process and negatively impact the raffle efforts.
 - i) Shirt Sales: Once the logo contest is complete, an apparel order can be placed. Natale stated that Bob Wright's contact offered a 2 color front/back for \$7.04 per shirt (for an



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order of 100). A polo could also be created in men's/women's cuts with embroidered print for \$20.40. Einstein's contact offered a quote that was too expensive, and Lis's contact was similarly not cost effective. For the t-shirts, Glassman suggested the Board charge \$15 per shirt at the Winter Social while also offering a deal of \$30 for a shirt and an arm's length of tickets. The group was in agreement with this idea. Shirts will be needed prior to the New Year. Renfro reminded the group to encourage coworkers to enter the logo contest. **(Natale/All)**

- f) ECP DVEW Young Engineers Social – 2/23/16: This event will be held at Buffalo Billiards on 2/23/16.
 - g) Philadelphia Bicycling Infrastructure Tour – 3/20/16: Pat Miner has finalized the route for this tour, which will be held in the Spring.
 - h) Mid-Atlantic Region Student Conference – 4/22-24/16: Drexel is hosting this conference, and judges are being recruited for Saturday/Sunday competitions. The events are being held at Cooper River Park in New Jersey. Chrzan is heading the concrete canoe judging. Details will be determined regarding the Friday Happy Hour event.
- 5) Potential Events:
- a) West Philadelphia Soup Squad & Friends of the Wissahickon: A WPSS volunteer event should be coordinated for the winter; Gormley has the contact information. A FOW trail cleanup event should be held in the Spring, likely April/May; Suralik has the contact information. **(Coleman & Miller)**
 - b) Engineering Game Show Series: “The Price is Right”: Zettlemoyer indicated The Price is Right may be a difficult game to relate to Civil Engineering. Lis noted that for the Family Feud event she Googled and was able to find an application for the game. The group suggested Quizzo/trivia, Scattegories, or Taboo instead. **(Zettlemoyer/Leese)**
 - c) 2016 CANstruction Competition: A new captain is needed to coordinate this effort. At the next Board Meeting this will be discussed. Brown will create a write up from last year's event. **(Brown)**
 - d) 76ers and/or Riversharks Game and Tailgate: There are several February game dates available. The tour would likely take place an hour before the game. At this time, season ticket holders are also able to access the facilities. It was recommended a survey be sent out in the next email blast to gauge interest. *Subsequent to the meeting, it was decided to coordinate with ECP and host this as a joint event.* **(Pampuch/Sedor)**
 - e) Professional Development Event: Natale suggested a politically focused event. Pampuch noted there is ASCE fellowship work in Washington DC and has spoken with Chris Menna about it. Natale asked the group for potential speakers. **(Pampuch/All)**
- 6) Miscellaneous Business:
- a) ECP & CYM Awards: ECP Award applications are due 11/16 and CYM are due 12/5. Cepietz needs information on K-12 outreach efforts, and it was suggested to access the eRoom for information. **(Cepietz/Brown)**



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- b) Annual Report: File due by 11/20. Content can be found on the eRoom. Past Presidents/Renfro can assist in the development. A draft should be developed over the next couple weeks. **(Lis/Chrzan/Renfro)**
 - c) Google Drive: Accounts have been combined. The Google Drive now has the Award List/Item List/ and Budget Tracking.
 - d) LinkedIn Account: Einstein is working to update our page. **(Einstein)**
 - e) Philanthropic Fundraising Campaign: Pampuch has been in contact with Ruben David and is looking to schedule an event in 2016. **(Pampuch)**
 - f) Rebranding Logo Contest & Apparel Order: Voting might take place through Google or Doodle. There will be a prize for the winner.
 - g) Website Redevelopment: The latest meeting was cancelled and will be rescheduled.
 - h) RSVP Photo Disclaimer/Liability Waiver: This issue was brought up recently by concerned board members. The basic rule is that as long as the YMF does not profit off the use of any posted photos it is allowed to upload and tag on social media since it is a non-profit. Renfro will confirm with Tara Hoke, legal counsel at ASCE National. **(Renfro)**
 - i) Committee Structure Reminder: Renfro reminded everyone that each position's Committee Chair is the main point of contact.
- 7) Open Discussion
- a) None.
- 8) Officer Reports:
- a) Vice President (Kevin Brown) – Brown will create the electronic sign-up sheet for Winter Social Sponsorship letters.
 - b) Secretary (Allie Sedor) – Nothing Additional.
 - c) Treasurer (Nha Truong) – Our budget is \$7050 (+\$800 from last year).
 - d) Awards Chair (Scott Cepietz) – Nothing Additional.
 - e) CIVE Club Chair (Zachary Suralik & Kevin Walsh) – Nothing Additional.
 - f) College Contact Chair (Eammon Farley & Paige Glassman) – Nothing Additional.
 - g) Community Service Chair (Brett Coleman & Jon Miller) – Nothing Additional.
 - h) Information Technology (IT) Chair (Jesse Gormley) – Not in attendance.
 - i) K-12 Contact Chair (Katrina Lawrence & Charles Mumford) – Nothing Additional.
 - j) Professional Development Chair (Joe Natale) – Send any potential topics for CIS to Natale.
 - k) Public Relations (PR) Chair (Meredith Lis) – Nothing Additional.
 - l) Social Events Chair (Kristin Leese & Michael Zettlemoyer) – The YMF banner will be given to Pampuch for the upcoming Law Event.
 - m) Social Media Chair (Brian Einstein) – Not in attendance.
 - n) Technical Events Chair (Jeremy Pampuch) – A flyer for the law event will be created/distributed for review.
 - o) Past President (Drew Sirianni) – “Flag emails for follow up. Don’t mark unread.”



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- p) Mentors (Chris Gray & Kazi Hassan) – Nothing Additional.
- 9) Scheduling of next meeting – Renfro will send out a Doodle Poll for an early December meeting.