



### **Chapter 16 General Meeting Minutes**

Friday, September 8, 2017

Holiday Inn Express

121 Ballardvale Dr.

White River Junction, VT 05001

*In Attendance:* Derrick Roma, President; Trish Morrison, Vice President; Ashley Emerson, Treasurer; Betsy Bosiak, Secretary; Allyson Brown; Karen Kotecki; Sandy Fogg; Linda Schoffield; Dena Rae; Raven Naramore; Rob Naramore; Kevin Arsenault; Patty Quinn; Dave Walker

*Guests:* Cindy Sullivan, Bill Cesario

#### **Education Session (9:00 AM – 10:00 AM)**

*Conflict De-escalation*

**David Notte, VELCO**

Mr. Notte gave a presentation on Conflict De-escalation with techniques on how to potentially calm a client or if unable to calm the client then to remove yourself from the situation.

#### **General Membership Meeting (10:15 AM – 11:15 AM)**

Derrick called the General Membership meeting to order at 11:10 AM welcoming everyone present.

##### **1. Secretary's Report**

**Betsy Bosiak**

The secretary's report from May 12, 2017 was reviewed. Rob moved to accept the report as written; Sandy seconded the motion. The motion passed.

##### **2. Old Business**

**Derrick Roma**

The Chapter did not have any old business to discuss.

##### **3. Fall Forum 2017: October 5 – 6 in Cromwell, CT**

**Derrick Roma**

- a. Flyers Available

Derrick noted there were flyers available for members who would like to attend the Fall Forum. It was noted that Derrick, Patty Quinn and Lara Bailey planned to attend the Fall Forum.

##### **4. Fall Forum 2018:**

**Derrick Roma**

- a. Establish Planning Committee to assist – Terry Conley, Betsy Bosiak, Carolann McCarron
- b. Location: Providence, RI or Burlington, VT

Derrick would like to conduct a symposium asking if anyone would like to assist. A discussion ensued of items that could be presented. Items included renewable energy, social media with a focus on an industry.

Sandy, Karen and Dena volunteered to assist.

## **5. Committee Reports:**

### **a. Committee on Nomination and Awards**

**Terry Conley, Chair**  
(Two vacancies)

Rob volunteered to assist terry on this committee.

### **b. Professional Development Committee**

**Lara Bailey, Chair**

- i. Credential Concierge
- ii. List of Members pursuing a credential or designation
- iii. Forty for Forty Program (**Applications due September 30, 2017**)

Derrick noted the credentialing was working well. It was noted that Dena and Ally were pursuing credentialing. Derrick noted if they needed classes to let Lara or Trish know.

It was noted the Forty for Forty Program was to help people who wanted credentialing. If accepted into the program it would pay for the person's entire education. If anyone was interested they should send an application to Mark Reick.

### **c. Education Committee**

**Trish Morrison, Chair**

- i. FY16 Report: 21 Online/31 Classroom (registrations)
- ii. Course102: Ethics (Fall/Winter?)
- iii. Course 218: ROW Acquisition for Electric Transmission (Fall Forum 2018?)
- iv. Course 225: Social Ecology, May 14 – 15 at NHDOT in Concord
- v. Course 415: New Yellow Book Course
- vi. Survey to Members Pending

Trish noted the possibility of offering Course 102 at the forum. She discussed people could test out on some courses. Trish noted there is a lack of instructors for Course 218. Trish noted Course 225 is being booked for May at NHDOT. She noted this course is required for all the credentialing programs.

Derrick would like to have the Chapter host either Course 415 or 431. It was noted that Rick Pino could not teach Course 415 yet.

A survey to members as to what courses they would like was discussed.

Ashley noted from a budget prospective she would like to have the Course Coordinators or someone discuss the profit/loss of each course the Chapter presents.

### **d. Membership Committee**

**Betsy Bosiak, Chair**  
(Two vacancies)

Derrick would like to have a budget to attend events to promote membership in the Chapter.

e. Communications Committee

**Ally Brown, Chair**

Ally noted she had some things to add to the Website. She noted social media is not being used as it should. She noted the pages are public with the information available for discussion and information.

f. Young Professionals Committee  
i. Mentor Match

**Derrick Roma, Chair**

Derrick noted there was a Conference Call coming up to work on seminars for the Annual Conference.

Derrick noted the Mentor Match would be for someone to give advice as needed for a member especially if they wanted to be in leadership or credentialed.

g. Electric & Utilities

**Sandy Fogg, Chair**

Sandy noted the committee is looking for topics for the Annual Conference. The committee is looking a possibly doing another symposium, maybe in Texas.

h. Local Public Agencies

**Carolann McCarron, Chair**

There was no report from this committee.

i. Oil & Gas Pipelines

**Lara Bailey, Chair**

There was no report from this committee.

j. Transportation

**Trish Morrison, Chair**

Trish did not have anything to report from this committee.

**6. Treasurer's Report:**

**Ashley Emerson**

The current balance in the checking account is \$26,793.80. Ashley noted she was interested in expenditures for past events the Chapter held or participated in.

**7. 2017 – 2018 Calendar of General Membership Meetings:**

- a. **Next:** Thursday, November 2, 2017 at NHDOT, Concord, NH
- b. Friday, January 19, 2018: Portsmouth or MA with potential for Ethics Course
- c. Friday, March 9, 2018: Location TBD
- d. Thursday, May 10, 2018: Annual meeting (Elections), possibly in Massachusetts?

The Chapter is looking for a speaker for this meeting. Having an eminent domain and condemnation round table was suggested.

## **8. Other Business**

The Chapter did not have any other business to discuss.

**Patty mover to adjourn, Ally seconded the motion. The motion passed. Derrick adjourned the meeting at 12:14 PM.**

Respectfully submitted,

Betsy Bosiak, Secretary