

by Carrol McCracken

1. **Welcome and Call to Order:** Meeting was called to Order at 9:05 a.m., PST by Vice President, Sharon Slauenwhite. Prior to roll call, a few members discussed the use of a cloud sharing system for collaborative construction of our report.

2. **Roll Call:** There was a roll call /introduction of all members at the meeting. They included:

Region 1 Representative Ray Mehler, Region 1 Secretary/Treasurer
Region 2 Representative Kim Hiebert, International Director 2-year, Chapter 36
Region 3 Representative Carrol McCracken, Region 3 Secretary/Treasurer
Region 4, Ross Greene, President Chapter 52
Region 5 Representative Pat Petitto, Past Int. Pres. & Advisory Council
Region 6 Representative Matt Harris, Region 6 Secretary/Treasurer
Region 7 Representative Dee Oakland, proxy for David Whitlock, Chapter 45, PDC Chair
Region 8 Representative James Hardy, Region 8 Vice Chair - absent
Region 9 Representative, Lee Hamre, Past Int. Pres. & Advisory Council
Region 10 Representative, Jenna Wood, Region 10 Chair - absent

International Executive Committee/International Staff:

Sharon Slauenwhite, IEC President Elect, IEC Liaison/Chair
James A Olschewski - IEC Treasurer
Daniel Stekol, IRWA Interim CEO

3. **Agenda:** Agenda had been emailed out and there were no corrections.

4. **Approval of Minutes:** The minutes of the June 26, 2019, were emailed out with the agenda. There was motion to approve the minutes by Ray, seconded by Pat. Motion carried.

5. **Feedback from Regions:** James H. was not available for the call, but he is still waiting for summaries from four of the Regions from the questions we had at the Spring Forums. Please get your information in to James H. so he can have his report completed by July 23. If he doesn't get the summary information, he will work with what he has. We have both his work and personal email addresses.

6. **Other Communications:**

Sharon reported the next edition of the Right of Way magazine will have another update generally covering our accomplishments from the Portland meeting.

Sharon also said she has had discussions with Daniel Stekol about communications with the International Chapters group. Daniel reported the International Chapters haven't been directly getting the emails of the minutes, but they are accessible on the Member Network. He said when we get into discussions about the directions for International Chapters, then they will change their focus from education scheduling to this topic.

7. Discussion Topics:

It was decided the past process analysis completed in Portland that were in the meeting minutes will be a starting framework for the task force report for the IGC. They include:

Were the Goals Valid and Necessary
Strengths and Weaknesses
What Was and Was Not Successful

In it we will also need to discuss and report on the Cost/Benefit analysis, which include tangible items such as the money that was budgeted and spent on the studies, and what we spent it on. We will also need other intangible items such as staff and volunteer time, office resources. Would also like to report on actions to reduce the cost such as scheduling events when other meetings were being held and using technology in such things as electronic surveys.

There will be both tangible and intangible results we need to report on for benefits such as lessons learned. Sharon will start with a framework.

- Ray mentioned this will need to be presented in a clear, easy to follow structure
- Daniel was asked to get an updated expenditure report for the task force. Rahkshan could maybe review it to make sure it is correct? Daniel will contact Rahkshan to get it to Sharon. It is know the membership has had concerns about the expense.
- Dee mentioned good intangible side effect from the governance project is it has gotten people involved and gotten their attention and increased their awareness.
- The group thought this was a good plan.

Other Quesitons:

- Ray: Was there a net benefit from the past process for the organization?
- Matt: What was the intent for the project in the beginning?
 - a. Sharon:
 - i. Significant gaps in governance structure with representation for International and Regional groups
 - ii. Trying to make governance better, including communications from International to members
 - iii. What bylaw changes would be necessary to do it.
 - iv. Wanted a strategic plan for future needs
 - v. Need for competency-based leadership
- Kim:
 - a. Asked if we believe report subheading should be cost and benefit analysis.
 - b. Report may be a list of questions and answers.
- Matt discussed reasons for the project and a need for International to be able to make decisions for the membership.
- Sharon highlighted common challenges and problems
 - a. Found a need for change for some things.

- b. Process has guided us to changes to make for the future.
- c. Mentioned there were lessons learned by everyone
- d. Are we still focused on original goals?
- e. Change some things
- f. Look forward for improvements
- g. Ask questions, provide answers
- h. Lessons learned
- i. Have discussed some outcomes ~ net benefits

8. Recommendations:

- a. Mandate was to review the past process and provide a report. Along with this, we have these options:
 - i. Proceed with last phase to get one model
 - ii. Cancel last phase, maintain status quo
 - iii. Proceed with modified plan and objectives, or
 - iv. Other options:

In a poll of the region representatives on the call, the majority preference was to be to proceed with a modified plan and objectives. We could point out what is good and flawed with the existing structure. Most agreed we could recommend change implementation of some smaller scale items to improve the organization versus one major change.

Daniel: Curious if the group was ready to discuss and one of the biggest issues to do this and include international chapters as a Region. It was mentioned 3 chapters are required in to form a region. There are expenses the organization will incur with this change such as travel for international members. This may influence the end model. Lee questioned if this was our task to just report or is it something we solve. Daniel will send us the bylaws or a section of them which address the Region requirements. Questions have come from international members about why they are not up on the stage at annual conferences with Region representation.

Sharon: There are multiple concerns which need to be addressed along with International representation, such as Committee and COP representation.

Matt: Questioned whether this seems to be more of an economic versus a governance issue.

Sharon: This is an economic issue which we need to be aware of with International relations along with other items.

- Variance of exchange rates
- Culture and currency
- Time changes for meetings along with logistics
- Could have significant budget impacts
- Amend bylaws? – This can be done to add chapters to a Region.

Sharon: Governance change discussion was brought about from Region Reps becoming IGC members. Discussions were held in the Governance Model meetings if the organization would be split into two sections, an International section and a North America section.

Ray: Requested we have this as a separate item on the agenda for our next meeting.

Dee: Bylaws or Policy for three chapters to form a region, she couldn't find this in the bylaws, so is it somewhere else in a policy statement.

Kim: She mentioned Daniel seems to expect us to dig into the organization's issues and make suggestions versus our overlooking the process. And asked if we are we off track on our goals?

Ross: Mentioned that it has been lost in the mix that we can make recommendations.

James O.: Feels everyone is wondering how to go forward. Our struggle is:

Struggle – What to do now?

New or modified plan?

Discover and recommend changes?

Doesn't feel we need to nuke the entire organization

Likes the idea of idea gathering – Region and International problems. Don't solve the problems, identify them first for the IGC.

Matt: Questioned if there would be a need to move chapters around in the states?

James O.: The International component brings a new set of problems. Not in favor of the three models, and feels we need to look at something entirely different such as adding chapters to existing Regions.

9. The Future

- a. Get summary report completed. Need region feedback on the four to five questions.
- b. Review 3 models for best solutions and good ideas
- c. Get member survey to gain insight into their concerns
- d. Ross proposed:
 - i. An ideas task force survey was done to gain education feedback. These short surveys can help dispel rumors.
- e. Ray had been volunteered on the last call to work on a short survey:
 - i. Ray was happy this idea was supported
 - ii. Will reinforce communications model to get a higher participation rate:
 - International to Region to Chapter to Member
 - iii. Keep survey questions simple on what improvements were necessary for our organization for a quick turnaround.
 - iv. Collect the data and build a report
 - v. Do have ideas from polling information as a guide and may have some info, but not an education poll
 - vi. A question was asked about how long it would be available for members? Ray indicated he could have it ready in a couple weeks for the Region, could get the information after the first week in August, and a summary around August 15.
- f. Dee talked about having her region hold on a poll they were going to do themselves, but she was told to go ahead with it.

10. Next Meeting Goals:

- a. See if Carrol can get Box working as a shared repository for our report document
- b. Get cost/benefit numbers on project
- c. Discussion on International members on governance council

11. Next meeting: Video Conference Call on July 23, 2019 (9:00-10:30 PST).

12. Adjournment: The meeting adjourned at 10:28 a.m., PST