

IRWA Region 3 – Leadership Group Conference Call

Conference Call Minutes
Taken by Carrol D. McCracken

May 8, 2020



The meeting was called to order by Penny Rolf, Chair. Those in attendance:

Penny Rolf, Region Chair	Chapter 37: Teresa McClure and Jody Harness
Dan Leshner, Region Vice-chair	Chapter 41: Jay Walton
Carrol McCracken, Region Sec./Treasurer	Chapter 72: Ray Barchenger
Chapter 5: Natalie Meighan and Martha Long	Chapter 78: Joel Walker
Chapter 20: Mindy Leadholm, Ben Barker	IEC: Jake Farrell

1. Chapter Attendance by Reg. Chair/Vice Chair
 - a. These meetings are on hold until people can meet again.
2. Financial update – Carrol McCracken
 - a. Region Checking: \$ 4,296.55
 - b. YP Balance: \$ 7,085.36
 - c. Region Money Market: \$ 4,256.10
 - d. Total: \$15,638.01
3. RWIEF donation –
 - a. There was a vote at our spring Forum to go to the Diamond Level for the golf outing - \$275 per chapter and balance by Region of \$350
 - b. With the conference canceled, we voted at the April leadership call to still have chapters commit \$275 to RWIEF – with the option of mailing it in directly to HQ or to Carrol to combine into one check.
 1. There was a roll call and no chapters have sent in checks to HQ.
 2. Chapter 20 sent a check to Carrol
 3. The other Chapters are still working on getting them sent
 4. The recommendation is to send them to Carrol and then he'll do one check as we've done in the past. Everyone agreed with doing it this way.
 5. Checks should be made out to IRWA Region 3
 6. The deadline to get them to Carrol was set for June 15.
 7. Carrol will send info to chapter presidents and treasurers

8. Jake talked about the appreciation the RWIEF has for our Region and our contributions.
4. IGC Call update – Dan Leshner/ Jake Farrell
 - a. Held on Thursday, April 30 with full representation, unfortunately, Penny could not make it
 - b. The Policy & Procedures Manual update has been completed and has been sent out for review
 - c. Charlie Knobles gave a presentation on some funding for online course upgrades because of Adobe software issues. There was unanimous approval for budget funding to upgrade 18 courses over this calendar year. Charlie was going to see if the RWIEF would be willing to provide some reimbursement for these updates.
 - d. There was a lot of discussion on budgets and expenses. Right now the budget is fine, but they realize these are changing times, and incomes from education may have a future impact.
 - e. The optional program of using Chase Bank for national and Region banking has been delayed until July 1 because of COVID-19
 - f. Field Operations provided an update which discussed the CHIP Program, Vison scholarship, and membership drives
 - g. With the cancellation of the Annual Conference, there are still activities which must be done virtually and details will follow. There will be an IGC Meeting on June 18. The Region Caucuses must be held between June 20-23, and the BOD meeting will be June 24.
 - h. There were reports the Region Forum virtual meetings worked, and members received the necessary information.
 - i. Jake reported the budget is being reviewed by the finance committee and there may be some changes reported to the BOD with the current uncertainties. There may be some reductions in income and expenses.
 - j. Jake also reported the PIPE committee had a presentation on its future, and there were discussions about the education bottlenecks. A vote passed on combining PIPE with the Credentialing Committee and may add a few members. It will now be the Professional Education Committee as long as that change is ratified at the BOD meeting.
 - k. The GTF provided some good information and direction for the IRWA
 - l. Jake talked about how the budget uncertainties pushed the release of Daniel Stekol from IRWA employment because his role was no longer needed. There were no other losses of staff, but there were some employees who had a reduction of hours. Some of the programs by the various government agencies allowed the staff to remain whole. IRWA did apply for and will receive some funds from small business loans which may be forgivable which will bring staff back up to full employment. 85-90% of staff did see a reduction in hours.
 5. Secretary/Treasurer funding –
 - a. This was discussed at the March Spring Forum that in the past there was a vote to provide \$1.00 per member for funds for travel for the Secretary-Treasurer.
 - b. After that vote, there was no other action and nothing had been paid.
 - c. Dan, Carrol, and Penny will meet and present a plan for a vote at the Region Caucus.
 6. The IGC Annual Meeting will be held June 18th starting at 10:30 through a video call

- a. The Secretary will provide minutes to be shared with Region representatives by Saturday, June 20
 - b. Those minutes will be shared with our members before the Region Caucus meeting
- 7. Region 3 Annual Caucus Meeting
 - a. This will be done via a video conference
 - b. Our meeting will need to be scheduled sometime between June 20-23.
 - c. We expect it will take about an hour.
 - d. There was a motion by Jay Walton and a second by Joel Walker to have the caucus on June 23. There was a question on the content of the BOD meeting, members running for IEC Secretary, and items for a vote. A roll call vote and the motion carried.
- 8. BOD forms – Voting - Meeting
 - a. All chapters were polled and they have submitted their forms for directors.
 - b. BOD mtg will be on June 24th – same day /assume same time
 - i. Items to vote on will be shared before the meeting & discussed at the Reg. 3 Caucus mtg
 - ii. Voting will be handled remotely – details will be sent out when available
- 9. Reg. 3- Education Report – Dan Leshner
 - a. New chip program coming as of July 1 – schedule courses accordingly
 - i. If you hold an in-person class, if anyone takes the online version during the year – there is reimbursement to the Chapter
 - ii. Virtual classes option – reach out to HQ – Tim Drennan or Amir
- 10. New officers as of 7-1-20
 - a. Reg. 3 Board will be Dan Leshner, Carrol McCracken, Mindy Leadholm
 - b. Chapters – Will need new officer information from all chapters to update the website
 - i. Please get this to Penny or Dan before 7-1-20
 - ii. This is important for updates and invitations to monthly calls
 - c. Conflict of interest forms – These will be sent out soon
- 11. YP Report – No one from the YP Committee was on the call.
 - a. Reg. 3 Scholarships – not being used due to cancellation of the 2020 Int'l Conf.
 - b. Fall Forum may be the next event for the YP Committee
- 12. 2020 Conference activity update for Ch. 20 –Mindy/Dan
 - a. No report other than people need to keep that week flexible as there will be online meetings
 - b. Online Presentations were discussed, but there hasn't been any about this yet
- 13. Membership renewals and incentives-
 - a. Updates from Chapter on their renewal %'s
 - i. Ch. 20 and 37 made their goals
 - ii. Meeting renewal goal gets a free conference registration for 2021
- 14. Fall Forum – Ray Barchenger
 - a. The plan has been to still hold it live in Rapid City, October 18-19, but a recent Chapter meeting has raised some concerns
 - i. What happens if they have to cancel?

- ii. Stuck with rooms? – The hotel has said it is ok to cancel if it is pandemic, but that may not be the case in October. It may just be low attendance. For example, their DOT may not be allowed to travel out of state and may not be released from only being in their office until late fall.
 - iii. Checking again with the motel for a better answer. Maybe they will hold the rooms without a block or contract?
 - iv. Will find out more after meeting next week and will share information afterward
 - b. A virtual Forum is an option. Headquarters can help if that is the decision.
15. Danny Bissonette – (Chapter 20)
- a. He made a \$100 deposit for Minnesota United game, but we have not heard of him getting a refund. Penny will reach out to Danny.