



**Executive Board Meeting Minutes
June 15, 2021 at 12:00 PM
Via Microsoft Teams**

Present: Chelsea Thomas, Jennifer Russell, Tom Crawford, Lisa Rowell, Mike Niswonger, Abby Huffman, Daniel Anderson, Ryan Kirk, Morgan Kolks, and Chris Ertel

Absent: Mike Mann

Action Items

- Jennifer will provide training for APECS meeting setup at City Hall and post on website.

Secretary's Report (I. Laseke)

- Review and approval of May meeting minutes.

President's Remarks (J. Russell)

- APECS will hold virtual trainings for the rest of the year.
- Ethics training on hold until late summer/early fall. Speakers recovering from COVID.
- Continue sharing outside CEU webinar opportunities.
- State Board CE requirements - no change.
- Supervising survey results.
 - Link of results: <https://www.surveymonkey.com/results/SM-9JTHYKF79/>
 - 35 respondents: 26 voted yes for working with CODE and 11 want to join the committee
 - APECS received responses from several members about the CODE committee
 - Suggestion to work with Division 8 on benefits and salary issues. Division 8 is composed of various classifications including (but not limited to): Principal Engineers and Architects, Real Estate staff, and Administration staff.
 - Prior to the formation of CODE, Jim Carroll led the development of the Middle Management Association. Potential to revive this effort and create a new group.
 - What is APECS involvement?
 - Provide support where/when necessary.
 - Initiate the formation of a committee to coordinate with CODE and other organizations.
 - Get list of committee member names, get list of Div 8 names, setup initial meeting and determine next steps.
 - Need to find a Champion for these efforts.

Treasurer's Report (C. Ertel)

- Account balances.
 - Checking - \$4,304.26
 - Cash - \$350.00
 - Total - \$4,654.26
- Continue lunch and learn shake downs.
- Notified by 5/3 Bank about changes to business account with minimum amount and maintenance fee. Board will research new bank or account.

Membership Committee (C. Ertel)

- 2021 Membership – 60
- Membership fee is \$20 per year. Can pay via Venmo: <https://venmo.com/CincinnatiAPECS>



Communications Committee (M. Kolks)

- APECS link on City Matters – website is active – Webmasters M. Kolks.
- Facebook page – M. Kolks to update.
- Work towards updating current web pages and converting to main City website for retiree access.
 - No movement on website – trying to find a place, maybe HR since CEU focused

Continuing Professional Development (CPD) Committee (Diana Anderson, C. Ertel, A. Huffman & J. Russell)

- See table under Program Committee for ALL APECS events.
- Paperwork forthcoming on previous events.

Program Committee (Anyone & Everyone)

- Need webinar for August/September.
- Morgan to follow-up with Gannet Fleming for July.
- Tony Klemik leaving MSD. Chelsea Thomas will follow-up with him and determine next steps for Concrete Pressure Pipe event.
- Webinar platforms:
 - GoToWebinar is \$99/month and requires payment immediately. Will not pursue further.
 - GoToMeeting yearly fee is less than GoToWebinar; however, no feature to track meeting participants.
 - Potential to use MS Teams: 1) can track attendees and 2) record meetings.
- The following program ideas were discussed at this or previous meetings:

| Event | Facilitator | Date/Status | Type |
|--|--------------------|--------------------|-------------|
| Ethics | J. Russell | Summer/Fall | CEU |
| Arcadis Webinar | I. Laseke | Upcoming | CEU |
| Kittleson & Associates Topics | J. Russell | 2021 | CEU |
| Concrete Pressure Pipe – Thompson Pipe Group | T. Klimek | Upcoming | CEU |
| Gannett Fleming | M. Kolks | 2021 | CEU |
| I-75 & I-74 Interchange Update | J. Russell | Upcoming | CEU |
| Coordinated Site Review | M. Kolks | Upcoming | CEU |
| Path Masters – Traffic Signals | J. Russell | Upcoming | CEU |
| OTEC Contacts | J. Russell | Upcoming | CEU |
| PVC Pipe Association | J. Russell | Upcoming | CEU |

Salary Disparity Committee (J. Russell, L. Rowell, M. Kolks, I. Laseke, C. Thomas)

- Discussion in President’s Remarks.

CODE Connection (D. Anderson)

- Discussion in President’s Remarks.



Old Business

- Coordinating with CODE regarding senior level and supervising staff salaries.

New Business

- None.

APECS Board for 2021 Term

| | |
|--------------------|--|
| PRESIDENT | Jennifer Russell, DOTE/Transportation Design |
| 1st VICE PRESIDENT | Mike Mann, DOTE/Construction Engineering |
| 2nd VICE PRESIDENT | Morgan Kolks, DOTE/Permits & Development |
| TREASURER | Chris Ertel, DOTE/Transportation Design |
| SECRETARY | Ian Laseke, MSD/Wastewater Engineering |
| AT LARGE MEMBER | Daniel Anderson, MSD/Wastewater Engineering |
| AT LARGE MEMBER | Abby Huffman, MSD/Wastewater Engineering |
| AT LARGE MEMBER | Ryan Kirk, CRC/Parks |
| AT LARGE MEMBER | Mike Niswonger, DOTE/Permits & Development/Retired |
| AT LARGE MEMBER | Lisa Rowell, DOTE/Construction Engineering |
| AT LARGE MEMBER | Chelsea Thomas, MSD/Wastewater Engineering |
| PAST PRESIDENT | Vacant |

APECS Goals for 2021

- Reach 100 paid members by the end of the 2021 Calendar Year.
- Provide a minimum of 12 continuing education events by the end of the 2021 Calendar Year.
- Provide a minimum of 4 project or site visits/tours by the end of the 2021 Calendar Year.
- Recruit new employees as new paid members by the end of the 2021 Calendar Year.
- Increase attendance at Spring and Fall General Meetings (at least 20 people).
- Donate to 1 charity.
- Stand by and support our professional brethren both in and out of CODE.

Next Meeting

- Board Meeting Tuesday, July 20th at 12:00 PM, via Microsoft Teams.