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**March 8 & 9 Board Meeting Minutes**

**Attendees:** Nicole Boston (CEO), Chris Butts, John Campbell, John Denhardt, Jimmy Jonsson (President-Elect), Shaun Kelly, Amanda Kimball (secretary-Treasurer), Bob Libby, Elizabeth Pennacchio, Jack Poole (immediate past-president), Albert Simeoni, Shamim Rashid-Sumar, Beth Tubbs (President), Mike Wojciech,

**Guests:** Greg Baker (virtual), Doug Fisher (virtual), Julie Gordon, David Grossmann (virtual), Louis Guerrazzi, Chris Jelenewicz, Maxine Katz, Jimmy Landmesser (virtual), Leslie Marshall (virtual), Jackie McLaughlin (virtual), Kevin Mlutkowski, Eva Przygodzki, Peter Senez (virtual), Craig Vesely (virtual)

Tubbs called the meeting to order at 9:06 am.

1. Kimball asked to remove the January monthly financial report and investment policy and move it under the Finance Committee report and Rashid-Sumar asked to remove the January Meeting Minutes from the consent agenda.

A motion was made and seconded to approve the consent agenda as follows. Motion passed unanimously.

* + New CMC Chair, Craig Vesely
  + New Stellenbosch University Student Chapter
  + New Central Florida Chapter (reorg)
  + RTM Report
  + CPQ Report
  + CPD Report
  + CMC Report

A motion was made and seconded to approve the January Meeting Minutes with correcting the typo in item five. Motion passed unanimously.

**President’s & Executive Committee Report:**  Tubbs presented the President’s and Executive Committee’s report, updating the Board on her visits to the different chapters and presenting at the Mexico Chapter conference and the meeting with the SFPE Oceania and SFPE Asia Chapters. Tubbs and Gordon gave an update on the PBD Conference and the Annual Conference activities.

Tubbs explained that the Board will work tomorrow to create topics and come up with topics that the Board would like to discuss in the roundtable discussions taking place on Wednesday, March 9, 2022.

Tubbs and the Board discussed the Grenfell Tower and Kingspan Inquiry.

Jelenewicz presented the partnership with the Charles Pankow Foundation Partnership and explained that SFPE is working with the CPF to create free webinars for AHJs and other code officials.

Tubbs gave an update on the IFE discussions she and Boston have been having with Mark Chubb and his president. She explained that there might be opportunities for collaboration between IFE and SPFE when it comes to credentialing and education.

Action: Kelly, Rashid-Sumar, and Jonsson volunteered to continue conversations with IFE to explore future collaborations and report back to the board any recommendations for action.

1. **CEO Report:** Boston provided the 2022-2023 Operating Plan as requested by the board and updated everyone on the staffing changes, including Julie Gordon’s resignation. Boston also discussed the potential changes to the standing committees.
2. **Governance Committee Report:** Poole presented the Governance Committee report and sought clarification on whether the Secretary-Treasurer could serve more than two consecutive terms. It was agreed that was the intention of the Bylaws and that the Standing Rules as the Sec-Treas is an officer, rather than a Director-at-Large.
3. **Finance Committee Report:** Kimball presented the Finance Committee report and went through the 2021 end-of-year draft statement which won’t be final until the Springer royalty check is received and the audit is complete. Kimball also discussed the audit process and explained that SFPE will use the same auditing firm from last year.
4. **Nominating Committee Report:** The board discussed the nominating process and the stages of volunteerism for becoming a member of the board. The board suggested adding student members to the 5 Stages of Member & Volunteer Engagement graphic that was presented.
5. **SFPE Europe Report:** Grossmann presented the SFPE Europe report, noting that the staffing support has been terrific, the board and general assembly have been meeting regularly, the policies and procedures are being created to model SFPEs, and they are working on preparations for Berlin in March
6. **SFPE Foundation Report:** Senez presented an update on the activities of the Foundation, including the exceptional staff who have come on board in the last year and the resulting programs that have been started. He noted that fundraising was increasing, new communication pieces were being produced, the Academic Leadership Council has grown to over 40 faculty and department heads, Simeoni is leading the WUI Initiative and will have a workshop in early 2023 (after the fire season), and their flagship Grand Challenges Initiative is progressing with corporate and academic partners joining the initiative every day. He encouraged the board to join as well.
7. **CMC Report:** Vesely and Gordon presented the CMC report. The board discussed the legal request by ARUP regarding the Margaret Law Award.

The new Chapter Survival Guide was presented and it was agreed that the staff and committees can create manuals such as this without Board approval.

Mlutkowski shared plans to revisit our branding and will be recommending new policies to ensure greater consistency and accuracy when referencing SFPE and our entities.

1. **CPQ Report:** Fisher gave an update on the work of CPQ.

A motion was made and seconded to approve the Licensure Position Statement. Motion passed unanimously.

Fisher also updated the board on the work being completed on competencies and credentialing, higher education, and the PE exam.

1. **CPD Report:** Landmesser provided background on the changes made to the PE Exam Review course. Landmesser also provided an update on the core curriculum and aligning it with the 6th edition of the SFPE Handbook. He also provided status on the different courses that are being updated.

1. **RTM Report:** Baker provided an update on the activity of the RTM. The board discussed the placement of the subcommittee on the research and innovation (SCRI) and whether it should be housed under SFPE or the SFPE Foundation.

The meeting was adjourned at 6 pm eastern.

Tubbs reconvened the meeting at 8:10 am on Wednesday, October 9.

1. The board continued the discussion about the Research and innovation subcommittee. The board determined that the subcommittee and its work on the Research Roadmap should stay under SFPE for the time being and acknowledged that the Foundation will develop more robust research agendas aligned with its mission and goals (but not change the Research Roadmap).
2. The board revisited the Margaret Law Award discussion from the previous day.

A motion was made and seconded to remove Arup from all references as supporting the Margaret Law award and respond to them in kind. Motion passed with Tubbs abstaining.

A motion was made and seconded to have the Margaret Law Award renamed but keep it in the spirit of the award with the recipients remaining the same. Motion passed with Tubbs abstaining.

1. The board came up with the following list of topics that they would like to discuss.
   * How we become/grow international, strengthen presence, and target education in specific regions of the world.
   * Engagement with government (leadership) (SFPE as a resource).
   * Lessons learned from pandemic and takeaways
   * New areas we should be working (disruptors)
   * Role of research (partnerships with others)
   * Future of membership (retaining and structure)
   * Means of providing /producing technical content
   * Make a difference, World Bank, UN (back to basics)
   * How to drive the importance of fire protection engineering credentialing to the licensing/regulation boards.

The Board voted on these and picked the top two to discuss in their round table discussions. They were: Future of membership (retaining and structure) and how to drive the importance of Fire Protection Engineering credentialing to the licensing/regulation boards.

After the first roundtable discussion about the future of membership (retaining and structure) the board came up with the following ideas:

* Membership is very important to the success of SFPE
* Pull in chapters/create member lite option to increase membership numbers and get chapter members involved.
* Free memberships for those under 30
* Continue to make membership easy and simple
* Consider additional benefits for Professional Members (voting, mugs, and pins)
* Communicate the value of membership better (SFPE Connect, industry speaker groups)
* Fee structure (affordable/lite) – Tiered international model target specific area/groups
* Engage local chapter members to join SFPE
* New audiences to reach
* Correlation between the growth of chapters and decline with SFPE (access to speakers)
* Require more chapter members to belong to SFPE (Review chapter charters)
* New Messaging/Marketing
* Multi-year memberships are more visible
* Corporate/Organizational Memberships
* Junior engineers go to chapter events and senior engineers go to SFPE events
* Insecurity of sending employees to events who will jump ship
* Chapters great development mechanism to develop the younger engineers
* Lack of connection to the chapters
* SFPE talking points to the board of directors
* Way to recognize the SFPE members in the chapters
* Weight membership growth higher on chapter evaluation for ACE awards
* New areas may have lower retention rates
* Use texting as an option for renewing
* Training most valuable member prop
* Everyone is too busy
* Underlying fire protection prop – licensing, exam, everything for moving our profession forward, we need to promote we are the only organization that represents the profession and
* Market to NFPA members
* Service California – take care of the base
* Not doing much in Mexico and Canada
* Not upset about growing but don’t want to see info that isn’t relevant to them
* Open membership to mechanical and plumbing engineers – market sprinkler course – our best interest to reach out to them – make firms more competent against mechanical and plumbing firms.

During the second roundtable discussion on how to drive the importance of fire protection engineering credentialing to the licensing/regulation boards, the board came up with the following ideas:

* Government relations opportunities (already doing in Europe, should we also in the US?
* Media hijacking (expose problems or highlight successes)
* Partner with NCSEA/SEI
* Education for AHJs
* Invite AHJs to Detroit for conversation with the Board of Directors
* Define fire protection engineers or qualified engineer with XYZ
* Define project criteria requiring fire protection engineers
* NICET v. FPE v. PE NICET v. Practice of engineering
* SFPE Credentials
* Case study successes of Fire Protections Engineers – Presentations in education
* More visible process for credentialing
* Webinars/seminars on credentialing
* Tie in qualification/credentials in communities (tax, workforce, economics, insurance, etc.).
* Chapters and regulation agencies SFPE & state and Federal Insurance
* An engineer that meets the stated qualifications
* White paper to show licensing boards how to do it without changing the law following the OK model (Brandon Wilkerson, prioritizes projects requiring an FPE)
* Check with NCEES
* Find AHJs who are FPEs (NY example) to find what is most effective – Chief Jardin, Mark Wassum
* Follow GSA model
* Size of job
* Encourage FPEs to get on their state licensing boards

The meeting was adjourned at 12 pm eastern time.