July 13, 2022
Board Meeting Minutes

Attendees: Nicole Boston, Chris Butts, John Campbell, John Denhardt, Bob Libby, Elizabeth Pennacchio, Jimmy Jonsson, Shaun Kelly, Amanda Kimball, Jack Poole, Shamim Rashid-Sumar, Beth Tubbs, Michael Wojcik

Guests: Bryan Bennett, Hana Herron, Chris Jelenewicz, Jackie McLaughlin, Kevin Mlutkowski

Tubbs called the meeting to order at 8:33 am EDT

1. A motion was made and seconded to approve the consent agenda as follows with the amendment that the May Board Meeting Minutes need to be updated with the Executive Session included. Motion passed unanimously.
   - May Board Meeting Minutes
   - May Financial Statements
   - Student Competition Update
   - Q2 Strategic Plan Goals Update

2. The Board discussed an additional Fellow recommendation from the Q Board for Dale Hansen.

   A motion was made and seconded to approve Dale Hansen as a Fellow. Motion passed unanimously.

   Action: Staff and committee to review Fellow’s process and requirements by end of year.

3. Tubbs discussed the need for SFPE to appoint a new representative to the International Fire Safety Standards (IFSS) Coalition.

   Action item: A discussion on strategic relationships needs to be included in the September meeting agenda.

4. Tubbs provided the Executive Committee Report, updating the desire of the board to hire a consultant to do a 360 review of the whole organization.

5. Boston provided the CEO Report, highlighting as requested her professional development activities and training for 2022.
6. Kimball provided the Finance & Audit Committee Report, sharing the approved 2021 audit and 990. Kelly presented the updated Investment Policy for approval.
   A motion was made and seconded to approve the revised investment policy. The motion was approved unanimously.

7. Poole provided the Governance Committee report.

   A motion was made and seconded to approve the removal of a student member enrollment requirement for being eligible for recent graduate member discount. The motion passed unanimously.

   Action item: Include discussion on minimum chapter member requirements for Incorporated Chapters on the next meeting agenda.

   A motion was made and seconded to approve changing the requirement to state that an individual running for President-Elect should be able to serve 3 years, shall not exceed the 10-year limit during the 3-year period (PE, P & IPP), and must be a current board member or has been on the Board within the last 2 years. The motion was approved unanimously.

   A motion was made and seconded to change the eligibility to run for Secretary-Treasurer to require they be a current board member and have served at least one year on the Finance & Audit Committee. The motion was approved unanimously.


9. The board went into three breakout sessions to discuss generatively 1) how SFPE should advocate and educate on competencies for fire protection engineers; 2) how SFPE can grow internationally, strengthen our presence, and target education in specific regions of the world; and 3) how SFPE can drive the Importance of FPE credentialing to the licensing, regulating boards, and AHJs. The notes from these sessions are captured separately for future reference.

10. A motion was made and seconded to adjourn the meeting at 12:47. Motion passed unanimously.
Need to Advocate and Educate on Competencies for Fire Protection Engineers

Group 1.
- Get involved in the infancy stage of the design to advocate for FPE’s expertise
- Work with other organizations
- Have presence at conventions of other organizations
- Position statements published in industry magazines
- Advocacy

Group 2.
- Let Educational Institutions know that FPE is a Career Path
- FPE Module in other disciplines (ME, CE, EE, etc.)
- Unified Voice in Advisory Councils on Code Decisions
- Getting Architects to Understand Value of FPE + Other discipline
- Getting design community outside US to understand role of FPE

Group 3.
- Track several metrics according to a) states who license by discipline or in general, b) education requirements by state, c) practice/experience requirements by state, etc. – ensure/expand staff resources for ongoing tracking of this info
- Better understand NSPE’s position without bias; create a strong liaison relationship with NSPE in regards to licensure
- International credentialing program to support the unique and highly skilled capabilities of FPEs
- Develop additional whitepapers, case studies, positions, etc., that can be shared with state boards, municipalities, organizations, etc.
How we grow internationally, strengthen our presence, and target education in specific regions of the world

Group 1.
- Recognition of SFPE globally by formalized credentialing program
- Leveraging the impact of chapters
- Strong regional champions to advocate for SFPE

Group 2.
- Let educational institution understand FPEs exist.
- Define regions where we see opportunities
- Ensure chapters stay active
- Ensure org recognized at global level
- Develop a strategy that prioritizes for biggest impact
- Understand unique needs for each individual region

Group 3.
- Develop a broad-based global strategy instead of reacting to requests/opportunities
- Consider a 5-step strategy that includes 1) collection of key metrics for all global regions; 2) research into needs and cultural/practical implications in prioritized regions; 3) build awareness through speaking opportunities, events, and thought leadership programs in region, 4) strengthen partnerships and build new partnership in region, 5) develop/customize product offerings to meet the need of regional market (Summary: 1. Metrics, 2. Research, 3. Awareness, 4. Relationships, 5. Sales)
- Identify champions in key regions
Driving the Importance of FPE credentialing to the licensing/regulating board/AHJs

Group 1.
- U.S. Centric discussion as driven by codes and different requirements in each municipality
- Credentialing – Certificate program vs. University Degree
- Credentials ensure that qualified person signs off on drawing/document submittals

Group 2.
- Find a way to have a clear definition on who is do what and what qualifications are required
- Provide mechanism for chapters to get ahjs involved. Free attendance, offer speakers.
- Training for ahjs
- Presence in AHJ societies

Group 3.
- Create stronger communications with AHJs; highlight successes through PR/storytelling campaigns
- Develop joint educational programs with SFPE chapters and other local organizations (ICC chapters, etc.)
- Maintain positivity in all cases – do not talk negatively about other engineering disciplines