BOARD OF DIRECTORS MEETING MINUTES
March 27-28, 2023
Berlin Marriott Hotel

**Attending:** Nicole Boston (CEO), Chris Butts, John Denhardt (remote), John Frank (remote), Jimmy Jönsson (President), Shaun Kelly, Amanda Kimball (Secretary-Treasurer), Fang Li, Bob Libby (President-Elect and remote), Elizabeth Pennacchio, Albert Simeoni, Shamim Rashid-Sumar, Beth Tubbs (Immediate Past President), Michael Wojcik

**Invited Guests:** Bryan Bennett, Kees both (SFPE Europe Past Chair), Kathrin Grewolls, David Grossman (SFPE Europe Chair), Hana Herron, Chris Jelenewicz, Robert McNamee, Cynthia Mills, Kevin Mlutkowski, Luciano Nigro Wojciech Węgrzyński

**Regrets:** Jönsson called the meeting to order on March 27 at 8:00 am.

1. A motion was made and seconded to approve the consent agenda as follows:
   - Approve January Meeting Minutes
   - Ratification of ICC’s sign-on letter supporting minimum codes-standards for HUD Recovery Funding
   - Approve SFPE Malta Chapter
   - For informational purposes- Association Engagement Index
   - Approve Edinburgh for the 2025 European Conference
   - Approve Carl Baldassarra as Chair of the SFPE Ethics Committee (replacing Ken Dungan)

   The motion passed unanimously.

2. The board split into three strategic working groups to discuss strategic alliances.

3. Jelenewicz, Herron, and Mlutkowski provided program updates to the board.

   Jelenewicz shared we hired a new fire protection engineer, Glynis Thompson and that on March 3, the SFPE Handbook, 6th Edition, was submitted to Springer.

   Herron provided an update on the PE exam pass rate, which remains consistent with previous years at 90%; planning four in-person events in 2023, including partnering with FRISSBE to host a sustainability symposia in Slovenia this fall, a mass timber
symposia in August at the University of Waterloo, and the Annual Conference in Bethesda during the second week of October.

Mlutkowski reported that SFPE has reached a significant milestone of crossing the 5000-member threshold, although there has been a slight decline in professional members, which the team is researching to reverse; nominations for awards and fellows are due soon;

Holden Strausser resigned due to military obligations, and the team is currently searching for a new Membership and Marketing associate; chapters are moving forward with their pilot program and development of a chapter leadership program.

The Marketing and Communications team launched a new campaign on the role of SFPE and its impact. Mlutkowski revealed that SFPE is exploring different opportunities for the SFPE magazine and is considering its future. The Corporate 100 program has reached $197,000, and a new program will be launching soon, incorporating a new advertising model to allow SFPE to monetize onsite traffic and realize 100% of revenue instead of the current 20%. The team is also exploring options to meet the needs of European businesses through SFPE.

Mlutkowski shared that the compensation survey will be sent out to past participants, requesting feedback that should be included in the survey. The survey will then engage the full membership in the upcoming month, and the results will be revealed at the Annual Conference, including information from employers and employees. Finally, SFPE is seeking more international participation, and the team is actively exploring ways to encourage it.

Fang Li joined the meeting at 12:48.

Boston answered questions based on the CEO Report. Action Item: Nicole will provide more context in the next Q2 status.

4. Jönsson gave an update on his activities as SFPE President. He reported that he had confirmed a meeting with the JRC Fire Engineering Expert Network, which is set to take place in May. Jönsson also highlighted the growing importance of European sustainability legislation and suggested that it is a topic that SFPE should monitor closely, as it is likely to have implications for the US as well. FRISSBE expressed interest in hosting a sustainability symposium, which Jönsson welcomed. However, he also mentioned that he had been invited to Slovenia at the same time as the SFPE Annual Conference and would not be able to attend both events.
5. The Board provided feedback from the breakout sessions on strategic alliances.

Jönsson brought forward the SFPE event venue requirement to host all events at fully sprinklered venues.

Action Item: Kelly will work with the conference and symposium committee to create a guideline based on the existing brand standards that hotels must follow and submit to the board for approval at the May meeting.

6. The board discussed the Chapter evaluation process and recent complaints from some chapter leaders.

Action: Staff will revise the evaluation form to make it more user-friendly and ensure members' privacy

7. The meeting adjourned at 5:17 pm.

Jönsson called the meeting to order March 28 at 8:00 am.

1. Jönsson provided the board with his thoughts on the latest developments in the area of sustainability in Europe. As a part of his sustainability vision, an SFPE position statement is being developed by a committee he has put together, which will then be followed by a position paper. In April, they plan to conduct a member survey to gather feedback on which direction the organization should take in terms of sustainability. The survey results will be used to create a draft, which will be reviewed by a core group before being presented to the full committee. The aim is to complete everything by October so that it can be presented at the annual conference.

2. Jönsson provided background information on the origin of SFPE Europe. Boston noted that the Belgian government wants to see business commerce from SFPE Europe. There was agreement that SFPE Europe needs to develop a business plan and commercial activity needs to be initiated.

3. SFPE Europe representatives joined the SFPE board meeting at 10:23 am, and Jönsson initiated the session with a round of self-introductions. Following this, Jönsson led a discussion to explore what SFPE Europe values and how SFPE can support them. Grossmann presented a comprehensive slideshow to educate the SFPE board on the history of SFPE Europe and its future.
The meeting adjourned at 11:55 am.