



PIANC 1st Quarter Commissioners Meeting

Meeting Notes

February 18, 2021

10:00 AM – 12:00 PM EDT

Webinar Information:

WebEx Link: <https://usace1.webex.com/join/kayla.r.waltemire>

Meeting #: 199 185 4165

Phone Only:(844) 800-2712

Access Code: 199 185 4165#

Security Code: 1234#

Present:

Mr Mike Leone (2nd, JAN '21)

Mr Jim Marino (2nd, APR '23)

Ms Jessica McIntyre (2nd, APR '23)

Mr Nick Pansic (2nd, AUG '21)

Mr Jim Walker (1st, DEC '23)

Vacant (1st, DEC '24) (Ed Schmeltz)

Mr Jonathan Armbruster, RecCom (1st, Jan '20)

Mr Ron Heffron, MarCom

Mr Matt McCarty, YPCom (1st, May '22)

Mr Burton Suedel, EnviCom

Dr Calvin Creech, PIANC Americas

Mr Joe Mantey, Treasurer

Dr Joe Manous, Staff

Ms Kayla Waltemire, Staff

Regrets:

MG William (Butch) Graham

Mr Jose Sanchez, InCom (2nd, Sep '21)

Ms Lillian Almodovar (2nd, DEC '23)

Mr Ron Coles (2nd, DEC '23)

Dr Todd Bridges, EnviCom Chair

Action Items:

2.3 – Waltemire will share form letter sent with certificates.

2.5 – Waltemire will look for the resolution about the Bob Engler funds. Search the records from years 2014-2015. *Complete. No resolution found.*

2.5 – Manous will develop alternatives for how best to merge the Bob Engler Scholarship and YP travel funds in general.

3.1 – Nominating Committee reviews options for spreading out commissioner turnover and provides a recommended path forward before April's commissioners meeting.

4.5 – Waltemire will schedule a brainstorming meeting with the YPs and invite all commissioners and principal representatives. *Complete*

6.1 – Pansic will reach out to a colleague to see if they would be interested in being a potential speaker to open the panel discussion, or join as a panelist.

7 – Waltemire will edit the survey based on recommendations provided in the meeting. "Suggests an "other" box on question 1 where they can fill in topics. Typo on the last item. Include 'Ethics' in business related topics since people need ethics training. Capitalize the titles in the first 2 so it has substance."

7 – Waltemire will distribute the survey after the April 22nd membership meeting and include feedback questions about the meeting.

8 – Waltemire will send rules and regulations from Sabine to Joe for reference. *Complete*

8 – Waltemire will send out rules and regulations to group for final review prior confirming edits.

9 – Manous will reach out to the leaders in regards to assigned work plan tasks to a status/progress update.

Agenda:

1. Welcome – *Manous*

Manous- We don't have a new ASA yet. Mr. Vance Stewart is serving in the role as the ASACW.

2. Administrative Items – *Manous*

2.1. Agenda Acceptance

2.2. Acceptance of Minutes from 08 DEC meeting (Tab A)

Manous- Motion to accept the minutes.

Mike Leone- Motion to Approve.

Jim Walker- Motion to second.

Manous- Any oppositions? *none* Hearing no oppositions, minutes are approved.

2.3. Distribution of Certificates for Working Group Efforts

Manous- Certificates have been mailed. Costs about \$200 per piece. We have received about 15 notes in return as a thank you for the certificates. **Kayla will share with everyone the form letter that was sent to everyone.** On average there will be about 10-15 completed every year.

2.3.1. 1st Batch Mailed – 08 JAN

2.3.2. 2nd Batch Mailed – 01 FEB

2.3.3. Holding on to some for a possible in person meeting in April.

2.3.4. Missing addresses:

2.3.4.1. Closed executive session

2.4. Approval of WG 236 (Joint EnviCom/InCom) Nominations - *Waltemire*

2.4.1. Closed executive session

Waltemire- All applicants have been reviewed by the principal representatives.

Manous- Motion to approve

Unknown - Approve

Unknown - Second

Manous- Hearing no oppositions, nominations carry.

2.5. Financial Report (Tab B) *Mantey*

Mantey – We ended the year with a little over \$400,000. We had a few CDs mature in the 4th quarter at BB&T. When they first matured the interest rate to reinvest was only .01%. It has since risen to about .05% so we will most likely invest about 100K in a 6 month CD. The Federal Reserve has indicated they intend to keep interest rates low for at least the next year.

Dues received are up about \$5,000 this year which reflects an increase in membership. This budget is for non-appropriated funds. Funds get transferred from appropriated funds to our non-appropriated funds to reimburse for travel for AGA which didn't happen this year.

We also received the 32K from the Ports conference. We receive funds every 3 years for this conference.

Our most significant expense are international dues paid. PIANC changed the billing slightly at the international level which causes us to pay for part of 2019 and all of 2020 in 2020 which is why the dues were higher than usual. Otherwise we underspent in virtually all the other categories due to no travel and no PIANC Americas conference. Our expenses were 70K less than what we budgeted. We netted 26K. Travel to Florida last year was reimbursed through travel vouchers so this didn't impact our non-appropriated funds.

Proposed budget as a 5 year plan. We only expect a negative balance in 2022 due to expenses for anticipated Americas conference. Overall, we expect to net about 20K over the next 5 years.

Manous- In 2023 we are expecting a 250K profit on the conference. Is this consistent with previous conferences?

Mantey- We've always made a few thousand dollars on conferences. We budget for the expenses and income to be the same so it's virtually a break-even conference. We made 35K on Smart Rivers 2015 so we show a small profit for that event. Dredging conference is still an unknown. The last time we hosted, we generated 100K in income.

Pansic- Are we sure that Smart Rivers is coming to the states in 2024? It's supposed to be in China this year. The conference is every other year so it seems off.

Creech – Smart Rivers China was moved to 2022. World Congress is scheduled for 2024.

Ed Schmeltz – The discussion at the ExCom level is to keep these conferences separate so they don't fall on the same year.

Mantey –Smart Rivers would then be moved to 2026. Will put a marker of 10-20K in 2025 for prep work and to keep this line item in the budget.

Pansic – Just show the conference as break even. If we don't host, it will be a break even event. Also looking at the line items for the student travel funds and the Bob Engler funds. Recommends investing more in our younger membership. We should increase the contributions for those lines.

Mantey- We don't usually receive much for the Bob Engler fund.

McIntyre- Are the student travel funds the same as the Bob Engler funds?

Mantey- The Bob Engler scholarship fund is a source of income. Student travel is an associated expense but we are not limited by the budgeted income for student travel. If we spend more than what comes in for this fund for student travel the balance comes from operating budget.

Pansic- Do our bi-laws include anything about the Bob Engler funds?

Mantey- After Bob passed away, we adopted a resolution, but I don't believe we changed the bi-laws. **Kayla will look for the resolution about this.**

Manous- There is nothing in the bi-laws about this.

McIntyre- What is the process for receiving these funds?

Mantey- The secretary has run this process in the past. Doesn't recall a significant amount of interest/applications to receive these funds over the years. Doesn't recall rejecting anyone, but doesn't remember always using this scholarship either. We used it when we hosted Smart Rivers in New Orleans. We paid for a few students, maybe 5, to travel.

Suedel- Agrees with Nick's premise these funds should have a purpose in addition to travel. We should find ways to encourage the younger generation and this would be a great use.

McCarty- This is something that has been on the radar of the YP leadership team. We hoped to leverage this fund to send additional students and YPs to the Ports Conference. We are still considering the potential to leverage this with a paper contest. Next travel opportunity would be Ports in Hawaii in 2022.

Mantey- We could give all the scholarships the title of "Bob Engler" and not be limited by the amount of money that is donated to the fund. Sounds like the YP team is working on a plan on how to formalize student travel grants.

McCarty- We should establish what budget we can use so we can develop awards for full/partial compensation and identify if students and/or YPs can use the funds.

Manous- We need to establish an approach for how this fund will be managed and executed. Whether it becomes part of the bi-laws or a stand-alone item, we have to figure that out. **We will look for the document and put together a committee if necessary to review the approach if one doesn't already exist.**

Schmeltz – There was a description of these funds when they were first established.

Mantey- The immediate goal is to adopt a budget for the next 5 years. Nick expressed the student travel amount is low. If we change student travel to 5K to 10K a year that will at least reflect the intent to spend more and can refine those numbers in the future.

Walker – We should anticipate expenses related to PIANC America efforts. We've discussed a booth at the Latin American congress. Suggested approving the budget then amending it if we decide to commit funds to this effort in the future.

Pansic- Motions to approve as it with the change of the student travel from 5k to 10K.

Mantey- Will balance the Smart Rivers conference at 190K for both expenses and income.

Schmeltz – Seconds the motion to approve.

Manous – Any oppositions or abstentions. *None* Budget carries with those 2 corrections.

3. Updates from the Nominating Committee – *McIntyre*

3.1. Committee Recommendations (refer to Nominating Committee Feb Update Document)

McIntyre – Call for nominations started in January. Two email blasts have gone out as well as an announcement in the PIANC newsletter. We received 7 candidates so far with nominations closing at the end of February. The committee will review candidates in March and April and provide recommendations to the Board to prepare selections to the chair for acceptance of duties this summer.

This year 3 terms are up and in 2023 there are 4 terms ending. There is concern that the terms are ending too close together and there will be too much turnover. Ed and Mike's terms have actually ended but they've agreed to extend their terms. Nick's term ends later this year. If we wanted to try to normalize some terms this would be the opportunity to shift terms around so 4 people don't exit in the same calendar year. Suggests extending Nick's term as well and Lillian, Ron and Jim to have a break between 2022 and 2024.

The first suggestion revolves around a calendar year plan. The new calendar plan would be to have new commissioners joining the team on July 1st. This allows the first meeting to be right after AGA so they can become acquainted with what we do. This allows for the call for announcements in January and this gives us 6 months to process everything and have nominations appointed by July 1.

Another idea is to move terms around so there are 2 new people every year. This would involve extending Nick and shortening Jessica's terms so there are 2 commissioners potentially transitioning every year.

Manous- **Suggests we take more time to think about a path forward. Suggests the committee come up with their recommendations.** This should not require a bi-law change. The nominations are made by the chair by recommendation from the board. The bi-laws do have a provision about not serving 2 terms.

McIntyre – The appointment letters say a term of 4 years or until appointment ends.

Walker – Suggests we try to get to the 2 transitions per year so we have good continuity on the board. This would be a good overarching goal so we don't have too many transitions every year.

4. Reports by Principal Representatives

4.1. RecCom – Mr Jonathan Armbruster

Armbruster – RecCom met yesterday as a commission. There are a few working groups that are stagnant and need some new members. *Refer to attached document for more detailed information on working group activity.* We had a discussion from Greg Fisk from RecCom Australia about developing terms of reference for potential working groups focused on the topic of marina and harbors through a climate lens. The two terms of reference being developed are 'Carbon Management for Marinas and Boat Harbours' and 'Climate Change Adaptation Planning for Marina and Boat Harbours.' The MEDA Award (The PIANC Marina Excellent Design 'Jack Nichol' Award) looks to recognize excellence in marina design. RecCom is issuing a call for additional applicants since only two applications have been received. If anyone has ideas on marinas to apply please send them. Also made a request of all RecCom members to seek quarterly webinar support.

Burton- Please let me know if you need an EnviCom member to serve on WG 219.

Walker – Do US participants feel like their voices are being heard? Has received some feedback that working groups seem more European focused and they're not as actively seeking out US views and feedback. Are the US views being heard?

Armbruster – Has not heard any complaints about that. We need more participation in general by connecting PIANC USA members to these working groups. Many groups have a lack of momentum. There is room for us to provide participation and leadership we just need the right people.

McIntyre – What is the criteria for Marina's to apply for the MEDA Award?

Armbruster – We plan on republicizing the flyer and opening up the applicability so more Marinas can apply.

4.2. MarCom – Mr Ron Heffron

4.2.1. Webinar scheduled for 18 FEB 1-2 PM EST. MarCom 161 featuring Mr.

George Detweiler

Heffron – We haven't had a meeting since September for MarCom. *Please refer to attached document for more detailed information MarCom working group status.*

Walker – What is the status of 187? Are you the US rep for this group?

Heffron – I serve as the mentor for WG 187. This report and guidelines for the industry are desperately needed but it has stalled badly. The chair has been replaced with someone from Brussels to get it back up and running.

4.3. InCom – Mr Jose Sanchez

No one from InCom present today.

4.4. EnviCom – Mr Burton Suedel & Dr Todd Bridges, Chair

4.4.1. Planning for a webinar in May on WG 195

Burton – Please refer to attached document for more detailed information on current working groups. Has been working with Kayla to identify a date for a webinar for WG 195 in May. The report was recently completed and is with HQ for final editing and publication. WG 214, 'Beneficial Sediment Use,' is expected to be finished in 2021. We hope to have a webinar on this WG later in the calendar year. Has encouraged groups to not be so Euro-focused since these reports are published from a global perspective. We want to make sure all perspectives are represented. Appreciates the cross participation in working groups between the various commissions because it helps to build a broader perspective in the reports.

Walker – One of my areas of focus as a commissioner is to help the Corps of Engineers to be more acknowledging of these guides in the development of their own policies and internal communication and guidance.

Heffron – Has not heard of these issues within MarCom working groups.

4.5. YPCom – Mr Matt McCarty

McCarty – Has been on the YPCom leadership team for the last 3 years and is based in New York. Accomplishments in the last quarter – We've been meeting at least monthly. We brought on Nick Stefani and Nicole Pauly in 2020 to our team. We've kicked off our webinar series with a webinar in December that featured the De Paepe-Willems winners Benjamin Popovich and Adrian Pearson. It was technical and highlighted the award as a way for YPs to get involved. This was the first digital event we hosted. Our goal is to have bi-monthly webinars. We have historically hosted in person networking events within YP. Andrea Viteri's term is ending in the Spring and we will advertise for her position at the upcoming webinar. Ideally we would want someone on the West Coast so we can have US geographic coverage. Will start preparations for the 2023 BTV in the US. Work on a scholarship program for PORTS '22. Also work to evaluate the YP participation in WGs and work to improve involvement. Eventually resume the in-person events such as local happy hours and technical tours.

Manous – How can we help the YP Commission? Everyone on this team is interested in how we can support and engage the young community.

McCarty – We're probably due for a brainstorming meeting about where we want to take the group. We could provide a list of ideas/requests at that time. At this current time our need is content and speakers for our webinar series especially young professional development topics.

Pansic – Would be interested in joining a brainstorming meeting with the YPs.

Kayla will schedule a brainstorming meeting with the YPs. Invite everyone and the YPs.

Creech: There has been discussion of a trip to the Port of Congo and an America's YP group.

McCarty – The coordination with Americas was a focus surrounding planning with the BTV. We wanted to engage the Latin America and South America group. We need to stay in touch about BTV/PIANC America's event. Technical tours and hands on events have received excellent feedback from the YPs.

Pansic – Heard at the ExCom meeting that there is a new CoChair for YPCom Sebastian Eglasious. Recommends that Calvin contact him to join the PIANC Americas calls.

4.5.1. Planning for a webinar in March

McCarty- Finalizing plans for a webinar on March 11 that will focus on "Sand Motor" and "Breakwater Modeling Case Studies."

5. Update from PIANC International – *Pansic & Waltemire*

Pansic – ExCom has been meeting more frequently (bi-monthly). Will meet again in mid-March. There is discussion about working groups such as 216 that have stalled and they're trying to contact participants. We need to make sure our US participants are actively participating and engaging with the groups. CoCom chair has candidates and they've decided on a process to evaluate those. Sebastian Eglasis from Argentina is the new CoChair for YPCom. They are restructuring the jury for the De Pape Willems award to include YP participation. YPCom BTV scheduled for 2023 in the US. ExCom meetings will continue to be virtual for the foreseeable future.

Waltemire- Membership software is in development. Meeting next week with software developers. The new software will have more features and reduce the amount of manual data entry.

6. April 2021 PIANC Membership Meeting – *Manous*

Manous- We have been discussing having our next meeting be open to all member. It still seems too early to decide if it should be in person or virtual. MG Graham has encouraged in person meetings.

Schmeltz- Seems too early to determine that right now because there are a lot of factors at play. There will most likely still be a lot of hesitation surrounding this.

6.1. Review Agenda (TAB C)

Manous- Will be slightly longer than a ½ day event. Should the commissioners meeting in the morning be open to everyone? Or closed to just our leadership?

Schmeltz – The board meeting should be a closed executive session.

Walker – Agrees, should be executive.

Pansic- Agrees as well, but we should provide a summary to everyone.

Manous- Decided. Morning session will be closed to just the board and PIANC leadership team. Key note speaker could be Nick Pansic or someone else. It could be on a specific issue such as how is the navigation community responding to COVID?

Pansic –Francisco Lefler from ExCom could be a good person to provide some welcoming remarks and a PIANC in general direction forward.

Schmeltz- Agrees that Lefler would be a good introductory speaker.

McIntyre – We could focus on the international level at the beginning and become more focused on US as the meeting advances.

Schmeltz- Could include PIANC Americas update with Calvin instead of the CoCom update on the agenda.

Creech – Approves of this idea to talk about PIANC Americas during the CoCom slot on the agenda.

Manous- Do we still want the open discussion? We could shorten this section if there is not a lot of discussion.

Walker – 45 Minutes seems long in case you have a short presentation by the panelist first.

Manous- The theme of the panel discussion could be where we are and where we're going as PIANC USA with commissioners on the panel.

Pansic- Attended a panel discussion with a focus on International Shipping. The moderator provided the opening remarks then provided the scripted questions to the panelists.

Manous- Shift this to about 30 minutes. Should we keep the break or remove it?

Pansic- If you don't need the break and you take the panel discussion to 30 minutes, then it brings the meeting to 3 hours.

Manous – Who will be the moderator/speaker for this panel discussion?

Pansic- Suggests that the moderator also be the speaker so they're setting the themes. **Could reach out to a colleague to see if they're interested in this as a potential speaker or panelist.**

Manous- Since it's virtual we will congratulate all participants receiving awards on a slide with names and WG title. Goal is for a 3 hour meeting.

McIntyre- Volunteered to be the panel moderator.

6.2. Proposed Dates

Walker- First 2 dates are best.

Pansic- 22nd would be a preferred date.

6.2.1. Wednesday, April 21

6.2.2. Thursday, April 22

6.2.3. Wednesday, April 28th

6.2.4. Thursday, April 29th

6.3. Keynote Speaker

6.3.1. Possibly Nick or Ed

7. Membership Survey Review – *Almodovar/McIntyre* (TAB D)

Waltemire – Are there any changes/suggestions on the current survey?

Pansic- Suggests an “other” box on question 1 where they can fill in topics. Typo on the last item. Include Ethics in business related topics since people need ethics training. Capitalize the titles in the first 2 so it has substance. Target panelist for the meeting would be more academic.

Waltemire- Should it be sent on it’s own or in conjunction with a feedback survey after the membership meeting?

McIntyre – Suggests we send it out after the membership meeting. Is there value in sending it now to tailor the panelists.

Manous- It would be challenging to turn around the data prior to the meeting.

Pansic- You have a captive audience at the April meeting. Mention this survey in the information we send to participants.

Manous- Confirmed, will send after the meeting with feedback from the meeting.

8. Rules and Regulations Review – *Manous* (TAB E)

Manous- The document has been reviewed by office of council. There are numerous notes about geographic regions that we’re not using anymore so those have been deleted. Propose that we submit it as a first reading and open it up for comments. We can include any further comments and send it up for final approval at the April business meeting. We don’t have anyone who is a “Commissioner Emeritus.” Another question about what a “fellow” is and how that is characterized.

Schmeltz – At the international level they call it rules and regulations. Suggests we call it that so it’s consistent.

Kayla will send rules and regs from Sabine to Joe. Will also remind everyone to review it.

9. Work Plan Status Review – *Manous* (TAB F)

Manous- Most of these are in progress to some level. **Will reach out to the leaders listed here for their take on status/progress of these items.**

9.1. Priority Action Items for 2021

Goal	Description	Leader	Suspense Date
G1a.M1	Recognize working group participants with certificates	Marino	
G1a.M2	Identify working group topics to propose to ExCom	Marino	
G1d.M2	Establish and lead the PIANC America team to develop and implement an Action Plan for the region	Calvin Creech	
G1e.M1	Identify abstracts (or submitters) for AGA 2022 and World Congress 2022	Marino	
G1e.M2	Coordinate speaker for SmartRivers 2021	Marino	
G1d.M2	Explore potential of hosting a session, and/or supporting PIANC America at AAPA meeting in Cartenga, Colombia (May 2021)	Marino	
G1f.M2	Hold a PIANC USA membership meeting, proposed for spring 2021	Marino	
G2a.M1	Survey PIANC-USA members	McIntyre/Almodovar	
G2a.M1	Serve on Ports 2022 organizing committee and have a PIANC session on the program	McIntyre/Almodovar	
G2b.M1	Implement quarterly webinars and develop plan for additional webinars during CY21	McIntyre/Almodovar	
G3a.M2	Conduct briefs on PIANC and PIANC-USA to COPRI leaders and staff	Leone/Pansic	
G3b.M1	Develop marketing and information materials in the form of flyers, presentations, social media, and website updates to convey the opportunities with PIANC	Leone/Pansic	
G4a.M1	Conduct briefs on PIANC and PIANC-USA to USACE leaders and staff	Walker/Coles	
G4b.M1	Engage with sister organizations PIANC-USA should focus for collaboration	Walker/Coles	

10. Upcoming Events – *Manous*

- 10.1. *PIANC USA Webinar: 18 FEB, 1-2 PM EST 'Interaction Between Offshore Wind Farms and Maritime Navigation' Featuring Mr. George Detweiler from MarCom WG 161*
- 10.2. *PIANC YPCom Webinar: March 11, 2021*
- 10.3. *Tentative EnviCom Webinar: May 2021*
- 10.4. *May 2021, "PIANC Annual General Assembly (AGA)", Virtual Event*
- 10.5. *Nov 29 – Dec 1 2021, "AAPA Latin America Congress of Ports", Cartagena, Colombia*

11. Next Meeting: April 22, 2021

12. Closing Remarks – *Manous*

Manous- We should consider making our meetings longer to cover all the information. We're back on quarterly schedule.

McIntyre – Willing to serve as the panelist moderator if it is scripted.