



PIANC USA Fall Board Meeting

Meeting Notes

November, 03 2020

1:00 – 3:00 PM EDT

Webinar Information:

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

Meeting #: 199 185 4165

Phone Only: (844) 800-2712

Access Code: 199 185 4165#

Security Code: 1234#

Present:

Mr Ryan Fisher

Ms Lilian Almodovar (2nd, Dec 22)

Mr Ron Coles (2nd, Dec 22)

Mr Mike Leone (2nd, Jan 21)

Mr Jim Marino (2nd, Dec 22)

Ms Jessica McIntyre (2nd, Dec 22)

Mr Nick Pansic (2nd, Aug 21)

Mr Ed Schmeltz (2nd, May 20)

Mr Jim Walker (1st, Dec 23)

Dr Calvin Creech, PIANC Americas Liaison

Mr Joe Mantey, Treasurer

Dr Joe Manous, Staff

Ms Kayla Waltemire, Staff

Mr. Jonathan Armbruster, Principal Rep.
RecCom

Mr. Ron Heffron, Principal Rep. MarCom

Mr. Jose Sanchez, Principal Rep. InCom

Mr. Burton Suedel, Principal Rep. EnviCom

Regrets:

Mr. Todd Bridges, Chair, EnviCom

MG William (Butch) Graham, President

Action Items

2.5 – Manous/Waltemire will review the rules and regulations document and send edits to the group for discussion.

5.3 – Waltemire will check on the deadline for the yearbook submissions to HQ and confirm. *Deadline is confirmed as 01 FEB to submit to HQ.*

6.3 – Commissioners should contact perspective nominees for CoCom Chairman position and send the names to Kayla by DEC 16th for compilation. A full list will be sent out and a decision will need to be made by December 21st.

7 – Commissioners please review updated survey and provide feedback, and additional topic suggestions to Waltemire by NOV 20th.

7 – Principal representatives please put together a list of topics relevant to their commission to include in the survey about working group topic areas. Please send to Waltemire by NOV 20th.

7 – Almodovar/ McIntyre – Review updated survey (Waltemire will send with compiled working group topic feedback received) and send to commissioners with any additional edits prior to the December meeting.

7 – Manous/Waltemire will discuss a way to distribute the survey.

12 – Decision is for an Annual meeting to be held in Apr 2021. PIANC-USA staff to develop options for possible dates.

12 – First calendar year PIANC-USA Board of Commissioners' meeting will be held in Feb 2021. PIANC-USA staff to develop options for possible dates for discussion as Dec Commissioners working meeting

12 – Additional consideration will be given by the PIANC-USA staff on alternative virtual events for the first quarter.

12 – Heffron will be the principal representative in charge of the first quarter webinar featuring a speaker from MarCom. Please review webinar guidelines document for what is requested in preparation of the webinar. First step is securing a presenter and a date. Coordinate with Waltemire on dates.

16 – Waltemire – Schedule work plan meeting for early December to discuss immediate work plan actions. *Complete*

16 – Waltemire will compile list of commissioners and their terms for discussion at next meeting.

16 – Waltemire will send out updated survey from Almodovar to commissioners to receive feedback. *Complete*

Call Summary

1. Welcome – *Mr Fisher*

Mr. Fisher: Appreciates everyone's efforts in the virtual meetings and keeping the work going. Between an election and COVID it is an appropriate time for PIANC to start thinking about the fundamentals. There will be a recess as the pandemic ends and a new Administration, or second-term Administration, begins to set goals. This is a good time to figure out what our goals are.

2. Administrative Items – *Manous*

2.1. Agenda Acceptance

Manous – Suggests adding item 2.5 “rules and regulations for PIANC USA.”

2.2. Acceptance of Minutes from 15 SEP meeting (Tab A)

Coles – Motion to accept.

Marino – Seconds the motion.

Manous – Are there any abstentions? None, Minutes approved.

2.3. Quarterly Budget Report (TAB B) – *Mantey*

Mantey – We used to have about 90% of our funds in a CD. We had 124K in checking and 32K in an uncashed check (from the Ports conference). The 124K in checking is due to the CD maturing and remaining in our checking account for now. The CD rate and interest rate in the checking account are the same right now so we are keeping the funds liquid. The commissioners passed a resolution at the last meeting to open an account at the State Department Federal Credit Union. We applied for membership at the FCU which takes 30 days. We plan on adding Waltemire and Manous to the BB&T account. Mantey has been filling out the paperwork for this process. We plan on depositing the 32K check at BB&T while we wait on the FCU approval. For more details, see the budget report. Dues received during the first 9 months of the year are greater than what we had last year. Estimating that we are going to make about 36K this year.

2.4. Website Documents and Password – *Waltemire*

2.4.1. Visit <https://pianc.us/resources/> for the password protected section of the website.

Waltemire – Under the “about” tab on the website. “Commissioners resources” is the password protected page. Ask Kayla if you did not receive the email during the meeting. Please let Kayla know if you have specific documents you would like saved there.

Currently the promotional materials are saved there as we work to update. The updated work plan and action plans will also be saved in this location. There is also a public with meeting minutes from the last two meetings.

2.5. Rules and regulations for PIANC USA – *Manous*

Manous – These were last updated 5 years ago. Proposes that Manous and Waltemire review these rules and regulations and present edits to the group for discussion.

3. Introduction of US Principal Representatives to the Commissions – *Manous*

3.1. Role of the US principal reps at board meetings

Manous – PIANC prides itself on being a technical organization. The working groups produce products that are of benefit to navigation communities around the world. The Board has discussed the benefits from including the principal reps in quarterly meetings PIANC-USA Board meetings to facilitate communication. Commissioners to serve as liaisons to the PIANC Commissions have been identified as follows.

RecCom – Jessica McIntyre

InCom – Ron Coles

MarCom – Jim Marino

EnviCom – Jim Walker

Pansic – Supports anything we can do to improve the communication linkage between the commissioners and the technical commissions. This communication has waned in recent years, but two-way communication is needed. We need to be more engaged with the membership through the engagement of the principal reps to the commissions. New working groups are proposed, but building teams lags. We want to make sure the US is well represented on the working groups. Will look to the principal reps to help with this communication and engagement.

3.2. Principal Representatives introductions

Suedel – Principal rep to EnviCom. Member of PIANC for several years. Actively engaged in numerous working groups through membership or mentorship. Pays close attention to engaging the other commissions and establishing working groups that can collaborate between multiple commissions. Army Corps of Engineers, Vicksburg Mississippi. Also agrees with this coordination effort.

Sanchez – Principal rep for InCom. PIANC member for 18 years. Member of multiple WGs. Originally started as a researcher, then as a lab director. Agrees that this is a

good idea. There has been a disconnect in the past between the commissions and the involvement of PIANC USA. This will help bridge that communication gap.

Armbruster – Principal rep on RecCom for a few years. There are several RecCom groups that are looking for expertise and trying to expand on their efforts. I see opportunities for collaboration in those areas. VP of waterfront engineering for Taylor Engineering. Navigation and recreational facility oversight.

Heffron – Co-lead of RecCom. Agrees that this is a good effort forward to include the principal reps in the meetings.

3.3. PIANC USA Webinars

3.3.1. Jan-Mar 2021 – MarCom w/ Ron Heffron as the Principal Rep Contact

3.3.2. Apr-Jun 2021

3.3.3. Jul-Sep 2021

3.3.4. Oct – Dec 2021

Manous – The goal is to have 1 webinar a quarter focused on a specific technical commission. We want to use this to disseminate information to the membership.

Almodovar – MarCom would have been the last one for this quarter, and the only one without a session this year. Referenced the document on webinar guidelines and suggested MarCom host the next webinar.

Manous – Would like to invite the principal reps to engage in this process of planning and coordinating the quarterly webinars.

Heffron – We discussed this at the MarCom meeting a few weeks ago. The preparation of a PowerPoint with the completion of a report is now becoming a requirement for the chair of the group to put together. This PowerPoint can be repurposed as a webinar tool. The big issue from the principal perspective is that a lot of the administrative work should not fall on the principal rep.

Almodovar – Part of the goal is to increase involvement with sister organizations and new membership through their attendance of these webinars.

Manous – Is there a volunteer for the first quarter of the calendar year for the webinar? *No volunteers at this time.* (See item 12 for additional discussion. Heffron will serve as lead for MarCom webinar in first quarter.

4. PIANC ExCom Report (TAB C) – *Pansic*

Pansic – There is a lot of discussion at the ExCom level about meetings and the value of face-to-face meetings. A lot of the meetings are being postponed or being reconfigured as virtual only or hybrid events. A regional event for Asia-Pacific group at the beginning of December in Australia is now a hybrid event. AGA in Bristol for this year is postponed to May of 2021. It will be a two-day virtual event with two, four-hour sessions. Until there is progress with travel, we will have to shift our focus away from in-person events and move to virtual events. VP for ExCom is up for renewal and chairman of CoCom. We want to make sure we participate in nominating and voting for who should fill these roles.

Schmeltz – Neil's mandate as the VP is up for renewal. He will most likely roll into his next term. At the ExCom level you can have two, four-year terms in a position then you vacate the position. Typically, if the group is happy with the work you are doing, they will encourage you to continue into the next term.

Walker – Are there any updates on the copyright issue?

Pansic – They have updated the agreement to reflect the position of USACE participants and people who work for the US government. People online are trying to catch copyright infringement. We do not want this to be a deterrent for people being involved. Many of the people who participate in working groups and provide images and items for the reports do not have the time to be experts in copyright law as well.

Manous – The initial issue is whether an individual can commit the government to the liability of a work that is not part of the jurisdiction of the government. The direction forward appears to be that the USACE will have participants sign a form that clarifies their role(s) reference copyright liability and there is an individual liability when signing the PIANC copyright release. In the past this has not been an option from the government perspective because the court decides who is held responsible. Manous has requested an update from the USACE Office of Counsel before Thanksgiving. The resolution is most likely a requirement for USACE employees sign a USACE document verifying their personal liability before signing the PIANC copyright document.

5. PIANC 2020 Virtual Yearbook – *Manous*

Manous – This is an annual report where we put together articles of what we've done this year.

5.1. Submission Suggestions

5.1.1. Jessica's article with links to the webinars. (TAB D)

5.1.2. 2020 PIANC Events that US leaders attended

5.2. Yearly Report

5.2.1. Previous Submission (TAB E)

5.3. Deadline 1 FEB 2021

Manous – Requesting articles and updates from everyone prior to Christmas. **Double check on the deadline for this.**

6. PIANC Leadership Vacancies – *Waltemire*

6.1. Nominations for CoCom Chairman Due 31 DEC (TAB F)

Waltemire – Currently Ed Schmeltz is a co-chair.

6.2. Nominations for Vice – President of ExCom Due 31 DEC (TAB G)

Waltemire – There are 4 vice-presidents on ExCom. Currently Nick Pansick serves as one of them. Neil Lawson's term (Australia) is ending and they are looking for nominations.

6.3. Process for sending out call for nominations

Waltemire – What has the process been in the past? Has this been distributed to all members as a call for nominations or do the commissioners nominate internally? Nominations are due by 31 DEC. Need to move quickly due to the holidays.

Schmeltz – We need to find someone who is willing to do it. We want to make sure they can support the level of activities. A fair bit of it is the travel that is involved. Typically, the VP roles are filled by people who are physically in those regions. Neil's position would either be continued or would be filled by someone else from his region.

Manous – **We need to vet the nominations. This coordination will take place around the 20th of December. Members of the board or anyone else should contact the perspective person for nomination directly and forward the name to Waltemire. She will collect the names and we will share that with the board.**

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

Almodovar – This is part of objective 2 of the work plan. The idea initially was to gather input on ideas for trainings, events, webinars etc. This would be in addition to the quarterly webinars that we are already working on. We should figure out the topics that are of most interest to the members for us to put together events. We want to determine the leadership potential of the members of PIANC, so some questions relate to their willingness to lead. The plan would be to put this on the website and have everyone fill it out. Once we survey the existing members, then we can add it to the registration form

when people become members of PIANC so we can expand the database. We can add a question about working group topics. There could be a link to the website that defines what working groups are so new members are informed.

Manous – This is an opportunity for us to discover what other opportunities PIANC can offer to add value. We could expand the questions on the survey to figure out what type of virtual events people are looking for such as how many a year, how long would the ideal webinar be etc. We can also receive input on the technical content and the manner of how they would participate in it. Suggests moving the survey in a broader direction.

Sanchez – Would be curious about the questions to use in the survey for how relevant it would be.

Suedel – Agrees with this idea and expanding the survey to figure out topic areas that are relevant to all commissions. Willing to fill it out and send it to other EnviCom members for their feedback.

Armbruster – The challenge would be how responsive members would be, and how to make it broad enough to capture the interest but not so long that people do not respond.

Almodovar – Thought the question about topic ideas could be open ended so it does not make it too specific and make people think that we are only focused on certain topics area. **Suggests that the principal representatives put together a list of topics relevant to their commission to include in the survey about working group topic areas.**

Manous – Will work with Waltemire on how we can distribute this. Almodovar and Jessica will send the updated version. Waltemire will compile additional working group topic areas and forward to Almodovar for final edits prior to the December meeting.

8. PIANC America Conference – *Creech*

Creech – Nothing new to report. We are tracking potentially 2023 for the PIANC America conference. Consensus within the steering committee for PIANC Americas is to wait for more stability before deciding on a date.

Manous – There was a plan to have a conference in December 2020 focused on Central and South America to bring together new groups and parties with a common America's focus. Creech has taken the lead in coordinating this group. Original location would have been in Miami FL.

9. Port's 22 Planning Meeting (TAB I) – *Manous*

Manous – Has attended the planning meetings. PIANC USA has been partnering with ASCE COPRI on their tri-annual PORTS conference. Next event scheduled for Sep 2022 in Honolulu, Hi. Deadlines on call for papers, when abstracts are due, etc. can be found in the attachment. They are still trying to decide if 2022 is a feasible date.

10. Marine Board Virtual Summit – *Walker*

10.1. 09 NOV 10, 10 am – 4:30 pm ET

10.2. Jim Walker Plans to attend

Walker – The main issue is related to USACE funding. Funding has been cut in the past for USACE participation with the TRB but USACE has continued participation with the Marine Board. This year both the TRB and Marine Board participation fees from USACE have been funded. Will be talking with Scott Brotemarkle and Kevin Knight on opportunities for PIANC-USA engagement. The Marine Board provides reports and set standards. Scott Brotemarkle serves as Program Director for the Marine Board as an employee of the National Academies. Will see if Scott can join a PIANC-USA meeting at some point to provide an overview. CMTS structure/engagement is more an affiliation of federal agencies, whereas the Marine Board has greater inclusion of academia and research topics.

Manous – Plans on participating for part of the virtual summit. National Academies of the US have under them 1 organization called the Transportation Research Board. Under the TRB there are several sub-elements. One is the Marine board. The TRB meets annually in January and is the largest transportation conference in the world. The marine board focuses on inland and oceanic navigation. Suggests an overview for this group as to what the Marine Board does.

Heffron – The Marine Board meeting is an outstanding venue to present the products from the working groups. As well as the TRB annual meeting. You are also exposing PIANC in general which could increase membership.

11. PIANC America Update – *Creech*

Creech – PIANC America initiative was born out of conversations from Smart Rivers conferences in 2015. Since 2015 there have been two Smart Rivers, COPEDEC, World Congress etc. Because of those conferences in the Americas, there has not been a need to establish the PIANC Americas conference but now there are no events scheduled in the near future. The goal is to organize events relevant to the national sections and qualifying members in the Americas and work with countries in the Americas who want to become national sections. We held three meetings with key leaders from these countries. Nine to ten countries have been represented so far at these meetings. The last meeting focused on the goals of this larger group. The US and

Argentina are the main national sections that plan events. The national section in Colombia is growing. Within this context, the group recognizes that representation in the working groups from members in the Americas tends to be limited. It is challenging for the qualifying members to stay up to date on the happenings in the working groups and PIANC in general due to lack of that involvement. The focus will be to move towards virtual events rather than the in-person PIANC Americas event. There are other regional groups as well and we want to have a webpage developed for PIANC Americas similar to those other regional groups so people can stay up to date.

12. PIANC USA Board Meeting and Annual Meeting – *Manous*

Manous – The proposal is to have an annual meeting where the principal reps can provide updates on their commissions to the membership (15 minutes each). We will also hand out certificates to PIANC members who participate in the publication of working group reports. Would also propose a keynote speaker such as Nick Pansic from ExCom to provide an update on the direction of PIANC. Include a panel discussion at the end to receive input from the membership. The morning would be a normal quarterly commissioners call. Should this be open to the entire membership or just those who normally participate in our quarterly calls? Manous suggests opening it up to everyone.

Almodovar – Agrees that it should be open to all members so they can have an update on what we have been working. Concerned about the date with COVID. Concerned about the virtual element with presenting the certificates that it would not be as impactful.

Schmeltz – We had annual meetings for PIANC at one time. Conceptually it is a good idea. If there are certain issues that are sensitive to the entire membership, we could have a short executive session prior to opening it up. In the past, a YP who one a paper contest presented.

Marino – In the past it has come down to timing and making it in conjunction with another event already scheduled. It is challenging for the leaders from the ASA's office to attend the entire event so that could warrant a smaller executive session.

Walker – The national dredging meeting is now in the June/July time frame. This could be a logical link up and would draw USACE participation. TRB could be another option. January will be tied up with inaugurations, new members of congress, prep for Presidents' budget etc. That may present additional challenges for the ASA's office.

Pansic – Can we still offer a virtual meeting/event of some sort in the first quarter that is broader and not focused specifically on a commission?

Walker – We could have pre-recorded presentations and give people an opportunity to view them then attend a panel discussion to ask questions.

Almodovar – Topic could be the situation of the navigation industry in the US as a result of the pandemic and discuss response options.

Manous – Is there agreement that the annual meeting should be aligned with the dredging meeting in June? When you tag this onto another virtual event, people need a break. Benefit of having it earlier is that we will increase the connection sooner.

Heffron – Concerned that if you are trying to tack on this meeting to another virtual meeting it will be challenging for people in various time zones.

Pansic – In favor of something sooner rather than later since both now and June would be virtual.

Schmeltz – January seems to early from a planning perspective. Suggests April.

Almodovar – Suggests April/May so the change in leadership will have already occurred. Once we have established this annual meeting, we can rotate the meeting between the time zones.

Manous – **Summary of discussion**

- **Decision is for an Annual meeting to be held in Apr 2021.**
- **First calendar year PIANC-USA Board of Commissioners' meeting will be held in Feb 2021**
- **Additional consideration will be given by the PIANC-USA staff on alternative virtual events for the first quarter.**
- **Heffron with MarCom will help develop content for the PIANC-USA webinar for the first quarter of the CY.**

Fisher – We probably will not have an ASA(CW) by January but we may have a hold over ASA(CW) by April/May.

12.1. Inviting all PIANC USA members

12.2. Updates from Principal Representatives to PIANC Commissions

12.3. Presenting certificates to working group publication participants

12.4. Hybrid in-person and virtual in Washington D.C

12.5. Draft Agenda (TAB J)

12.6. January Date – Will send Doodle Poll

13. Review of Remaining Action Items from 15 SEP Meeting – *Manous*

13.1. Waltemire/Manous – review need for an agreement by users of PIANC-USA logins concerning sharing of information (reports) they access. – Will discuss at next quarterly commissioners call

13.2. Schmeltz will check with ExCom on what they have decided for the COPEDEC conference schedule. Postponed until at least 2022 and possibly beyond that.

13.3. Walker and Manous will work on a plan to include a commissioner in the Marine Board meetings. Will work on having this added to the agenda to discuss with MG Graham for PIANC to make a presentation at a Marine Board meeting to share what we are working on. *On-going*

13.4. Members of ExCom please communicate with Waltemire about accurate dates of events on the work plan prior to the next meeting on November 3.
COMPLETE

13.5. Creech and Manous will draft a meeting agenda for the January in-person meeting to discuss on November 3rd. COMPLETE

13.6. Waltemire will add potential work group/task group topics from the TG 181 report to the work plan. – COMPLETE

13.7. Almodovar and McIntyre will draft the membership survey to discuss at the November 3rd meeting. – COMPLETE

13.8. Waltemire will search the archives for any promotional documents that exist. – COMPLETE, Added to website

14. Upcoming Events – *Manous*

14.1. 30 Nov-4 Dec 2020, “PIANC 2020 Asia Pacific Conference (APAC)”, Freemantle, Australia, <https://www.pianc2020.com/> (**Hybrid Event**)

14.2. 23 May 2021, “PIANC Annual General Assembly (AGA)”, Bristol, United Kingdom, <https://www.pianc.org/events> (**2-day virtual event**)

14.3. 4-6 May 2021, “AAPA Latin America Congress of Ports”, Cartagena, Colombia

Walker – Still discussing an in-person event but no formal updates currently.

Almodovar – We need to discuss with Creech as to whether we should put together a meeting at this event for PIANC Americas.

14.4. 7-10 Sep 2021, “Australasian Coasts and Ports”, New Zealand

14.5. 26-29 Sep 2021, “AAPA Annual Convention”, Austin, TX

15. Next Quarterly Meeting

February 2021

16. Closing Remarks – *Manous*

Manous – Do we need another call between now and February to discuss the work plan?

Yes – After thanksgiving before Christmas to review the work plan and what our immediate actions are.

Principal reps are invited to that meeting but do not have to participate.

Waltemire will send out the updated survey to everyone.

Heffron – Thought on the webinars. Open advertising to sister organizations.