

2016-07-19_HEEP Board Meeting

Tuesday, July 19, 2016 12:48 PM

Meeting Date: 7/19/2016 1:00 PM

Location: Webex/Conference Call

Link to Outlook Item: [click here](#)

Invitation Message

Participants

- [Starr, Jon](#) (Meeting Organizer)
- [Dyrdahl, Michael](#) (Accepted in Outlook)
- [Anderson, Brandon](#) (Accepted in Outlook)
- [Dan Belcher](#) (Accepted in Outlook)
- [Denise Reis](#)
- [Diane Gunsch](#) (Declined in Outlook)
- [Mark Suarez](#) (Accepted in Outlook)
- [Martin, Kevin \(KYTC\)](#) (Accepted in Outlook)
- [Rande Robinson](#)

Action Items:

- Mark- get attendee list of who attended Istanbul and send the 2016 IHEEP invitation to all attendees. (Kevin will send the photo copy of the handwritten attendees to Mark).
- Jon- review last conference meeting minutes and carry forward action items.
- Mike- will have Ernie create location on website for minutes.
- BOD members- get agenda items to Jon for agenda in Helena.
- Mike- review budget and contact area directors on opportunities to send delegates (hooked on HEEP concept to get people involved).
- Jon- set up a meeting near end of August for final BOD meeting before conference (august 15 or 22)

Notes

- Istanbul Area 5 meeting
 - Attending area V meeting- good investment of funds? Brandon- great conference, build relationships with the other countries, idea gathering. Six countries in attendance this year. Kevin- Good trip and conference; not as technical and hands on with work as we are. Learned a lot from what those countries have implemented, student presentations good. Technical tour was amazing. More prepared if we go next year with the information they are looking for (more financial related). Only way to build the relationships with those countries and attendees. Dan- enjoyed, met technical resource. How do we capture what we learn and bring the information back to distribute? Conference centered around finances and budgets rather than technologies. They are getting into performance based measurements and asset management now. Transportation was good, picked up at airport, buses, etc. Paid some costs for Americans. Location is usually decided in December for where the meeting will be located.
 - Lessons Learned to consider for next year:
 - Croatia may host next year...
 - Kevin had relationship with Sircon? Helped with communication to have a direct contact.
 - Nail down earlier where the host city/facility is?
 - Get to know the Area V attendees at the IHEEP conference to build relationship.

- Area 5 Attendance at IHEEP 2016
 - Mark is the liaison with Area V this year. Mike- offering andrew's attendance (full ride), and a full ride for the student (has corresponded and registered). Diane is sending a letter to invite. 6 additional folks, but only registration and hotel (no airline). Mike reducing from 10 to 8 this year per budget. Turkey paid for almost everything for Area V expenses this year. Had budgeted \$12,000, only spent \$4000 due to Turkey's commitment.
- Area 5 in 2017
 - Do we want to participate? No opposition to participating, decision of Kevin on how to cover 2017 Area V travel.
 - Who goes, how many funded, order of precedence, and structure of Area V attending U.S.
- IHEEP 2016
 - Registration
 - Registration is currently at 40 attendees. Several committed to attend, but haven't registered. Vendor numbers are great, but haven't registered at this point. Denise had a lot of registrations at the last minute also.
 - Sponsorship
 - Currently at \$125,000 with goal of \$150,000. Ernie Cochran has done a good job. Mark- don't identify that vendors sponsored certain events, limits some states from participating. Should not be included in the agenda. Currently no reference in agenda for sponsorship events other than the SIG event (Bentley event and not HEEP event).
 - Conference Agenda
 - Agenda is currently full, is now opening up another track (4th). Autodesk joined a few weeks back. Higher level sponsors may need to be limited on # of presentations they can give. Something for future leaders to consider.
 - Monday am- Jon in charge of HEEP roll call. Ask area director's; someone will need to represent area 1. Jon will present agenda for annual business meeting. Jon will take notes during the business meetings.
 - Mark S. will introduce the vendors.
 - Kevin- invitation will occur during the Monday morning session rather than the banquet.
 - Annual Biz meeting
 - Get agenda items to Jon for agenda.
 - Attendee reports- Jon
 - Area reports are valuable was consensus from survey two years ago. Mike- spent a lot of time writing area reports in past and didn't get follow up calls. Have heard from people recently when asked about specific software.
- Sponsor US members this year- Money may be available, contact Mike if you have a need. Mike will review his budget and reach out to Area Directors.