



Emerging Professionals

9.8.2022 | 11:00am -12:00pm | Teams

MINUTES

1. Call to Order & House Keeping (Jessica) – Called to order at 11:02am
 - a. Volunteer for Note Taker – Amanda Inman
 - b. Agenda Overview
 - c. [Conflict of interest](#) – No conflicts noted
 - d. Agenda changes
2. [Review Previous Meeting Minutes](#) (Jessica)
3. Discuss Meeting with the PR Committee (Jessica)
 - a. Kelly, Cassie, and Jessica met to discuss collaborating with PR Committee for our branding and Committee launch.
 - b. Cassie will sit in and introduce EP committee to PR committee
 - i. Ideas for specific branding for EP
 - ii. Campaign around generating/building an EP list in member firms
 - iii. Promoting special EP rate for conferences
 - iv. Build branding around EP-specific things at conferences
 - c. Discussion about what the ask is for PR
 - i. Group said it's to get help with promoting EP internally within ACEC
 - ii. Kelly said the PR committee has been looking for ways to help committees
4. Update on [DFD Conference](#) Events (Jessica)
 - a. Advertising a promotion for 1st time attendees and EP's
 - i. "rate for members 35yrs old or younger"
 - b. Breakfast and lunch tables specific to EPs
 - c. Will have name tag
 - i. Group thinks a ribbon that people can choose to wear is preferred
 - ii. Ribbon: "Emerging Professional"
 - d. Happy hour after conference
 - i. Should we "compete" with current networking reception?
 - ii. Group thinks we should start at same time and people can choose
 - iii. Will happen at Young Blood
 - iv. Promote at EP lunch table during conference
 - v. **Action:** Kelly to invite Board Chair Steve Wurster to the happy hour or the opening coffee networking time.
 - vi. **Action:** Survey conference and Happy Hour EP attendees to populate the distribution list and determine interest in future events.
5. Civil 3D Workshop
 - a. Initial approach was to have a happy hour, not renting out rooms
 - b. Kelly said we could make use of the platform that has more capabilities than Teams or Zoom



- c. Decision: EP will only be doing a virtual meet up for this conference.
 - i. Lunch time on Thursday
 - ii. Set up like a virtual speed dating round
 - iii. Only people attending the Civil 3D Conference will be allowed to attend
 - iv. Will use zoom for break out room capability
 - d. **Action:** Add virtual meet up to the Civil 3D conference agenda
 - e. **Action:** Jessica will gather list of which sessions EP members are attending and have committee members give a brief update on EP and upcoming virtual event. Jessica, Harry, and Amanda will be attending.
 - f. **Action:** Andrew will set up a separate table for EP to gather throughout the conference between sessions and during the happy hour.
 - g. **Action:** Survey conference EP participants to populate the distribution list and determine interest in future events.
6. Other Meetings/Events
- a. Plan to wait until after New Year and can learn from DFD and C3D
 - b. Tentatively plan for February 2023 for an in-person EP event.
7. Update on other ACEC WI committees (Kelly)
- a. Kelly said not much to report that affects EP committee
 - b. Gil said each committee likely has EP goal within each committee
 - i. Should we have liaisons from EP Committee go to each other committee to see how this committee can help those other committees
 - ii. Help meet other committee's goal of getting EP attendance, as well as help EP's to transition to those other committees in the future
 - c. Tia offered the idea that other committees can sell themselves within our EP Committee
 - i. 5-minute elevator speech to our committee
 - ii. Or a "Committee Open House" event that EPs can attend, not just EP Committee members
 - d. Dave suggested having Board Liaisons of those committees bring up the idea of having an EP Committee member attend and/or other committee member attend Committee Open House event
 - i. **Action:** Dave will reach out to Steve to get Board's perspective
8. Meeting adjourned at 12:03pm.