Membership Engagement & Belonging Committee Meeting
Agenda
Date/Time: Wednesday, Feb. 28 from 2:30-4 PM
Location: 201 N. Illinois St. Indianapolis, IN

<table>
<thead>
<tr>
<th>Name</th>
<th>Firm</th>
<th>Position</th>
<th>E-mail</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schmidt, Emily</td>
<td>Infrastructure Engineering</td>
<td>Chair</td>
<td><a href="mailto:eschmidt@infrastructure-eng.com">eschmidt@infrastructure-eng.com</a></td>
<td></td>
</tr>
<tr>
<td>Pope, Chris</td>
<td>United Consulting</td>
<td>Board Liaison</td>
<td><a href="mailto:chris.pope@ucindy.com">chris.pope@ucindy.com</a></td>
<td></td>
</tr>
<tr>
<td>Brown, Kiyett</td>
<td>Crawford, Murphy &amp; Tilly</td>
<td></td>
<td><a href="mailto:kbrown@cmtengr.com">kbrown@cmtengr.com</a></td>
<td></td>
</tr>
<tr>
<td>Day, Jon</td>
<td>USI Consultants</td>
<td></td>
<td><a href="mailto:jday@usiconsultants.com">jday@usiconsultants.com</a></td>
<td></td>
</tr>
<tr>
<td>Dohrenwend, Jackie</td>
<td>WSP</td>
<td></td>
<td><a href="mailto:jackie.dohrenwend@wsp.com">jackie.dohrenwend@wsp.com</a></td>
<td></td>
</tr>
<tr>
<td>Hammill, Taylor</td>
<td>CHA Consulting</td>
<td></td>
<td><a href="mailto:thammill@chasolutions.com">thammill@chasolutions.com</a></td>
<td></td>
</tr>
<tr>
<td>Hillen, Beth</td>
<td>Metric Environmental, LLC</td>
<td></td>
<td><a href="mailto:bethh@metricenv.com">bethh@metricenv.com</a></td>
<td></td>
</tr>
<tr>
<td>Lai, Lauren</td>
<td>Guidon Design</td>
<td></td>
<td><a href="mailto:llai@guidondesign.com">llai@guidondesign.com</a></td>
<td></td>
</tr>
<tr>
<td>LaMar, Maggie</td>
<td>HDR</td>
<td></td>
<td><a href="mailto:maggie.lamar@hdrinc.com">maggie.lamar@hdrinc.com</a></td>
<td></td>
</tr>
<tr>
<td>Limiac, Chris</td>
<td>Butler, Fairman &amp; Seufert</td>
<td></td>
<td><a href="mailto:climiac@bfsengr.com">climiac@bfsengr.com</a></td>
<td></td>
</tr>
<tr>
<td>Madrid, Mike</td>
<td>Highway Safety Services</td>
<td></td>
<td><a href="mailto:mike.madrid@hss-mmco.com">mike.madrid@hss-mmco.com</a></td>
<td></td>
</tr>
<tr>
<td></td>
<td>CDM Smith</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mowery, John</td>
<td>VS Engineering, Inc.</td>
<td></td>
<td><a href="mailto:jmowery@vsengineering.com">jmowery@vsengineering.com</a></td>
<td></td>
</tr>
<tr>
<td>O’Brien, Pat</td>
<td>EPIC Insurance Midwest</td>
<td></td>
<td><a href="mailto:patrick.obrien@epicbrokers.com">patrick.obrien@epicbrokers.com</a></td>
<td></td>
</tr>
<tr>
<td>Peterson, Mindy</td>
<td>Parsons</td>
<td></td>
<td><a href="mailto:mindy.peterson@parsons.com">mindy.peterson@parsons.com</a></td>
<td></td>
</tr>
<tr>
<td>Pohl, Alex</td>
<td>Kimley-Horn</td>
<td></td>
<td><a href="mailto:alex.pohl@kimley-horn.com">alex.pohl@kimley-horn.com</a></td>
<td></td>
</tr>
<tr>
<td>Raines, Jenny</td>
<td>Michael Baker International</td>
<td></td>
<td><a href="mailto:jenny.raines@mbakerintl.com">jenny.raines@mbakerintl.com</a></td>
<td></td>
</tr>
<tr>
<td>Raman, Samir</td>
<td>CTL Engineering</td>
<td></td>
<td><a href="mailto:sraman@ctleng.com">sraman@ctleng.com</a></td>
<td></td>
</tr>
<tr>
<td>Secrest, Meredith</td>
<td>Kaskaskia Engineering Group</td>
<td></td>
<td><a href="mailto:msecrest@kaskaskiaeng.com">msecrest@kaskaskiaeng.com</a></td>
<td></td>
</tr>
<tr>
<td>Swango, Shelby</td>
<td>Hanson Professional Services, Inc.</td>
<td></td>
<td><a href="mailto:sswango@hanson-inc.com">sswango@hanson-inc.com</a></td>
<td></td>
</tr>
<tr>
<td>Warren, Anthony</td>
<td>Shrewsbury &amp; Associates</td>
<td></td>
<td><a href="mailto:awarren@shrewsususa.com">awarren@shrewsususa.com</a></td>
<td></td>
</tr>
<tr>
<td>Wolf, Zach</td>
<td>American Structurepoint</td>
<td></td>
<td><a href="mailto:zwolf@structurepoint.com">zwolf@structurepoint.com</a></td>
<td></td>
</tr>
<tr>
<td>Wood, Karen</td>
<td>SJCA Inc</td>
<td></td>
<td><a href="mailto:kwood@sjcainc.com">kwood@sjcainc.com</a></td>
<td></td>
</tr>
<tr>
<td>Dunn, Shelby</td>
<td>ACEC Indiana</td>
<td></td>
<td><a href="mailto:Sdunn@acecin.com">Sdunn@acecin.com</a></td>
<td></td>
</tr>
</tbody>
</table>

*Note: The seat on the ACEC Committee is for the firm. If a firm representative is not able to attend a meeting, he/she is not able to attend, he/she may send another representative from the firm to sit in.*

1. Welcome and reminder of committee goal and charges.
   a. **Goal: Foster an engaged, inclusive, and diverse ACEC membership**
      i. ACEC Indiana membership is membership by company.
   b. Half-way recap of mini strategic plan implementation and progress.
      i. **See attachment 1**
      1. **ACEC Mentor Protégé Program will begin July 1, 2024- June 30, 2025. New member firms have already expressed interest in Program.**
      2. **Working on membership retention and engagement opportunities**
      3. **Hospitality hosts at events have worked effectively so far**
4. Continue to highlight DBE/XBE firms on posts
   a. Calendar of events created. Committee encouraged to share ideas with ACEC staff.

2. Review of ACEC Indiana membership survey results.
   a. See attachment 2
      i. Emerging Professional number was smaller than anticipated (14 people) compared to mid-career and owner (55/56 people)
      ii. 114 responses in open-ended questions
      iii. Q5 - Barriers to attending events.
         1. Travel time-being north and south hard to be in Indy,
         2. 90% of ACEC Indiana member firms are HQ’ed in central Indiana
            a. ACEC had northern and southern roundtables, stopped hosting prior to Covid due to lack of participation.
            b. Leadership made decisions to stop hosting regional meetings in the north/south
               i. Frequency of north/south events-one per year
               ii. A small number of attendees, most were from central Indy traveling to the regions.
               iii. ACEC hosts virtual meetings/webinars to attract members from across the state.
         c. Free events the ACEC offers-
            i. Coffee with Colleagues (quarterly).
         d. Getting on ACEC list-
            i. Firm Primary contact must add employee emails.
            ii. Attend an event, staff then sends invite to create a profile
            iii. ACEC reminds firms at renewal time to add employee emails
      iv. Q6 – services would you like ACEC to provide:
         1. Having coffee with colleagues-for emerging professionals (already have 3 events per year, if they are connected to ACEC?)
            a. Recurring attendees to those events
         2. Government-legislative process
   v. Q11-reason to attend events.
      1. Over 50% stated networking
      2. 35% keep current on industry issues.
   vi. Q13 – how should ACEC engage employees at firms?
      1. Have liaison member reach out to employees to send out information.
         a. Have emerging professional or mid-level professional as point person for ACEC Indiana liaison at firms outside of Primary Contact who handles renewal/invoices/etc.
         b. New Newsletter Subscription button on ACEC Indiana website for employees to get on the email list.
   vii. Q20-what DEIB content would you like ACEC to provide?
      1. Continue hosting Diversity Fair
      2. More DEIB training
      3. Member highlights on social media
         a. Success stories
      4. DBE – firm, have 2-min presentation on elevator speech at events to introduce themselves.
3. Supplier Diversity Research Study for SB 133.
   a. Read about and Watch SB 133
   b. Compare and contrast the different XBE programs.
   c. Data to be collected by the end of May.
      1. IDOA wants certifications for MBE/XBE/DBE streamlined to be the same, the goals and certifications.
      2. Bill is moving to summer study committee-what are the differences between certifications?
      3. If next year, ACEC wants to bring data on why it may or may not be not a good idea to make it the same requirement and process across the agencies to become certified.

4. ACTION ITEM Research-task force to create a data resource for ACEC lobbyists and staff to provide to legislators.
   a. Karen Wood to chair- Need Volunteers to help research the different agencies, ( IDOA, IAA, INDOT, City of Indianapolis, Fort Wayne) and create an excel with the differences and commonalities.
   b. Need 1-2 more volunteers to help Karen Wood

4. Host/Hostess at the Diversity Businesses and Majority Firms Networking Fair
   a. Next Event for Host request, Engineering Excellence Awards, April 25th
      i. Any committee members attending? Lunch – Thursday, 11:30-1PM
      ii. Volunteers?
         1. Pat O’Brien
         2. ACTION ITEM: Email Shelby if you already plan on attending and want to serve as a Host for “First Time attendees”

5. Diversity & Inclusion Resources
   a. Scan QR code to view DEI Resource page.
   b. Any fresh resources to include?
      1. Share with Shelby any new resources you come across. Submit online here: https://www.acecindiana.org/page/DEIResources
   c. Any volunteers to write a blog post about a DEI topic?
      1. Lauren Lai volunteered to write a blog/article on a DEI topic.
      2. Submit to Shelby by April 4th to be included in April Short List and posted to DEI Resource page.

6. DEI Spotlight Calendar
   a. Calendar has been started here
   b. Scan QR code to view Calendar.
   c. ACTION ITEM: Any upcoming events to feature? Send Shelby Dunn a social media post idea. Could be testimonial, highlighting your firm or someone else in your firm.

7. Upcoming DEI Events that will replace Indiana’s 2024 Spring Event
   a. ACEC Research Institutes Engineering your Dei journey: Client Perspectives and Industry Progress on March 5 from 12:15-1:30 pm. Scan QR code to register complimentary.
      1. Before the webinar, download and read the Diversity Roadmap: DEI&B Maturity Model for Engineering and Design Services
      2. The Diversity Roadmap provides engineering firms representing the built environment with a structured approach to assess, monitor, and advance their DEI&B efforts. It allows them to align with industry standards, attract diverse talent, and create an inclusive workplace that promotes innovation, creativity, and sustainable growth. FREE resources for member firms.
3. ACEC National DEI Webinar was hosted on March 5. **ACTION ITEM:** Watch presentation Recording. ACEC Indiana will continue to share and promote these complementary opportunities as well as work with other ACEC’s in our region to cross promote DEI webinars. Share with your firm the benefit of participating in the upcoming Roadmap Survey.

b. Any other events to promote to ACEC Indiana membership? Virtual or in person?

8. Goals for Next Meeting
   a. Summary of Kep Supplier Diversity research findings.
   b. Summary of action from Vulnerable Member Survey, Outreach to be made?
      i. Task force to help create a survey for member firms who may not take full advantage of their ACEC Indiana membership. Once survey is complete the task force will meet then review the results and identify committee member firm ambassadors to reach out to member firms directly.
         1. Jacie Dohrenwend to chair and Karen Wood to assist.
         2. **Action Item:** Need a few more volunteers to serve on this Engagement Survey Task Force. Reach out to Shelby Dunn to volunteer.
   c. Summary of key findings from Research Institutes roadmap webinar

9. Unfinished business or other discussions?

10. Upcoming ACEC Events
    a. PSMJ PM Bootcamp- April 3-4th
    b. EEA Ceremony- April 25th
    c. Pinnacle Leadership Series- Deadline to register March 15th
    d. STD- Scholarship Golf Outing- July 11th

11. Next Meetings
    a. Wednesday, May 1 from 2:30 to 4 PM - Meeting date and time changed to Tuesday, June 12 from 2:30-4 PM