

QBS Committee Meeting Minutes
May 15, 2018 2:30 PM
Offices of CHA Consulting
300 S. Meridian Street
Indianapolis, IN 46225

Attendees:

Name	Firm	E-mail	Present	Call-In
Henkel, Dave	CHA Companies	dhenkel@chacompanies.com	<input type="checkbox"/>	<input type="checkbox"/>
Canfield, Cash	American Structurepoint	ccanfield@structurepoint.com	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Al Abbas, Susan	Lochmueller Group	SAlabbas@lochgroup.com	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Brown, Brian	EMH&T	bbrown@emht.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cochrane, Andrew	Shrewsbury & Associates	acochrane@shrewsusa.com	<input type="checkbox"/>	<input type="checkbox"/>
Combs, Jesse	Bollinger, Lach & Associates	jcombs@bollingerlach.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hawkins, Bill	Strand Associates	bill.hawkins@strand.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hinds, Shari	USI Consultants	shinds33@aol.com	<input type="checkbox"/>	<input type="checkbox"/>
Kelly, Rodney	the etica group	rkelly@eticagroup.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Maurovich, Mike	American Structurepoint	mmaurovich@structurepoint.com	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sheets, Carly	Butler, Fairman & Seufert	csheets@bfsengr.com	<input type="checkbox"/>	<input type="checkbox"/>
Wilkinson, Scott	Beam, Longest & Neff	swilkinson@b-l-n.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Werner, Tim	Ciorba	twerner@ciorba.com	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Zhou, D Jenny	Michael Baker International	Jenny.Zhou@mbakerintl.com	<input type="checkbox"/>	<input type="checkbox"/>

1. Dave provided the introduction and asked for comments on February minutes.
 - HB 1374 Passed, now HEA 1374
 - Link to Discussion: <https://iga.in.gov/legislative/2018/bills/house/1374#digest-heading>

2. Shelby spoke about Blast Statistics
 - Continuing to send out to all of our contacts on file
 - Need to get more blast ideas – Blasts are sent out the 2nd Tuesday of each month
 - The question was raised on whether any other QBS organizations send out e-blasts

3. Shelby spoke about Social Media Presence
 - Discussed the graphic that was released in May and if there are other ideas for future graphics to let Colleen or Shelby know.
 - Twitter and LinkedIn are our two current main sources of social media correspondence
 - Instagram is used for even pictures
 - Follow and Share!
 - Discussed the ACEC Directory App

4. Discussion about Community Presence / Presentations / Conferences

- Brian Brown and Shari Hinds presented at the ACEC Engineering Leadership Program. It was shared with the group that some of the attendees already had an understanding of QBS and its importance, while others did not. This is a good place to present and covers a wide range of ages, companies and therefore clients.
 - Adam Burns and Jeff Clanton presented at Purdue Road School. We will likely not pursue a presentation on a yearly basis, however every other or every third year will likely be our target to keep QBS on the radar.
 - Dave is submitting an abstract for ITE and will present in July if selected.
 - It was determined that SNOW would not be an appropriate conference for us to attend
5. Discussion of Next Years Committee
- Money was left in the budget this year
 - More inventive ways to get the word out such as ad space, sponsorship at conferences, etc.?
 - Possible ideas were as follows:
 - LTAP Printed Directory Ad
 - IACC or AIM program Ad
 - ASCE or ITE brochures
 - INDOT LPA Newsletter, reach out to Cathy Eaton
 - IAWEA – Ad in App
6. Discussion of QBS Offender Response Process
- Inform the committee members and then they can reach out
 - Colleen gets complaint, committee and board is made aware and then provide Colleen with a target for the letter, one-on-one conversation with offender if someone from the board or committee has a relationship, if no-one has a relationship then a letter from ACEC and a follow-up phone call from ACEC Staff
 - If no name is able to be determined for addressing the letter, then the office of the Mayor or Town Manager should likely be targeted.
7. QBS Award was discussed
- To be revealed on Mar. 15th
 - Mike Oberfell to present award
8. Goal Progress was discussed
- E-mail blasts did increase
 - We did give 3 presentations
 - We did attend 3 conferences
 - We increased the number of Entries for the QBS Award from 2 to 5

9. Discussed graphics/materials for the QBS brochure
 - Andrew put together graphic and it worked out great



10. New Business
 - ACEC Indiana presence on Capitol Hill was not as large as normal, possibly due to the passage of HB 1002, May 2019 will be the next ACEC Capitol Hill visit
 - Discussed the idea of getting QBS buttons for the Committee Members to wear at Road School next year.

Upcoming ACEC Events

- June 14 Annual Recognition Luncheon
- June 28 Scholarship Golf Outing
- Aug. 21 HR Forum
- Sep. 19 Environmental Business Conference
- Oct. 24 Diversity Networking Fair