



AIA
Iowa

Meeting Recap

NOTE: *It is the practice of The American Institute of Architects, Iowa Chapter and its members to comply strictly with all laws, including federal and state antitrust laws that apply to AIA Iowa operations and activities. Accordingly, this meeting will be conducted in full compliance with those laws.*

AIA Iowa Firm Leader Town Hall

Wednesday, March 25, 2020, 9:00 a.m.

Zoom Recording Link: https://youtu.be/z8Kio_uYYww

Welcome – Tonia Householder, AIA

Thanks to all of came together today to share stories and learn from each other about steps being taken to address this global pandemic. Membership in the AIA binds the architectural community together and connecting with your colleagues during these troubling times can help.

AIA Resources – Jessica Reinert, Hon. AIA Iowa

Both AIA and AIA Iowa have been working hard at gathering resources for Iowa firm members as well as individual members. The initial list of resources was sent out with this invitation and is in today's ARCH-E-NEWS. We will continue to update this as the week's progress and provide a post-event email later today and online, <https://www.aiaiowa.org/page/COVID19Resources>. Please share your concerns and requests for resource with Jessica at jreinert@aiaiowa.org.

Open Discussion – Meeting Attendees

Discussion Topics:

- Remote Workplace Technology
 - Meeting tools:
 - Zoom, Go to Meeting (tip: when using these technologies turn video sharing off to save bandwidth)
 - File sharing tools:
 - Basecamp, Dropbox, ShareFile, Newforma, Submittal Exchange, BIM 360 (3 free months), Bluebeam for PDF's, Bluebeam Studio
 - [Free access to Autodesk](#)
- Client Management
 - Clients have been willing to meet via meeting technology
- Small Business Support
 - Small Business Administration

- Low interest loans
- Forgivable loans (if certain steps are taken, i.e. not laying off employees)
- Resource: <https://www.medcoiowa.org/forms/covid-19-updates/>
- Resource: <https://www.iowaworkforcedevelopment.gov/voluntary-shared-work-program>
- Business Issues
 - Human Resources Related -
 - Log inefficiencies related to COVID-19 in time sheets
 - Provide a contract for employees outlining the policies and expectations centered around telecommuting/remote work
 - Allowance available to employees for internet and personal devices used while telecommuting
 - [Families First Act](#)
 - Construction
 - Have not seen construction sites shut down to date (03/25/20)
 - Less construction workers on job sites
 - Decrease in product and materials available
 - Project schedule changes will be starting to slow
- Legal Issues
 - Worker Compensation
 - <https://www.natlawreview.com/article/employer-relief-may-be-sight-senate-bill-includes-forgivable-loans-to-maintain>
 - <https://www.jdsupra.com/legalnews/saving-our-small-businesses-phase-three-12007/>
 - Breach of contracts with owners, construction companies
- Employee Morale
 - Attempt to keep employees engaged in a positive way
 - Get-to-know-you lunch meetings
 - Microsoft Teams gatherings
 - Engaging staff 1-3 times per week to talk about updates and reconnect
 - Coworker photo contests
 - Virtual happy hours
- Resources Needed
 - Implications of unemployment - % reductions of time
 - Loans to help cover delayed revenues for accounts receivable
 - Iowa Workforce Development programs
 - Family First Act – employee benefits, paid sick leave, etc.
 - State grants
 - Support AIA Advocacy Committee in their calls for action

AIA Iowa Spring Conference – Dan Drendel, AIA

AIA Iowa would like to invite meeting attendees and firm staff to attend the annual AIA Iowa Spring Conference. The event has changed from an in-person meeting to an online event. This will allow for members from across the state to participate in a safe manner and gain much needed continuing education. Registration information, <https://www.aiaiowaevents.org/2020aiaiolwaspringconference>.

Adjourn – Tonia Householder, AIA

Thank you to all that participated in this call. AIA and AIA Iowa will continue to share resources as they are available. Please reach out to Jessica with questions and concerns.