

**International Right of Way Association
Region 2
2009 Winter Forum
February 12 & 13, 2009**

February 12, 2009

Location:

El Dorado Resort & Casino Hotel, Shreveport, LA

Greetings:

Region Chair, Wayne Goss, SR/WA

The City of Shreveport represented by Mike Strong welcomed IRWA Region 2 to the City. Strong made comments about the Associations important role in the right of way profession and expressed his support of our organization.

Call to Order: Roll Call of Chapters

Present: Chapters **8** (Houston), **33** (Oklahoma), **35** (El Paso/Midland), **36** (Dallas), **39** (South Texas), **43** (Baton Rouge), **51** (Arkansas), **74** (Austin), **75** (Shreveport). Not Present: **39A** (South Texas Valley). Daily roster on file.

Next Meeting: Monday, June 29, 2009

Proceedings

Meeting called to order at approximately 1:00 P.M. by Wayne Goss, SR/WA

Region Minutes – A & M Seminar

Prior to the meeting Keith Core distributed the A & M Seminar minutes via email to each Chapter. With hard copy in hand, each Chapter was asked to review the minutes, a question was called by Chairman Goss, a motion to accept minutes was made by Joyce Montgomery and seconded by John Reed and approved by the Region. Each Chapter was urged to complete workshop plans/speakers/agendas and submit information to Housman and Associates ASAP. Each Chapter has had their workshop topics since August of 2008.

Recognition of Members & Special Guests:

Wayne Goss recognized International President Elect, Sandy Grigg, SR/WA and Randy Williams, SR/WA, International Secretary. All guests, officers, directors in attendance introduced themselves. Special recognition and appreciation was extended to Rita Cavaness and Larry O'Neil for their long time contributions to the Association,

Election of Region Officers

Larry O'Neil, SR/WA, and INEC Representative conducted the Region 2 election. Term of office: two, one year terms. Nominations were as follows: Secretary, Keith Core, SR/WA; Vice Chair, Steve Benson, SR/WA and Chairman, Wayne Goss, SR/WA. Larry O'Neil called for the vote. All officers and directors voted in favor to elect the nominees. 2009 Election of Region Officers complete.

Region By-Laws

Steve Benson and Larry O'Neil discussed issues and also made recommendations that we move forward with development of our By-Laws in accord with suggestions made by IRWA.

Special Announcement

Lisa Harrison formally announced her candidacy for INEC. Harrison asked for the Regions support of her efforts to become an International Officer. Wayne Goss discussed the matter. A motion from the floor in favor of the Region supporting Lisa's request for Region support was made by Laurie Markoe and seconded by Bill Stoll. Goss called for the vote. All Officers and Directors present voted in favor of the motion made by Markoe.

Chapter Reports – 2008

Presidents of each Chapter furnished information regarding their respective Chapters. Prior to the meeting each Chapter submitted Officer and Chapter Reports, these reports are on file with the region. Accordingly, Wayne asked that each Chapter make a brief presentation.

Chapter 8

Laurie Markoe reported the Chapter has **429** members which is a net gain of **18** members since the last Forum. Chapter 8 is going for a goal of 500 members in 2009. (This is the largest chapter in IRWA.)

Chapter Reports – 2008, continued

Chapter 33

Judy Strout reported the Chapter has **198** members which is a net gain of approximately **19** members since the last forum. The Chapter includes **31** SR/WA's, **3** candidates and **38** Certifications. Eleven (11) courses were presented by the Chapter in 2008 and eight (8) are planned for 2009. The Chapter reports being financially sound. The group holds 5 meetings per annum with a typical attendance of 30-40 members and 2 or so guests. The Chapter changed its officer terms from annual to a two year rotation. An annual golf tournament highlights each year.

Chapter 35

Doc Weathers reported the Chapter has **58** members which is a net gain of approximately **4** members since the last forum. The Chapter includes **3** SR/WA's, **3** Candidates and **2** Certifications. One (1) course was presented by the Chapter in 2008; one (1) course is planned for 2009. The Chapter reports being financially sound. The group has 6 meeting per year and reported that the attendance and participation in the golf tourney, social event and scholarship fundraisers greatly exceeded their expectations. 2008 was a year of great accomplishment for Chapter 35.

Chapter 36

Donna K. Harrison reported the Chapter has **396** members which is a net gain of approximately **81** members since the last forum. The Chapter includes **79** SR/WA's, **37±** Candidates and **55** Certifications. Six (6) courses were presented by the Chapter in 2008 and Fifteen (15) are planned for 2009. The Chapter holds 8 luncheon meetings per year with approximately 85 or so inclusive of guests in attendance. The Spring Seminar, with funds dedicated to Hospice of East Texas, presentation of 3-\$1,000 scholarships as well as annual golf tournament are just a few of the Chapter's ongoing activities. The Chapter reports being financially sound.

Chapter 39

Stuart Rouse reported the Chapter has **98** members, with a net gain of **13** members. The Chapter includes **25** SR/WA's, **0** Candidates and **9** Certifications. Five (5) courses were presented by the Chapter in 2008 and one seminar. The Chapter holds 8 meetings per year with approximately 40 members and 5 or so guests in attendance. The group offers 2 scholarships per year in the amount of \$1,500 per scholarship. The Chapter reports being financially sound.

Chapter 39 A

No report submitted.

Chapter Reports – 2008, continued

Chapter 43

Loni Mouton reported the Chapter has 149 members which is a net **gain** of approximately **9** members since the last forum. The Chapter includes **13** SR/WA's, **5** Candidates and **5** Certifications. Two (2) courses were presented by the Chapter in 2008 and others are being considered for 2009. Loni reported that the Chapter revised its By-Laws, established a travel policy and has gone a two year officer rotation. The Chapter reported being financially sound. Chapter 43 holds 6 meetings per year with approximately 20 - 25 members and 2 or so guests in attendance.

Chapter 51

Mark Brodt reported the Chapter has **43** members which is a net **gain** of approximately **23** members since the last forum. The Chapter includes **5** SR/WA's, **0** Candidates and **2** Certifications. One (1) course was presented by the Chapter in 2008 and five (5) are being planned for 2009. The Chapter holds 4 meetings per year and is expanding the reach of IRWA in Arkansas through its offering of Courses. The Chapter reported being financially sound.

Chapter 74

Ron Olderog reported the Chapter has **182** members which is a net **gain** of approximately **23** members since the last forum. The Chapter includes **58** SR/WA's and **6** Certifications. Eleven (11) courses were presented by the Chapter in 2008 and nine (9) are planned for 2009. The Chapter holds 10 meetings per year with approximately 40 members and 5 or so guests in attendance. The Chapter reported being financially sound. The group hosts an annual education seminar and golf tournament with Chapter 39. Additionally, the Blue Santa fundraiser was another success in 2008.

Chapter 74 was recognized for its hosting of the Region Winter Forum and the IRWA International Conference in 2008. Goss commented that the members of 74 have a solid reputation of always being very responsive, innovative, and ready to volunteer. Thank you Chapter 74 for all of your contributions that lead to a very successful International Conference.

Chapter 75

Melanie Cooper was hospitalized and unable to attend the meeting, we pray for a speedy recovery. Wayne reported the Chapter has **about 20** members and that its financial condition was "static".

Chapter Reports – 2008, continued

Wayne Goss requested that the Chapters promptly submit their yearend tax reporting to HQ and send an email to the Region Secretary confirming same.

International Committee Reports:

Asset Management Committee

Sue Findley, Committee Member, gave a brief update on the group's progress in 2008. Finley discussed presentations on Disposal of Excess Property and also People Management, Management of New Comers.

Transportation Committee

David Blakeney, SR/WA, at-large Committee Member, delivered a synopsis of the committee's makeup, duties and responsibilities and the promotion of the IRWA at FHWA Conferences.

Relocation Committee

Tami Benson, SR/WA, RW-RAC, advised the group that 6 Relocation sessions are planned for Indianapolis. Plans for sessions in Calgary are being developed and will be in place. The Committee will be "raising the bar" relative to the experience and qualification requirements of Relocation Facilitators.

IPDC Committee

John Reed reported on the certification of instructors. Lisa Harrison reported that a task force has been formed to address certification and that a preliminary draft doc was in place. Harrison advised that the committee hope to receive comments by June 09 and that all responses should include a detailed discussion relative to the matter. Additionally, she advised that numerous continuing education Courses were under review. John Reed discussed the matter of "self-certification"; the individual would be responsible for certifying credit hours gained through attendance. For instance, if the event offers 24 hrs of re-certification credits the member is responsible for certifying the actual number of ours gained through his or her actual attendance in workshops. Lisa Harrison discussed the matter of "Right of Way Professionals vs. Trade Folks". She stated that, obviously, we all want to be recognized as "Professionals". However, as members, the burden is upon us, not the local PDC Chair, to develop our qualifications, specify our right of way educational back ground, our specific or multidisciplinary areas of expertise and our experience in that area(s).

International Committee Reports, continued

LPA Committee

Connie Real, new committee member from Region 2, advised this committee meets twice a year. Ms. Real informed the group about the Right of Way Best Practices Seminar and indicated the Seminar was available to all Chapters within the Region.

Pipeline Committee

Laurie Markoe, committee member, discussed the Las Vegas meeting, ongoing educational efforts and gaining the pulse on the industry. She also discussed the matter of a "Landowner Survey" which is actually ongoing and being undertaken by member David Sinclair's company. The focal point of the study is to assure the "right of eminent domain" is understood by property owners and being utilized appropriately by government and quasi government agencies in the acquisition of private property rights.

Environmental Committee

No report was given.

Valuation Committee

No report was given.

Membership Committee

No report.

Utilities Committee

No report.

Break – 15 minutes

Education Report and Region Education Calendar

Steve Beck advised the group Sue Findley has prepared the 2009-2011 Education Calendar which will be furnished to the Chapter Presidents in short order. Sue advised the cost of the Region Education Calendar this year will be is paid for by AWS. Each year the calendar is paid for, on a rotating basis, by Piles Whatley; Allen Williford & Seale (AWS) and Integra Realty Resources. Greg Cook advised that 48 courses were submitted for approval, 36 for renewal with the State of Texas. Additionally, he advised seminars are now being renewed annually. Cook also advised Six (6) IRWA courses were recently been approved by the Appraisal Foundation, two for qualifying education, 4 for continuing education.

Minutes Continued,

Presentation:

Judy Strout announced Chapter 33 was making a \$20,000.00 donation to the Education Foundation to assist with the development of and presentation of on-line courses. For on-line courses, Chapters will receive a \$100.00 bonus as well as an amount paid to each Chapter, to be determined, for each of its members taking said course. The on-line courses should be available by June 2009. Georgia Snodgrass inquired as to how the fees/payments to Chapters would be monitored. Judy advised IRWA HQ would handle recode keeping and payments same as with all Courses. Lisa Harrison advised on-line courses in the mill for 2009 include, C104, C400, C402, C403, C105, C303, C200 and C215. Bill Stoll inquired and asked if the on-line courses will provide a profit to IRWA as well as its Chapters. Sandy Grigg answered in the affirmative and said that the profits will trickle down to the Chapters.

Conflict of Interest Statements

Goss advised that the Chapters must submit their Conflict of Interest Statements to the Region annually. Goss advised Core to send out reminders to each Chapter President. Chapter presidents are to submit the forms to the Region Secretary prior to the annual Winter Forum.

International By-Laws Amendment

Goss advised that Region Chairs are being relied upon in the development process. Sandy Grigg and Randy Williams commented relative to this matter and discussed the process, HQ's views and informed the group of progress made to date. Doc Weathers asked if the Chapters should be included in this process. Sandy Griggs replied to Doc, and suggested that the entire group get involved and send their ideas/suggestions to Wayne/Region Chair. The final vote relative to this matter will be taken on Friday of the International Conference in Indy.

Wayne also discussed the matter of Chapter By-Laws and advised Chapter 36 was in the process of updating its bylaws, and 43 and 74 bylaws were recently updated.

Region Realignment Proposals

Wayne advised that the proposal had been withdrawn for review and reconsideration. Two task forces groups have been assigned to the matter, one for Chapter/Region relations and one for Region Policy/Procedure.

Minutes Continued,

Remarks from IEC – PRES Update

Sandy Grigg lead the discussion and informed all that IEC had approved funds for the Quick Books Accounting program for use by all Chapters Sandy spoke on the IRWA Strategic Plan as or “Road Map to Success”. His plan includes four areas of focus; Professionalism, Governance, Horizontal Integration and a Partnership Strategy.

Federal Agency Update

Randy Williams discussed the benefits of PRES and that there is great opportunity for us all by participation in same. South African affiliates may become full members as well as the Japanese. Williams advised that the Federal Update will determine the course of activity after year 2010.

Meeting adjourned at 4:30 PM until 8:30 AM on 2/13/2009.

(Following the afternoon meeting attendees were invited to an evening social and reception hosted by Chapter 75)

Chairman Goss returned the meeting to order at 8:30AM On 2/13/2009.

All Chapters were present and accounted for. (Roster on File)

Greetings by Chair Goss

Region Web Site

Keith Core introduced Rebecca of Dellamark Technologies, and her husband Cornell, to make a presentation to the group relative to the Region website. Rebecca proceeded with a power point and oral presentation. She began with a starting point for the site with focus on a calendar, officers, links to chapter, printable member list. She evised the site being user friendly and its content being useful. The site would have tangible results and allow broad exposure for members; three opportunities, national, regional and local. Updating the site would be up to the purchaser, in this instance the Region, and packages are available through her company for this service. The site can provide a centralized member directory, a contact page, a mission statement, vision statement, offices and the various disciples. Each Chapter could have a one page site on the Region Website. The basics: Build the site, combine a member directory and provide a link or web page for each Chapter. The cost for the service \$3,000.00 development fee(includes the Chapter Web Pages but does not include administration/updates, etc)

Minutes Continued,

and a \$300.00 annual fee to host the site. Maintenance of any website includes “fluid cost” which will have to be negotiated. Rebecca’s email address is: rebecca@dellamark.com and her company’s web site: dellamark.com. The Region website will be owned by Region 2 and can be moved to another “webmaster”. Chapter 36’s website was developed and is managed by Dellamark. Chapter 36, Donna Harrison made the recommendation that we go forward with hiring Dellamark for this service.

Wayne discussed the matter, the benefits and cost. He recommended that we consider Dellamark to develop our website. A motion was made by Bill Stoll to hire Dellamark to develop our site and seconded by Laurie Markoe. Goss called for a vote and the group voted 100% in the affirmative. Goss then instructed Rebecca to move forward with development of the Region website.

Regional Professional of the Year

Steve Beck asked that all Chapters submit nominees for the award by simply completing the required form, which is available on the HQ website, submit same to the Region on or before June 30, 2009. Multiple applications are encouraged. The Region officer will select the award recipient. Applications should be emailed or mailed to the Region Vice-Chair.

Winter Forum - 2009

Wayne Goss opened the discussion relative to the 2010 Winter Forum. Chapters 36 and 43 volunteered to sponsor and host the event. A vote was taken, 8 votes for Chapter 36, 10 votes for Chapter 43. The event will be held in New Orleans on a date to be determined. Chapter 43 will be financially responsible for hosting the event and reception(s).

Education Foundation:

David Sinclair spoke about the benefits of the IRWA education programs and seminars and that all members within should make financial contributions to the Education Foundation Fund. Today, the Foundation is in “good shape” due to the fact that over the last decade or so the committee invested in fixed vehicles and has made money.

2008 A & M Recap

June Housman advised that we were down by 125 participants and the loss to the Region was about \$11,000.00. The 2009 event will be held in rudder Tower, the dates are August 12, 13, 14, 2009. June discussed the trimming of costs and is of the opinion that the profit from the courses will cover our expenses this year. She

Minutes Continued,

indicated that all Workshops should be submitted by March 15. Workshops will be presented in different time frames. Wayne advises that we must have the Program in place as soon as possible so the Region can market the event. The workshop assignments will be emailed to the Chapter Presidents.

Steve Beck asked for ideas and recommendations for this year's Theme. The recommendations were "Aim High", "Economic Stimulus Through Education Investment", "Professional Stimulus Through Education Investment and "Raising the Bar on Education". A vote was taken and this year's theme will be "Economic Stimulus Through Education Investment".

Chair Reception: The following commitments were made by the respective Chapter Presidents.

Chapter 8	\$1,000.00
Chapter 33	1,000.00
Chapter 35	500.00
Chapter 36	1,000.00
Chapter 39	200.00
Chapter 39A	not present
Chapter 43	700.00
Chapter 51	500.00
Chapter 74	1,000.00
Chapter 75	500.00

Golf Tournament

June Housman advised the event is on the books and Rita will coordinate same.

Luncheon

June also suggested that we have an agenda and master of ceremonies for the luncheon.

Hilton

Don Toner mentioned that the pool area becomes "off-limits" too early. He asked June to block the pool side rooms for our use. June will get with hotel to see what can be done about blocking the rooms facing the pool.

2009 A&M Update

Sue Finley stated the Courses this year would be C703, Real Property Asset Management, facilitated by Georgia Snodgrass or Aisha Currie and C103, Ethics in the Right of Way Profession facilitated by Larry Dupree. The instructors have offered to waive their facilitating fees.

Keith Core asked that each Chapter bring the Region up to date on its related workshop. The time for each workshop was discussed and is presented below:

Thursday August 13, 2009:

Opening Session - Chapter 8 - morning

Utilities and Telecommunications – Chapter 43 – 1:30pm to 3:00pm

Highways – Chapter 35 and Chapter 75 - 1:30pm to 3:00pm

Environmental – Chapter 51 – 3:30pm to 5:00pm

Relocation – Chapter 33 – 3:30pm to 5:00pm

Friday August 14, 2009:

Local Public Agency – Chapter 36 – 8:30am to 10:00am

Valuation – Chapter 74 – 8:30am to 10:00am

Pipeline – Chapter 35 - 10:30am to 12:00pm

Old Business

Wayne inquired as to the matter of Old Business. No old business matters were discussed.

Adjourn to Indianapolis International Conference

Meeting adjourned to Indianapolis, Indiana in June.



Keith Core, SR/WA
Secretary, Region 2,
International Right of Way Association