


FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.1	Item Title	President
	Date	7/9/21	Reported by	Sean Merrell PE
	Purpose	2020-2021 Executive Committee Meeting		

OFFICER ACTIVITIES
Provide a brief description here of your Section-related activities since the last meeting.

ITEMS FOR COMMITTEE REPORTS
<ol style="list-style-type: none"> 1. Provide the status of ongoing programs and projects. Discuss their alignment with the Strategic Plan. 2. Is any additional funding, beyond current budget, required to complete planned programs and projects? 3. Provide a list of committee members and/or status of recruitment activities. 4. Is there any additional information you would like to share with Section leadership?


COMMITTEE	Branch/Section Relations Committee (Standing)	CHAIR	Craig Thompson PE
Goal(s):	Support the development and needs of Branches throughout the Section.	Deadline(s):	
<p>Initial conference call with Section leadership and staff. Discussed goals and indentified 2 branches that appear to have some immediate needs - West Texas and Caprock Branches.</p> <p>We are looking to identify leaders in both Branches that can re-engage the Branch members, the leadership group reviewed the rosters of each Branch.</p> <p>The Caprock Branch indentified a couple members that have volunteered to help with the efforts moving forward – one may attend the Leadership weekend in Houston.</p>			

COMMITTEE	Office and Personnel Committee (Standing)	CHAIR	Sean Merrell PE
Goal(s):		Deadline(s):	

Office & Personnel Committee Report for July 9, 2021 Executive Committee Meeting by Executive Director Lindsay O’Leary PE, CAE

- In addition to operational duties, such as leadership database upkeep and maintenance of TexASCE.org and TexasCECON.org, the staff team had a busy spring. The staff team supported the Student Activities Committee for the first-ever virtual ASCE Texas Student Symposium in April and has now switched gears to assist with planning of the first-ever ASCE Region 6 Student Symposium to be held in Houston, Spring 2022. Staff have reached out to Houston-area Convention & Visitors Bureaus to request venue proposals. The staff team also worked with President Elect Patrick Beecher to plan an excellent program for Leadership Development weekend and coordinated all event logistics.
- As a reminder, each committee has an assigned staff point of contact to help level the workload at the Section office. These assignments will be reviewed by the OPC prior to 2021-2022 to ensure the best use of Section resources.
- Lindsay met with Mike Sosa (Operations Specialist/Board Secretary) on 6/3/21 to conduct an annual performance review. **Mike celebrated his 4 year anniversary with the Texas Section staff team in June 2021.**
- Lindsay met with Jenni Peters, CAE (Communications Specialist) on 6/17/21 to conduct an annual performance review. **Jenni will celebrate her 1 year anniversary with the Texas Section staff team in July 2021.**
- Lindsay is making progress in developing a master schedule for the Section office to use in balancing workload and for incorporation into an Annual Operating Planning (AOP). Creating an AOP is a new initiative. It will focus on advancing strategic goals and is a best practice for association management. The OPC will meet with Lindsay this summer to further discuss the master schedule, staff support of committees, creation of an AOP, and options for the possible relocation of the Section office (lease expires 9/31/22).

<ul style="list-style-type: none"> The OPC will meet with Lindsay in conjunction with CECON 2021 this September to conduct her annual performance review. 			
COMMITTEE	Diversity Equity Inclusion Committee (Standing)	CHAIRS	Kate Osborn PE Dora Robles PE
Goal(s):		Deadline(s):	
<p>Provided feedback/input to Strategic planning committee. Would like to have an article in TCE Digital (Victoria taking the lead) introducing our new DEI Committee once we are done finalizing our Mission & Vision statement.</p> <p>Start including inclusion statement in all our TX Section branding materials.</p> <p>Student Symposium ideas: Co-host a social with the YMG to introduce the DEI Committee (I will reach out to Joe Alvarez to get this going and Oscar who works with KCI mentioned they could sponsor it). Invite other societies (SWE, TAMES, etc.) to share material for student attendees. We don't need to have a booth for each but just a table where we can leave pamphlets or information about them.</p>			
COMMITTEE	Past Presidents Council (Standing)	CHAIR	Lawrence Goldberg PE
Goal(s):		Deadline(s):	
<p>The PPC received approval at the March 2021 board meet for the Texas OCEA Award to the Able Pump Station Project – Submitted by HDR and the 2021 ASCE Texas Merit Award to Mansfield Road Improvements Project – Submitted by Jacobs. Request plaques be prepared and coordination with Award Recipients for receiving plaque. Determine presentation of plaque and potential installation ceremony.</p> <p>The PPC secured Craig Thompson as chair of the BRANCH/SECTION RELATIONS COMMITTEE. Craig has been working with other Section members to reach out and re-engage the struggling Branches. West Texas, High Plains, and Central Texas Branches are included on the list. Working to connect these Branches with larger neighboring branches virtually to be included in monthly meeting presentations and develop a mentoring program between the branches.</p>			
ITEMS FOR AGENDA	List items requiring action or discussion here.		
Enter detailed description by overwriting this text.			

FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.3	Item Title	President Elect
	Date	7/9/21	Reported by	Patrick Beecher PE
	Purpose	2020-2021 Executive Committee Meeting		

OFFICER ACTIVITIES
<ul style="list-style-type: none"> - Worked with the Texas Section office and presenters to finalize plans for the Leadership Development Weekend (July 9 – 11). - Supported the Strategic Planning update through my attendance and participating in the Retreat on June 4-5 in Marble Falls. Kacey Paul did a great job providing a highly effective retreat that has advanced the completion of the new Strategic Plan. - Reached out to the Faculty Advisors, Practitioner Advisors, and Student Chapter leadership in Texas to offer to attend and present at one of the Student Chapter meetings in Fall 2021 or Spring 2022. Received feedback from a few Student Chapters to set up dates for my visit.

ITEMS FOR COMMITTEE REPORTS
<ol style="list-style-type: none"> 1. Provide the status of ongoing programs and projects. Discuss their alignment with the Strategic Plan. 2. Is any additional funding, beyond current budget, required to complete planned programs and projects? 3. Provide a list of committee members and/or status of recruitment activities. 4. Is there any additional information you would like to share with Section leadership?

COMMITTEE	CECON Planning Committee (Standing)	CHAIRS	Jennifer Bohlander PE Andrew Domke PE Tiffany Reed-Villarreal PE
Goal(s):	Early bird registration deadline All Program Breakout Speakers set Advertise Social Events including the Opening Ceremony, TCPA BBQ, Awards Banquet and Technical Tour Registration Deadline Attendee preparation via newsletters and CECON app	Deadline(s) :	June 30, 2021 July 2, 2021 July 19, 2021 August 24, 2021 September 14, 2021

CECON 2021 planning is well underway as two full-committee meetings have been held past the kickoff in January. Only a few slots remain to be filled for the breakout speakers but there are plenty of submissions to choose from. The full breakout list will be filled in by July 2nd. A few current Program highlights include: ASCE President Jean-Louis Biaud has confirmed to attend in-person to host the opening ceremony, six panelists have confirmed for the TxDOT Town Hall Panel and Dr. Bertha is returning again to present at the Ethics Breakfast. An AGC-ASCE Panel, two potential keynote speakers, a DBIA-ASCE panel, Legislative Panel and an IRC panel are all under development with anticipation of participants to be confirmed soon. Registration for individuals, sponsors and exhibitors is still open and very active. Early-bird registration ends June 30th.

Committee Members include:

Jennifer Bohlander PE – Co-Chair (2nd Year)
Tiffany Reed-Villarreal PE – Co-Chair (2nd Year) & Sponsorships
Andrew Domke – Co-Chair (1st Year)
Bill Wygle PE – Marketing
John Nett PE – Programs
Ayo Egbetola PE – Programs
Niki Deskus - Programs

David Matocha – Exhibitors
 Ron Reichert – Exhibitors & Advisor
 John Mudd PE – Sponsorships
 Cindy Dong EIT – Finance
 Andres Salazar PhD, PE – Institutes, Lightning Rounds, Posters
 Rich Patrick PE – Institutes, Lightning Rounds, Posters
 Bob Stevens PhD, PE – Institutes, Lightning Rounds, Posters
 Bob Demyan PE – Young Members
 Erika Resendez – Young Members
 LeAnne Napolillo PE – Advisor

☐ The theme is “Civil Engineering: Laying the Foundations of Sustainability” and all speakers are encouraged to present on a topic related to the theme.

COMMITTEE	Editorial Committee (Standing)	CHAIR	Alik McCoy PE Larijai 'LJ' Francis PE
Goal(s):		Deadline(s) :	

Will be addressed in a separate report.

COMMITTEE	Membership Committee (Standing)	CHAIR	Patrick Williams PE
Goal(s):	Virtual Membership Chair Meeting (digital meeting of all Texas Branch leaders tasked specifically to membership to share ideas and discuss ways to attract and retain).	Deadline(s) :	July 2021
Goal(s):	Virtual ASCE Champions Meeting #1 (digital meeting to bridge the communication between identified leaders in various engineering firms throughout the state to connect ASCE to the firm's staff on the benefits of membership)	Deadline(s) :	July 2021
Goal(s):	Virtual ASCE Champions Meeting #2 (digital meeting to bridge the communication between identified leaders in various engineering firms throughout the state to connect ASCE to the firm's staff on the benefits of membership)	Deadline(s) :	August 2021


Patrick Williams would like to identify the following people on the Membership Committee specifically for their engagement so far in virtual committee meetings and feedback: Mike Bratten, David Stanley, Phillip Alcorn, Aldo Garcia, Trey Simpson, Katherine Lauer, Kimberly Cornett, Liv Haselbach, Jitendra Thakur, and Ajay Potturi.

COMMITTEE	Strategic Planning Committee (Standing)	CHAIR	Kacey Paul PE
Goal(s):		Deadline(s) :	

Committee met at Retreat on June 4-5 to work through the Strategic Plan 5-year update. Committee is working on finalizing goals and verbiage for much of the 5-year update ahead of the July board meeting. The ultimate goal is to have the rollout of the new plan be done around CECON.

ITEMS FOR AGENDA	List items requiring action or discussion here.
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Enter detailed description by overwriting this text.

FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.4	Item Title	VP-Educational
	Date	7/9/21	Reported by	Natalie Chaney PE
	Purpose	2020-2021 Executive Committee Meeting		

OFFICER ACTIVITIES

2021 Student Symposium took place April 15th through 17th, virtually. Attendance was less than previous years, but it was held quite successfully and a financial benefit thanks to all of our wonderful sponsors. The first planning meeting for the 2022 Symposium in the Houston area was June 25th. Markay Brown has stepped up to take on the STEM Committee Chair, and multiple volunteers have offered to help with the committee. Younger Member Committee is continuing efforts in engaging members including bringing back the camping trip this fall.

- ITEMS FOR COMMITTEE REPORTS**
1. Provide the status of ongoing programs and projects. Discuss their alignment with the [Strategic Plan](#).
 2. Is any additional funding, beyond current budget, required to complete planned programs and projects?
 3. Provide a list of committee members and/or status of recruitment activities.
 4. Is there any additional information you would like to share with Section leadership?


COMMITTEE	STEM Committee (Task)	CHAIR	Markay Brown PE
Goal(s):	1) Recruit some committee members 2) Contact local STEM teachers 3) Balsa Bridge	Deadline(s):	August 2021
<ol style="list-style-type: none"> 1) We need some committee members to start networking and finding projects we can assist in making this committee successful. 2) The Balsa Bridge competition with the TxDOT Beaumont District is planned to take place in February 2022 – will coordinate with Jennifer Hallier with RPS about this effort. Will look for similar opportunities in other areas. 3) Attended online STEM leadership training with other members of ASCE. 4) Served as a mentor with the Frisco ISD this year with one of their design teams on a year long project. Would like to coordinate with other schools in this area. Would love to host an event(s) to get more members interacting with these groups on a regular and ongoing basis. This year’s mentoring was completely online – and it had benefits but sure would love to have a fun event to start some interactions that could benefit these students. 5) Have contacted engineering university recruiters to get some contacts in the DFW area who could help our committee get started locally – can expand these contacts when we have committee members in other areas. Contacting these over the summer to see how we can help. 6) Newcomer to Texas and am I ever ready to be meeting in person and recruiting some committee members! 			

COMMITTEE	Student Activities Committee (Standing)	CHAIR Competitions Coordinator	Heather Guillen PE Jessica Hilscher PE
Goal(s):		Deadline(s):	

2021 Student Symposium took place April 15th through 17th, virtually. Attendance was less than previous years, but it was held quite successfully and a financial benefit thanks to all of our wonderful sponsors. The first planning meeting for the 2022 Symposium in-person only in the Houston area was June 25th. UH and UT-Tyler Houston Campus are planning on co-hosting. This 2022 event will encompass the full Region 6.

Heather will be moving to the VP Educational Affairs-Elect position, with Eva Schexnider as her planned successor. Jessica is inviting on Shannon Jungman to coordinate with her this year and prepare to be her successor. Shannon will begin her three-year tenure in May of 2022, once the events of the 2022 symposium have concluded.

COMMITTEE	Younger Members Committee (Standing)	CHAIR	Joe Alvarez
Goal(s):	ASCE 10x20 pop up tent	Deadline(s):	
<p>The Texas Section YM Committee coordinated and conducted the "Networking Shuffle" which paired YM's from across the state to engage with one another virtually. This shuffle has brought YM's together representing the branches from Dallas, Houston, Austin, San Antonio, Corpus Christi, Rio Grande Valley, El Paso and Southeast Texas. Event resulted in an enthusiastic response which led to ongoing networking shuffle opportunities. CECOM YM committee as formed and has begun planning for the awards banquet to take place at CECOM in September (in person). Dallas Branch YM Bridge Program continues to be a success. ASCE Houston YM has created a program geared towards graduating CE seniors and first year graduate CE's. ASCE Global MRLC planning has begun with Austin being the host city along with members of Texas Section YM's.</p> <p>The Fall Camping trip is currently being discussed with plans to move forward in the late fall or spring 2022.</p> <p>Getting quotes and finalizing design of banners for YM Group</p>			
ITEMS FOR AGENDA			

FORM F-2		OFFICER REPORT		
	Agenda Item Number	5.5	Item Title	VP-Professional
	Date	7/9/21	Reported by	Griselda Gonzales PE
	Purpose	2020-2021 Executive Committee Meeting		

OFFICER ACTIVITIES
<p>Remaining engaged with GAC activities and meetings, attending Beyond Storms Infrastructure Network Resilience Meetings, engaged with ICSI Host Committee and Strategic Planning Committee. Continue to recruit for GAC Co-Chair and discussing the future of the Flood Mitigation Advisory Committee. Attending the ASCE GR Meeting to communicate national efforts locally.</p> <p>VP Professional Affairs received the 2021 ASCE National Advocate of the Year Award. Thank you GAC team for the nomination. Texas is doing awesome.</p>

ITEMS FOR COMMITTEE REPORTS
<ol style="list-style-type: none"> 1. Provide the status of ongoing programs and projects. Discuss their alignment with the Strategic Plan. 2. Is any additional funding, beyond current budget, required to complete planned programs and projects? 3. Provide a list of committee members and/or status of recruitment activities. 4. Is there any additional information you would like to share with Section leadership?

COMMITTEE	Governmental Affairs Committee (Standing)	CHAIR	Augustine Verrengia PE
Goal(s):	Confirm 4-6 CECON Legislative Panel Speakers	Deadline(s):	July 2021

<p>GAC has remained engaged with writing articles and responding to bills and policies impacting the civil engineering profession. The committee meets monthly and is now assisting with inviting CECON Legislative Panel speakers.</p> <ul style="list-style-type: none"> • Reviewed and provided comments on HB 3029 related to “Establishing the Gulf Protection District” introduced by Rep. Paul, with companion bill SB 1160 introduced by Senator Taylor. • February 22, 2021 – ASCE Texas Section kicked off a month of infrastructure advocacy during our Legislative “Dial-In” event. Members met with Texas Representatives and Senators to share ASCE’s priority issues for the 87th legislative session. • February 26, 2021 – ASCE GAC Chair Augustine Verrengia, spoke with the ‘Texas Standard’ radio broadcast encouraging investments in infrastructure. This message was broadcasted statewide on NPR radio stations. • February 26, 2021 – ASCE Texas Section President provided a letter to the Texas House Committees on State Affairs and Energy Resources, notifying them of our forthcoming Beyond Storms Report and requesting to be called upon to provide expert testimony concerning infrastructure. • March 26th, 2021 - ASCE Texas Section Government Affairs Committee held meeting (9 Attendees). Discussed and promoted the creation of the ‘Beyond the Storm’ task committee. Committee planned a strategic outreach campaign to promote infrastructure legislation by targeting the Chair’s/Co-Chairs of relevant Senate and House committees. • April 2021 – TCE Article was drafted and submitted. • April 9th, 2021 – Committee meeting was held (11 Attendees). Updates related to the ‘Beyond the Storm’ and coordinated on strategic outreach efforts. • April 23rd, 2021 - Committee meeting was held (8 Attendees). Coordinated on strategic outreach efforts. • April 30, 2021 – ASCE Texas Section Government Affairs Committee provided a letter to the Texas Land Resource Management Committee, opposing HB 4447, which would allow “approval of plats without requiring a person to submit or obtain approval of required planning documents or other prerequisite conditions.” • May 7th, 2021 - Committee meeting was held (8 Attendees). Discussed recruitment efforts for the ‘Beyond the Storm’ committee. Coordinated on strategic outreach efforts. 			
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- May 10, 2021 – ASCE Texas Section Executive Director provided a letter to the Texas Senate Finance Committee, requesting **HB 2** be revised to redirect full funding into the floodplain management account within the Texas Infrastructure Resiliency Fund.
- In addition, the ASCE Texas Structural Engineering Institute (SEI) Chapter is in **support of SB 1770 & HB 2842** regarding post-PE credentialing in structural engineering. TxSEI may provide letter of support upon request from the Structural Engineering Association of Texas (SEAOt). As of 5/18/21, a formal statement as not been provided to the Texas legislature.
- May 21st, 2021 – Committee meeting was held (12 Attendees). Discussed CECON Legislative Panel planning, the Beyond the Storm committee. Discussed legislative activities through the special sessions and strategic outreach efforts.
- June 18th, 2021 - Committee meeting was held (10 Attendees). Discussed CECON Legislative Panel and details. Workbook created to track invitation efforts. Language drafted for invitations. Discussed upcoming LDW event. Reviewed the results of the legislative session. Discussed support for the 'Invest in America' Act for Surface Transportation Reauthorization. Discussed National Infrastructure plan. ASCE Texas to draft a letter to national regarding concerns with the components of the legislation.

COMMITTEE	Texas Infrastructure Report Cards Committee (Standing)	Co-CHAIRS	Mark Boyd PhD, PE
Goal(s):	Be as responsive as possible to calls for media/press interaction about report card and speaking engagements at relevant events	Deadline(s):	None currently specified

- Recent and future outreach events and plans related to IRC:
- Mark Boyd is scheduled to speak in person at the Texas Groundwater Conference (Austin) on June 29th with focus on groundwater supply infrastructure.
 - Mark Boyd is scheduled to speak at the virtual NCTCOG Elected Officials Floodplain Seminar on July 29th. He plans to recruit someone from the Flood Risk Mitigation committee to co-present to local elected officials in attendance.
 - As the former IRC subcommittee chair on Energy and the current Beyond Storms committee chair, Geoff Roberts participated in a very successful interview with ENR on 6-17-2021 (interview talking points sent by Geoff and attached herein).

COMMITTEE	Flood Mitigation Advisory (Task)	CHAIR	Andres Salazar PhD, PE
Goal(s):	Consider evolution of committee and reassignment under VP technical/ EWRI	Deadline(s):	LDW

- Committee will discuss purpose and structure at Leadership Development Weekend for future work.
- Reviewed and commented on TWDB Guidelines for Regional Flood Planning
 - Reviewed and commented on TWDB Data Submittal Guidelines for Regional Flood Planning
 - Held monthly meeting to discuss:
 - Status of Regional Flood Plan
 - Procurement
 - Selected consultants
 - Initial activities by region
 - 2D Modeling Hydraulic Impacts approach
 - Participating in meeting with Senator Larry Taylor's and Representative Dennis Paul's teams regarding HB 3029 concerning the creation of the Gulf Coast Protection District and HB 3537 concerning the feasibility of creating and maintaining a coast barrier system.

COMMITTEE	Beyond Storms Infrastructure Network Resilience (Task)	CHAIR	Geoffrey Roberts Jr.
Goal(s):	Issue final comprehensive report on the February 2021 Winter Storm w/ specific and actionable recommendations before the end of 2021	Deadline(s):	Interim milestones: Sector background: May/Jun Storm timeline: May/June

- Status of Beyond Storms Infrastructure network Resilience committee**
- Teams are formed. The sector and network (across/between sectors) teams are actively engaged and working through data gathering and identifying the most critical issues. Slightly behind schedule, but expect on-time project completion.

Team members:

- ASCE: L O’Leary, G Gonzales, P Fayre
- Transportation: R Begham, R Reichert, Patrica Fayre
- Power: W Oliphant, K Donohoo, B Garza, S Morris
- Energy (nat gas, oil & b other): O Smith, S Tian, V Joshi, W Fleming
- Telecommunications & fiber: Patrica Fayre, W Oliphant
- Water, wastewater & stormwater: J Hunt, S Roalson, D Qualls, R Zoun, T Smith
- Infrastructure Network cross-functional team: M Boyd
 - Weather: D Qualls, M Boyd, S Tian.
 - Formal network: L Pittman, O Smith, M Boyd
 - Informal (markets) network: G Roberts, T Attanasio, S Morris

Challenges:

- Reliable data sources, analyzing the data and prioritizing focus areas
- People: short on transport and potentially on analytical area for next pahse of effort


Early Insights:

1. Expected infrastructure failure points being identified: underinvestment, relativd severity of storm
2. Process failures: failure to file critical load filings, inability of LDC to respond in timeframe, lack of cross-sector gaming, energy only market structure compatability w/ firm service.
3. Understanding and Incorporating power and natural gas market impacts on infrastructure performance and vice versa.
4. Increasing network dependency from explicit sector reliance
5. Integration creep: non-explicit, incidental and below the radar increase of interdependence and reliance between infrastructure sectors that collectivley creates potential catastrophic systemic risk

Actions needed:

- Continued support and resources (people) when/if needed

COMMITTEE	Residential Foundations Oversight Committee (Task) Subcomms: Evaluation and Repair of Residential Foundations Foundation Investigation & Design - Manual of Practice	CHAIRS	Robert Pierry Jr. PE Ken Struzyk PE Phillip King PE
Goal(s):	Complete review process for “Guidelines for the Evaluation and Repair of Residential Foundations – Version 3” and send to Board for approval	Deadline(s):	December 15, 2021
Draft V3 was reviewed by Foundation Oversight Committee at a Committee meeting on June 10, 2021. Minutes of the meeting will be distributed and reviewed. After acceptance of the minutes, comments will be forwarded to the subcommittee (Ken Struzyk, P.E., Chair) for consideration and possible document editing. After the subcommittee completes this process, the document will be forwarded again to the Oversight Committee for final approval to send it to the Board for possible approval. The Committee also voted to approve amendments to the procedures for making changes to the documents (see attached).			
ITEMS FOR AGENDA	None		

FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.6	Item Title	VP-Technical
	Date	7/9/21	Reported by	Robert D Stevens PhD PE
	Purpose	2020-2021 Executive Committee Meeting		

OFFICER ACTIVITIES
Held 4 monthly TX Section Institute Zoom calls hosted by Rich Patrick with Texas Section Chapter and Branch Institute officers and others on Mar. 23, Apr. 27, May 25, and Jun. 22 with attendance ranging from 7 to 15.


STATUS OF CECON PAPERS & LIGHTNING ROUND & POSTER PRESENTATIONS
Nine papers were submitted for CECON with 1 by EWRI, 1 by T&DI, 2 by UESI, 1 by G-I, and 4 by SEI. No lightning round/poster presentations received as of Jun. 21. Andres Salazar emailed each Texas ASCE Student Chapter Advisors on Jun. 16 asking for submissions.

SUMMARY OF WEBINAR ACTIVITIES
Hosted a record 8 Texas Section technical webinars including Mar. 23 by Shawn Strange/Tyler Payne on "Texas' Disaster Recovery"; Apr. 1 by David Eastwood on "Geotechnical and Environmental Considerations for the Design of Civil and Transportation Engineering Projects, Part 1"; Apr. 13 by Koushik Arunachalam on "Access Management Study"; Apr. 29 by David Eastman on "Geotechnical and Environmental Considerations for the Design of Civil and Transportation Engineering Projects, Part 2"; May 11 by Jamie Farris on "System Redundancy of Twin Tub Girder Bridges"; May 25 by Jesse Cooper pm "Survey Technical Data for Utility PS&E Conflict Identification"; Jun. 8 by Norma Jean Mattei on "Hard Rock Hotel Collapse"; and Jun. 22 by Matt Skinner on "Green Alternatives to Hard Armor for Demanding Erosion Control Applications" with attendance ranging from 17 to 66. Four webinars are scheduled including for Jul. 13 & 27 and Aug. 10 & 24.

TECHNICAL INSTITUTE CHAPTERS & GROUPS	CHAIRS
TxCI Chapter TxEWRI Chapter TxGI Chapter TxSEI Chapter TxT&DI Chapter TXUESI Chapter Forensics Group	John Obr PE Curtis Beitel PE & Russell Erskine PE Fadi Faraj PE Ardalan Mosavi PE Surya Bhandari PE Sandee Khoury PE Jesse Aguilar EIT

Goal(s)	Deadline(s)
Goals for FY2020-21 and current status include: <ol style="list-style-type: none"> 1. Get TxSEI Chapter officers in place. Four newly elected officers include: Chair, Ardalan Mosavi, Vice Chair, Marcelo DaSilva, Secretary, Huajie "Leo" Liu, and Treasurer, Sumanth Cherko. 2. Get COPRI Houston branch to create a TxSection Chapter. Richard Ruchhoeft indicated they prefer to continue as a branch chapter that serves all of the 102 COPRI members in Texas with about 85 in Houston, 10 in Corpus Christi, and some in Austin, Beaumont and other branches. 3. Get AEI and EMI chapters started. Dallas Branch is trying to establish an Dallas AEI Chapter. Could not find an interested person to start an EMI TxSection chapter. 4. Schedule 2 webinars per month. This for Jan. through Aug. with 3 in Apr. including 2 that were 3 hours long in April. 5. Hold monthly TxSection Insitute leaders call. Monthly calls held through June with next one scheduled for July 27. Calls held 4th Tuesday of each month. 	

ITEMS FOR AGENDA	None
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FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.7	Item Title	Treasurer
	Date	7/9/21	Reported by	Chris Nance PE
	Purpose	2020-2021 Executive Committee Meeting		

OFFICER ACTIVITIES
<ul style="list-style-type: none"> Reviewed Oct 2020-May 2021 Financials Reviewed dues history Prepared DRAFT Budget for 2021-2022

FINANCIAL REPORTS		
Monthly Financials for May 2021 attached (includes CECON reports from Section's accounts):		
<u>NOTE: These numbers are pending review by our CPA.</u>		
5.7a Financial Summary	Amount	% of Budget
General (pg 5 of Attachment)		
• YTD Revenue	\$365,535	59%
• YTD Expenses	\$311,180	50%
CECON (pg 7 of Attachment)		
• YTD Revenue	\$77,168	
• YTD Expenses	\$89,474	
5.7b Budget v Actual		
General		
Revenue (pg 5 of Attachment)		
• Dues & Allotment	\$322,322	92%
• Meetings/Conferences	\$37,770	21%
• Publication Revenue	\$4,198	21%
• Investment Draw & Other	\$1,245	2%
Expenses (pg 5-6 of Attachment)		
• Salaries and Services	\$209,026	70%
• Meetings/Conferences	\$15,338	10%
• Publication Expense	\$4,165	44%
• Services	\$43,251	58%
• Admin	\$38,800	53%
• Other	\$594	15%
CECON		
• Revenue	\$77,168	
• Expenses	\$89,474	
5.7c Statement of Financial Position		
General (pg 1-2 of Attachment)		
• Total Assets		\$638,043.13
• Total Liabilities		\$233,565.81
CECON		
• Total Assets		\$206,995.92
• Total Liabilities		\$0
5.7d Dues and Voluntary Contributions		
• Income	\$322,322	92%

5.7e Investments as of May 2021

- ASCE Texas Section \$541,941.69 +17.2%


COMMITTEE	Budget & Finance Committee	CHAIR	Chris Nance PE
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Goal(s):		Deadline(s):	
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ITEMS FOR AGENDA	List items requiring action or discussion here.
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FORM F-2	OFFICER REPORT		
	Agenda Item Number	5.8	Item Title Directors at Large
	Date	7/9/21	Reported by Alik McCoy PE
	Purpose	2020-2021 Executive Committee Meeting	

OFFICER ACTIVITIES
<ul style="list-style-type: none"> • Collect content for TCE. • Solicit nominations for EIJA. The committee did not receive any nominations for the award. • We are running out of backlog of content for TCE, specifically technical features.

COMMITTEE	Editorial Committee	CHAIR	Alik McCoy PE Larijai Francis PE
Goal(s)		Deadline(s)	
Reminder to send any technical article ideas to share@texasce.org . Ask local branch institute leaders.			
COMMITTEE	Tellers Committee	CHAIR	Larijai Francis PE
Goal(s)		Deadline(s)	
Enter information by overwriting this text. List items requiring action or discussion in the last block "Items For Agenda" .			
ITEMS FOR AGENDA	Item 3.10		
Discuss Excellence in Journalism Award (sunset award, change award, try again next year?)			

FORM F-2	OFFICER REPORT			
	Agenda Item Number	6.1	Item Title	Executive Director
	Date	7/9/21	Reported by	Lindsay A. O'Leary PE, CAE
	Purpose	2020-2021 Executive Committee Meeting		

REPORT	Staffing and Office Space		
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Please see the Office & Personnel Committee report within the President's Report regarding staff reviews and a summary of staff activities.

The Section **office is currently open** on Tuesdays and Wednesdays. The staff team has adopted a hybrid schedule for the summer, working part-time at the office and part-time from our respective homes. The staff team worked remotely, full-time over the past year due to the COVID-19 pandemic. Staff team members continue to be available by phone and email.

The staff team's project to reorganize **server files** has resumed following the *Virtual 2021* Student Symposium. The goal of our server file re-organization is to streamline files and provide access to various Section leaders and committees via Microsoft SharePoint by the start of FY2021-2022 (October 1, 2021). Our IT contractor, *The IT Guys*, continues to help us with this project.

The Section has leased its current **office space** since 2005, located at 1524 S. IH-35, Suite #180, Austin, TX 78704. The Section executed a 2-year lease renewal in September 2020. I plan to meet with the Office & Personnel Committee later this summer to begin evaluating options for the next lease, with downsizing office space and/or relocating being possibilities.

REPORT	Communications and Marketing		
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Communications Specialist Jenni Peters prepared a detailed communications report (attached), including analytics for the TexASCE.org website, *Texas Civil Engineer* (TCE) news site, and email communications to membership. The report also notes media coverage of the *2021 Texas Infrastructure Report Card (IRC)*.

A few highlights from her report:

1. 70% of website users arrived at our site through a direct link, indicating successful email communications to membership.
2. The Career Center site is now within the Top 10 list of website pages viewed (for 2021). Career Center revenue for FY2020-2021 to date is \$3,950 (\$10,000 budgeted).
3. Only 2 of the Top 5 TCE articles are Technical Features, while other popular articles include History & Heritage features and a article on Making Connections through ASCE by Nancy Cline PE, F.ASCE. Understanding these analytics allows the Editorial Committee to focus on procuring content that is of the most interest to our readers.
4. The IRC was featured or referenced by more than 20 media outlets throughout the state and beyond, including NPR, ENR, Univision. As Region 6 Director Jerry Paz PE noted within his [June 2021 Director's Report](#), it is difficult to imagine a better messenger than the IRC as a means of spreading the word about our infrastructure needs.

Jenni serves as the staff point of contact for the Editorial Committee and is supporting their efforts to leverage readership statistics to continue growing the TCE. Jenni also serves as staff point of contact for the CECON Planning Committee and is responsible for upkeep of the www.TexasCECON.org site, which now includes available program details such as speaker bios and session abstracts.

REPORT	Texas Alliance for Minorities in Engineering		
<p>The Texas Section STEM Committee typically supports the annual TAME State STEM Competition via a \$1,000 sponsorship but, unfortunately, the 2021 competition was held virtually to the COVID-19 pandemic.</p> <p>TAME hired a new Executive Director, Andrea Herrera Moreno, in 2020. I plan to connect with Andrea before the September 2021 Board meeting to discuss the TAME & ASCE Texas Section MOU and opportunities for future collaborations.</p>			
REPORT	Budget and Non Dues Revenue Streams		
<p>The Section's primary sources of non-dues revenue continue to include (1) technical webinars, (2) career center postings, (3) advertising sales, and (4) events.</p> <ol style="list-style-type: none"> 1. The Section's technical webinars are on track to exceed their FY20-21 financial goals. The total webinar revenue to-date is \$9,000 (\$12,500 budgeted). Thank you to VP Technical Bob Stevens PhD, PE, F.ASCE and Operation Specialist Mike Sosa for their efforts on our webinar program! 2. Non-dues revenue generated through our online Career Center are currently lower than anticipated for FY20-21 (\$3,950 earned to-date vs. \$10,000 budgeted). The online job board tends to do well when the Texas construction and engineering market is up. Please be sure to promote this resource within your network. 3. The Texas Civil Engineer (TCE) online magazine site provides opportunities for digital advertising however the staff team has not had the availability to frequently promote these offerings. The FY20-21 advertising revenue to-date is only \$600 (\$10,000 budgeted). I urge Executive Committee members to view all digital advertising options available including the online Business Directory at www.texasce.org/mediakit/. 4. Both the Student Symposium and CECON are potential sources of non-dues revenue. <ul style="list-style-type: none"> • The <i>virtual</i> 2021 ASCE Texas Student Symposium generated a profit, which will be shared amongst the host school and the Texas Section's Student Symposium Savings and Operations accounts in accordance with the event's Board-approved profit-sharing agreement. VP Educational Natalie Chaney PE will provide a full financial report during the September 2021 Board meeting. • The CECON 2020 accounting report, along with the CECON 2021 preliminary budget, was provided to the Board in March 2021. The 2020 conference did not generate a profit, which is understandable due to the expenses related to pivoting to a virtual conference. The 2021 conference is slated to contribute \$30,000 to the Texas Section's Operations account. 			
REPORT	Other activities		
<p>Governing Documents. A full report will be provided for the September 2021 outgoing Board meeting. My report will include the status of the draft Bylaws.</p> <p>Financial Audit. The Section typically undergoes a financial audit every five (5) years as a best practice. The last audit was performed for FY2015-2016. I will coordinate with the Budget & Finance Committee later this summer to begin soliciting proposals for an auditor to review FY2020-2021, which ends September 30, 2021.</p> <p>CECON Support. As part of my work to help maintain and establish relationships with other professional societies, I have secured the following CECON 2021 Collaborators: American Public Works Association – Texas (TPWA), Texas Council of Engineering Laboratories (TCEL), Austin Contractors & Engineers Association (ACEA), Bureau of Economic Geology (BEG) at UT Austin, Design-Build institute of America – Southwest Region (DBIA-SW), Infrastructure Advancement Institute (IAI), Texas Contractor, Texas Water Conservation Association (TWCA), and the Structural Engineering Association of Texas (SEaOT). I am also working with TCEQ, TWDB, and TxDOT to obtain permission to use their logo as CECON Collaborators. Please let me (lolarity@texasce.org) or CECON Planning Committee <i>Senior Co-Chair</i> Jennifer Bohlander PE (jbohlander@hntb.com) know if you have any additional suggestions for potential collaborators who may be willing to provide in-kind marketing for our flagship annual conference.</p>			

I'm representing the Texas Section on the **ASCE International Conference on Sustainable Infrastructure (ICSI) 2021** planning committee, along with Carol Haddock (Chair), Larry Goldberg (Co-Chair), Liv Haselbach, Bob Stevens, Tiffany Reed-Villarreal, Yan Linwood, Ashely Judith, Harini Arjun, Griselda Gonzales and several other ASCE Houston Branch members. The conference was originally scheduled to be held in Houston but is now planned as a virtual event (December 6-10, 2021), to better align with the conference's mission to increase sustainability.

One of my charges as Executive Director is to promote our members. I have provided several **letters of recommendation** so far this year, acknowledging members for their contributions to ASCE: Megan Westhoff and Sabika Bharmal (general support for future endeavors, as a result of their efforts for the 2021 ASCE Texas Student Symposium), and Griselda Gonzales PE (LBJ Women's Campaign School).

I recently completed my term as Chair of UT Austin's Civil, Architectural, and Environmental Engineering (CAEE) **External Advisory Committee** for the 2020-2021 school year and have recommended ASCE Texas Section members Susan Roth PE and Tiffany Reed-Villarreal PE to Department Chair Dr. Robert Gilbert for consideration as EAC members in the future. I continue to serve on the Texas Contractor's **Advisory Board**.

ITEMS FOR AGENDA	None.
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ASCE Texas Section

Communications Report for July 2021 Executive Committee Meeting

Jenni Peters CAE, Communications Specialist

1. Website – 2021 YTD Summary (January 2021 – May 2021)

The website received just over 66,000 unique page views in 2020, up from 40,500 unique page views the previous year (2020). Those visitors spend on average just under 1 minutes per page (half as much time as they spent per page in 2020).

- **Snapshot of our Site Audience:** So far in 2021, our website visitors are 45% PC users but on mobile split 50/50 Apple/Android. Majority are English speaking and more than 70% got to our site through a direct link (organic search only 16%, followed by 8% from a social media site).
- **Top 6 TexASCE.org viewed pages in the 2021:**
 1. Homepage (7,614 pageviews vs just under 5,500 in 2020)
 2. Student Symposium page (2,989 pageviews, holding steady from 2020)
 3. 'Lightweight Cellular Concrete' TCE article (moved up from #5 in 2020 w/ 2,250 pageviews)
 4. Infrastructure Report Card page (1,568 pageviews)
 5. *Texas Civil Engineer* homepage (moved down from #3 in 2020 w/ 1,529 pageviews)
 6. Webinars page (1,480 pageviews vs 1,600 in 2020)

Linking out to the TexASCE Career Center increased YOY, making it into the Top 10.

Metric Use: Unique page views are the most accurate representation of how many people are looking at a website, as this measurement only looks at how many people view a page one time rather than counting every single page view, including the times the same person views the same page multiple times. With these metrics, we know which pages are the most popular. In addition, if there is a page that we want more members to view and it isn't showing up as one of the top pages, with the most unique page views, we can strategize how to better reach our audience with that page.

2. TCE Digital – 2021 YTD Summary (January 2021 – May 2021))

With a better picture of the *Texas Civil Engineer* (TCE) audience, its loyal readers, and their preferences, the Editorial Committee continues adopting our flagship publication to fit online trends while taking broader advantage of its new, more versatile benefits and outreach tool capabilities. As reported above, TCE homepage dropped to fifth in the overall unique page views rankings.

- **Top 5 Most Viewed Articles (Jan-May 2021):**
 1. [Lightweight Cellular Concrete for Geotechnical Applications](#) – Jan 2020 (2,250 pageviews in the first 5 months of 2021 (in perspective, this article reached just over this many views in all of 2020!!)*
 2. [Leah Moncure PE](#) – March 2021 (332 pageviews)
 3. [Reimagine I-10 Corridor Study](#) – February 2021 (314 pageviews)*
 4. [San Jacinto Monument](#) – April 2021 (225 pageviews)
 5. [Making Connections](#) – February 2021 (219 pageviews)

NOTE: Only 2 of the Top 5 are Technical Features

[The Waco Traffic Circle](#) – Dec 2019 (moved up to #6 from #8 in 2020)

[Diaphragm Wall Construction](#) – March 2020 (dropped to #8 from #4 in 2020)*

* *Technical Feature*

Currently being tested are ranking/list and “drip”/parted article series.

- **TCE Email Blast Engagement:** Monthly TCE email newsletters recently expanded to include a short important dates section and Section resources advertising. The average open rate for the first two issues of 2021 is a respectable 30% (down from 44% in 2020) with a decent click rate of 15% (down 6% from 2020). Member & non-member subscribers has remained steady in the 520s, which means roughly 64% are clicking on articles. There is still great potential to grow dedicated readership and overall publication engagement.

3. **Email Blasts:** The partnership of monthly *TexASCE Advisor* newsletters and *Texas Civil Engineer (TCE)* email blasts has brought our members great value with timely industry topics, community information, and program reminders. With these emails occurring about every 2 weeks, the marketing email calendar is supplemented with member & non-member touch points on topics such as webinars, section, branch & institute events, career center, volunteer and engagement opportunities.
 - **Best Performing Emails January - May 2021** (avg 30% open rate w/ 14% click rate, both slightly up from 2020)
 - Top Opens: (Members) Symposium 2021 Award Ceremony – 33% open rate; (Targeted) TxGI Announcement – 45% open rate
 - Top Clicks: (Members) Texas Section Career Center (5/5/21) – 31% click rate; (Targeted) TxUESI Call for Abstracts – 53% click rate
 - Overall: Symposium Attendee Newsletter #5 (67% open rate w 47% click rate)

4. **Student Symposium 2021:** Pivoting to a virtual event, Student Symposium 2021 marketing stayed on schedule, running January through April. Taking advantage of the online platforms utilized to execute the event, corporate supporters—through sponsorships and career fair participation—received unique added exposure with video and multiple media attendee touch points. As the closing session, the Symposium Awards Ceremony was broadcast live on YouTube and made public for participant families, friends, and supporters to view.


5. **Media Relations - 2021 YTD Summary**
 The 2021 *Texas Infrastructure Report Card* was released on February 11 via Zoom online media event. The event received great media outlet attention and attendance. Following the release, the Report Card was featured or referenced by more than 20 media outlets throughout the state and beyond, including NPR, ENR, Univision. Following a record freeze and coming up on record summer heat, the Report Card continues to receive social media publicity and media attention from local, state, and national sources. To maintain momentum, the Section will continue monthly social media pushes, bi-monthly *TCE* article series, and quarterly email touch points.

6. **Social Media – 2021 YTD Summary** (as of June 22, 2021)
 Overall, our social media audience is largely Men, age 25-34 at about 24%. Followed closely by Women, age 25-34 (~18%). Most listing Houston as their location, followed by Austin, then Dallas.
 - **Facebook:** 1,062 followers (continues to exceed page likes!!); Organic reach of 18k (down almost 82% YOY) and average 3 reactions per post
 - **Twitter:** 314 impressions per day (55k total YTD) with a 2% engagement; Great exposure but low engagement
 - **Instagram:** Organic reach down YOY at 1,105, but reactions are steady at 43 per month, which shows a loyal group of followers
 - **LinkedIn:** 256 unique visitors (holding steady YOY) viewed mostly from a mobile device

Social Media YOY Statistics

(# of Followers)

	Twitter	Facebook	Instagram	LinkedIn Page
2019	1,493	864	500	325
2020	1,585	896	771	812
YTD 2021	1,629	916	849	946

FORM F-2	SECTION OFFICE REPORT			
	Agenda Item Number	6.2	Item Title	Operations
	Date	7/9/21	Reported by	Mike Sosa
	Purpose	2020-2021 Executive Committee Meeting		

REPORT	Annual Reports and Tax Returns		
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Annual reports will be collected by ASCE through an online form again in 2021. It is imperative that all Branches submit their respective reports on or before the November 30, 2021 deadline.

The 2021 allotment of \$40,738 was received on February 19, 2021 from ASCE. The allotment is slightly under the budgeted amount of \$45,000 for FY2021.

Tax returns for 2019 were due February 15, 2021. Lindsay coordinated with each Branch to complete their respective 2019 Form 990's (large branches) and accounting reports (small branches).

1. Austin – Form 990 filed with the IRS on 2/12/21.
2. Brazos – Financial report form submitted to ASCE Finance Department.
3. Caprock – Financial report form submitted to ASCE Finance Department.
4. Central Texas – Financial report form submitted to ASCE Finance Department.
5. Corpus Christi – Financial report form submitted to ASCE Finance Department.
6. Dallas – Form 990 filed with the IRS on 1/27/21.
7. El Paso – Financial report form submitted to ASCE Finance Department.
8. Fort Worth – Form 990 has been drafted and submitted for ASCE Finance Department review on 2/3/21. The Texas Section Office has put the Branch in contact with Ron Meyer CPA so they can coordinate with him to further assist the submittal process.
9. High Plains – Financial report form submitted to ASCE Finance Department.
10. Houston – Form 990 filed with IRS on 2/1/21.
11. Northeast – Financial report form submitted to ASCE Finance Department.
12. Rio Grande Valley – Financial report form submitted to ASCE Finance Department.
13. San Antonio – Form 990 filed with IRS on 3/18/21.
14. Southeast Texas – Financial report form submitted to ASCE Finance Department.
15. West Texas – Financial report form submitted to ASCE Finance Department.

The Texas Section's CPA, Ron Meyer, filed an extension request with IRS. The draft form was reviewed by Lindsay on 2/4/21 and will be provided to the Board for review in July. It will also be provided to ASCE's Finance Department for their review and comment prior to submittal to the IRS before the August deadline.

For Reference, tax returns are reported on the year that begins the fiscal year (Oct. 2019) and ends (Sept. 2020). Returns are due 4 ½ months after the close of each fiscal year (February 15th).

REPORT	Sales/Franchise Taxes / Inventory / PCI Compliance		
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The Section reports sales tax to the State of Texas and files an annual return for any merchandise sold. 2020 sales taxes = \$21.09 and was paid on January 20, 2021.

Orders for the "Engineering a Better Texas" centennial history book continue to be stagnant. The Section Office recently had all remaining copies of the book delivered to the office from storage. The Section is not currently selling any other merchandise on our website.

The PCI requires the completion of an annual Self-Assessment Questionnaire and subsequent certification for any entity accepting credit cards for payment. The Section is working with our website host and maintenance provider to complete an annual Self-Assessment Questionnaire and receive a certificate of compliance good for one year.

REPORT	Subsidiary Bylaws		
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Recommended for approval: Rio Grande Valley

The following bylaws may need to be updated after coordinating with the appropriate leaders: Caprock, Central Texas, High Plains


Current Status (branch name – date of last bylaws approval – branch dues rate)

- Austin – 04/12/2018 - \$10
- Brazos – 03/05/2020 - \$10
- Caprock – 05/14/2011 - \$6
- Central Texas – 06/02/2001 - \$6
- Corpus Christi – 09/25/2020 - \$10
- Dallas – 11/07/2012 - \$10
- El Paso – 04/12/2018 - \$10
- Fort Worth – 04/20/2006 - \$10
- High Plains – 11/24/2003 - \$6
- Houston – 05/06/2019 - \$10
- Northeast Texas – 03/05/2020 - \$10
- Rio Grande Valley – 07/09/2021 - \$10**
- San Antonio – 10/07/2010 - \$10
- Southeast Texas – 03/05/2020 - \$10
- West Texas – 04/12/2018 - \$10

**tentative approval during this meeting

Note: sample Texas Section subsidiary bylaws are available for both Branches and Institute Chapters upon request.

REPORT	Section Meetings Schedule		
https://www.texasce.org/events/			
ITEMS FOR AGENDA			

FORM F-2	OFFICER REPORT			
	Agenda Item Number	6.3	Item Title	Trust Funds
	Date	7/9/21	Reported by	Lindsay A. O'Leary PE, CAE
	Purpose	2020-2021 Executive Committee Meeting		

REPORT	Texas Civil Engineering Foundation (TCEF)		Joseph Minor PE Curtis Beitel PE
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- **TCEF Trustees:** Joe Minor PE, Curtis Beitel PE, Dick Furlong PE, Tim Newton PE, Jack Furlong PE, Dan Hartman PE, Larry Goldberg PE, Ricky Bourque PE, Audra Morse PhD PE, Brian Manning PE, and Sean Merrell PE (Ex-Officio)
- Administration Check & Savings balance as of March 31, 2021 = \$12,699
- TCEF Trustees met April 21, 2021 with support from the Texas Section office. The next meeting is planned for July 28, 2021 at 10 am CT.
- TCFF's *Texas Section Past Presidents Educational Trust Fund Trustees:* Jack Furlong PE, Crespín Guzman PE, and Curtis Beitel
- **Fund balance** as of May 28, 2021 = \$103,143 (February 26, 2021 = \$95,640)
- **Tax Status:** 2020 Form 990-N was submitted to IRS by CPA Ron Meyer in February 2021.
- **Annual Report:** The FY2019-2020 Report was shared with the ASCE Texas Section Executive Committee on January 30, 2021. Trustees plan to begin supporting Texas Section activities now that their investment account exceeds \$100,000. Trustee Ricky Bourque is slated to participate in the upcoming ASCE Region 6 Student Symposium planning activities and identify opportunities for financial support.

REPORT	John B. Hawley Memorial Trust Fund		Mark Boyd PhD PE
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- **Trustees:** Mark Boyd PhD, PE; Sean Merrell PE; and Brandon Klenzendorf PhD, PE
- **Fund balance** as of May 28, 2021 = \$382,577 (January 29, 2021 = \$355,335)
- **Fellowships:** Trustees plan to solicit applications for three (3) to four (4) \$5,000 fellowships in 2021.
- **Tax Status:** Trustees are working with CPA Ron Meyer PLLC to confirm tax obligations, if any, have been satisfied with prior 2019 payments, and that a tax refund may be due to the trust fund.
- **Annual Report:** The FY2019-2020 Report was shared with the ASCE Texas Section Executive Committee on January 30, 2021. Texas Section Executive Committee was charged in January 2021 with identifying candidates to serve as a Trustee. The Board is slated to appoint a trustee to replace Mark Boyd in September 2021.

REPORT	J. Walter Porter Memorial Trust Fund		Brett Pope PE
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- **Trustees:** Brett Pope PE, Ottis Foster PE, Natalie Guzman PE
- **Fund balance** as of as of June 24, 2021 = \$83,147 (January 27, 2021 = \$78,710).
- **Fellowship Status:** Trustees plan to award a \$5,000 fellowship in 2022.
- **Tax Status:** 2020 Form 1041 was submitted to IRS by CPA Ron Meyer in February 2021.
- **Annual Report:** The FY2019-2020 Report, including an Operations Procedures document was presented to ASCE Texas Section Board of Direction during the October 2, 2020 meeting.

ITEMS FOR AGENDA	Item 3.9 - John B. Hawley Trust Fund Trustee Appointment
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