

MEETING MINUTES

MSPE-PEPP EXECUTIVE COMMITTEE MEETING

March 7, 2008

MEETING HELD at
MSPE Headquarters Building
Jefferson City, Missouri

Officers Present:

OFFICERS	OFFICER RESPONSIBILITIES	Present (X)
Gary Strack, P.E.	Chairman	X
Cliff Jarvis, P.E.	Chairman Elect	X
Charlie Powell, P.E.	First Vice Chairman	X
Breck Washam, P.E.	Second Vice Chairman	X
Kevin Sprenkle, P.E.	Third Vice Chairman	X
David Howe, P.E.	Secretary/Treasurer	X
Marc Eshelman, P.E.	Immediate Past Chairman	X
Bruce Wylie	MSPE Executive Director, MSPE-PEPP Treasurer	X

Other Participants:

NAME	CHAPTER
None Present	

Agenda - An agenda for the meeting was provided. A copy of the agenda is included as an attachment to these minutes. *(Due to other MSPE business matters outside of the office, Bruce Wylie joined the meeting late. The minutes are reflective of the discussions based on the agenda topics. The actual order in which they were discussed varied as they involved input by Bruce).*

1. Call to Order

The quarterly meeting was called to order by Chairman Strack at 12:30 pm.
The following minutes were recorded:

2. Approval of Minutes

Copies of the minutes for the December 7, 2007 meeting prepared by David Howe were distributed at meeting. Chairman Strack asked for a motion to approve the minutes of the December 7, 2007 meeting.

Motion: Charlie Powell moved to approve the minutes as distributed, seconded by Kevin Sprenkle.

Action: Minutes approved unanimously.

3. Treasurer ' s Report

Bruce Wylie reported on the financial activity from July 1, 2007 through March 7, 2008.

Total Income:	\$1,190.00
Total Expense:	<u>\$2,972.79</u>
Net Income:	- \$1,782.79

A summary of the Profit & Loss Details is included as an attachment to these minutes.

4. Legislative Report

Bruce Wylie provided a recap of MSPE's current legislative activities. Bills that MSPE either supports or opposes were reviewed and discussed. A copy of a spreadsheet titled "ACEC/MO MSPE 2008 Legislative Tracking Report, as of February 25, 2008" is included as an attachment to these minutes.

Old Business

5. Budget

Cliff Jarvis reported on the current PEPP budget on file with MSPE. The budgeted revenues from dues for the year are \$3,000. Bruce Wylie reported that the current year to date collected revenues were \$1,200. Projecting forward, it is unlikely that we will reach the budget amount. A discussion was held regarding the budget and the need to consider potential impacts of reductions in income for next years budget. Now that MSPE is managing the dues billing and collection this might improve a bit; however, there has been a downturn in general in membership in MSPE.

6. PEPP Annual Schedule

The PEPP master calendar was discussed. The primary activities for March, April and May relate to the PEPP Initiative and PEPP Awards. A copy of the schedule is included as an attachment to these minutes.

7. PEPP Initiative

Breck Washam reported that there hasn't been much activity associated with the PEPP Initiative. Gary Stack and Charlie Powell indicated that they had participated in a ACEC/MO conference call in January and that CEC has been developing a QBS Marketing Plan. More discussion follows under item 9, below.

8. PEPP Awards

Kevin Sprenkle indicated that he had received application files for PEPP awards from Cherie and that he had forwarded the materials to all of the Chapter Presidents. To date he had received limited to no response.

Kevin reported that 2007 MSPE/PEPP award winners will be prepared and forwarded to National. In particular, Kevin Riggs, Cole and Associates, will be submitted as the nomination for the Distinguished Service Award. The City of Rolla will be submitted for the PEPP QBS Award. Breck and Gary both noted that the national award submission applications should be reviewed and revised as needed as there are several differences and/or supporting documentation requirements. Kevin will contact Kevin Riggs and the City of Rolla for any updates/revisions prior to submission to National.

A discussion was held regarding potential nominations for the 2008 State level awards. In particular Mike Meyers, Vernon Lawson and Will Grinstead were mentioned as potential candidates that should be contacted for the Distinguished Services Award. Follow up contacts will be made with these individuals. We can vote by e mail based on the results of the contacts.

The City of St. Louis, the City of Popular Bluff and City of St. Joseph were all mentioned as potential candidates for the PEPP QBS Award. It was noted that the City of St. Louis has won this award in previous years. Bruce Wylie indicated that the City of St. Joseph has also been nominated by ACEC/MO, so their paperwork should be already started. Breck obtained copies of the ACEC nomination forms for St. Joseph for review. It appeared that there were similarities; however, there was some updating required to convert to the MSPE PEPP forms.

Motion: Charlie Powell moved to nominate the City of St. Joseph as the 2008 QBS Award candidate, seconded by Breck Washam.

Action: Motion approved unanimously. Kevin Sprenkle will begin contact with the City.

New Business

9. QBS Marketing Plan

As a follow up to the discussion in item 7 above, Bruce provided a bit more discussion on the QBS Marketing Plan being prepared by ACEC/MO. There has been a committee actively working on a plan which will be mailed out. Bruce has weighed in on several QBS issues and feels comfortable with what is being prepared and said.

Breck will follow up with ACEC/MO (and Bruce Wylie) to see if there is any action required on the part of PEPP. PEPP had budgeted money to support activities associated with the initiative. Discussion followed about the possible use of PEPP funds to help support postage and mailings, if appropriate.

10. MoDOT 800 Bridges Request

PEPP had been contacted by a firm in Springfield indicating that the selected team (Parsons Brinckerhoff) was not giving out any of the design work. Further, they were concerned that the Parsons Brinckerhoff might perform work in their Minneapolis Office rather than in the State of Missouri. The Springfield firm wanted to know if PEPP/MSPE

would take a stand on this issue.

There was quite a bit of discussion on this issue. The process used by the selected firm didn't violate any laws. It was the feeling that PEPP should only get involved if there is a violation of law. PEPP should not interfere in the internal business practices of a company.

Motion: Cliff Jarvis made a motion that it was not PEPPs mission to regulate business process – for the MoDOT 800 Bridges project or other future similar cases – and that PEPP should not intervene in this case, seconded by Kevin Sprenkle.

Action: The motion passed unanimously. This motion will be used as a basis for response on future similar requests.

11. ADS Pipe Endorsement Request

PEPP/Ozark Chapter had been contacted by a supplier of ADS pipe requesting PEPP to send a letter to the City of Springfield endorsing the use of ADS pipe for utilities within City rights-of-way. The Ozark Chapter determined that it was not their business to support one material over another.

There was quite a bit of discussion on this issue. The ABS pipe supplier had referenced a letter signed by several interested companies endorsing ABS pipe for use in public rights-of-way within the City of Columbia. It was agreed that individual firms were free to endorse materials and products as they felt appropriate; however, it was not the mission of PEPP to take specific endorsement actions. It was concluded that PEPP/MSPE agreed with and would support the PEPP/Ozark Chapter's position on this issue. It was further agreed that a motion would be made to provide the basis for response to future requests for PEPP to endorse specific materials or products.

Motion: Charlie Powell made a motion that it was not PEPPs mission to endorse specific materials or products – for the ADS pipe issue in Springfield or other future similar cases, seconded by David Howe.

Action: The motion passed unanimously. This motion will be used as a basis for response on future similar requests.

12. New Board Member

It was noted that there is an opening for a new member of the Registration Board. No action was taken.

13. Open Discussion

Charlie Powell noted that the 2009 MSPE Annual Convention will be held in Branson, MO.

14. Next Meeting

The next PEPP meeting will be held at 7:30 am on Friday, June 20, 2008, as part of the 2008 Annual Convention in St. Louis.

15. Adjourn

With no further business, the meeting was adjourned.

Respectfully submitted,

David C. Howe, P.E., Secretary

Attachment 1 – Agenda

AGENDA

Executive Board Meeting
Professional Engineers in Private Practice (PEPP)
Missouri Society of Professional Engineers

March 7, 2008
MSPE Headquarters - Jefferson City, Missouri

1. Call to Order/Introductions
2. Minutes of December 7, 2007 Meeting
3. Treasurer's Report (Bruce)
4. Legislative Report (Bruce)

Old Business

5. Budget (Cliff)
6. PEPP Annual Schedule (Gary)
7. PEPP Initiative (Breck)
8. PEPP Awards (Kevin)

New Business

9. QBS Marketing Plan (Gary)
10. MoDOT 800 Bridges (Gary)
11. ADS Pipe Endorsement (Gary/Bruce)
12. New Board Member (Marc)
13. Open Discussion
14. Next Meeting June 20, 2008
15. Adjourn

Attachment 2 – Profit & Loss Detail

11:08 AM
 03/07/08
 Accrual Basis

MSPE
Profit & Loss Detail
 July 1, 2007 through March 7, 2008

Type	Date	Name	Memo	Amount	Balance
Income					
30600 - DUES - P.E.P.P. DIV.					
General Journal	8/29/2007	PRACTICE DI...		80.00	80.00
General Journal	9/28/2007	PRACTICE DI...		40.00	120.00
General Journal	11/21/2007	PRACTICE DI...		535.00	655.00
General Journal	2/5/2008	PRACTICE DI...		535.00	1,190.00
Total 30600 - DUES - P.E.P.P. DIV.				<u>1,190.00</u>	<u>1,190.00</u>
Total Income				1,190.00	1,190.00
Expense					
51000 - P.E.P.P. DIV. EXP.					
Check	8/10/2007	CLIFF JARVIS	NSPE MEETING, DEN...	1,200.00	1,200.00
Check	8/24/2007	CHARLES PO...	NSPE Denver Meeting	1,200.00	2,400.00
Check	10/2/2007	CITY OF ROL...	QBS AWARD CONTRI...	500.00	2,900.00
Check	10/2/2007	GARY STRACK	PEPP Meeting Expens...	34.26	2,934.26
Check	12/18/2007	ADVANTA BA...	PEPP MTG. MEAL	38.53	2,972.79
Total 51000 - P.E.P.P. DIV. EXP.				<u>2,972.79</u>	<u>2,972.79</u>
Total Expense				<u>2,972.79</u>	<u>2,972.79</u>
Net Income				<u>-1,782.79</u>	<u>-1,782.79</u>

Attachment 3 – Legislative Tracking Report

ACEC/MO / MSPE 2008 LEGISLATIVE TRACKING REPORT
As of February 25, 2008

Internet Bill Tracking Site: <http://www.house.state.mo.us/billcentral.aspx?pid=26>

HOUSE BILLS

Bill No.	Sponsor	Description - Details? Contact ACEC office.	ACEC/MO Position	MSPE Position	A/A Position	MARLS Position	(Other(s) Position	House Comm.	Comm. Action	Rules Comm.	House Calendar	House Action	Senate Comm.	Comm. Action	Senate Calendar
HB1338	Muschany	Prohibits any state entity from closing a state highway with a certain traffic volume for a continuous period exceeding 60 days	Oppose	Oppose				2 nd Read 1/10							
HB1453	Roorda	Amends planning and zoning for local governments	Monitor	Monitor				2 nd Read 1/10							
HB1469	Pratt	Changes the laws regarding certain appeals to the Administrative Hearing Commission	Monitor	Monitor				Judiciary 1/17	Hearing 1/28 Voted Do Pass Consent 1/28						
HB1603	Bringer	Prohibits water and sewer line easements from being considered as transfers of title of real property to counties	Monitor	Monitor				2 nd Read 1/14							
HB1670	Cooper	Removes the requirement for certification by the Department of Natural Resources before a sales and use tax exemption applies to the purchase or lease of certain items used to monitor water and air pollution	Monitor	Monitor				Ways & Means 1/24	Hearing 1/31 Voted Do Pass Consent 2/7	Hearing 2/11 Voted Dp Pass Consent 2/11		Perfected by Consent 2/19 3 rd Read & Passed 2/20	1 st Read 2/20		
HB1707	Baker	Authorizes school districts to enter into design-build contracts for construction projects costing more than \$15,000	Monitor	Monitor				Student Achievement 2/12	Hearing 2/20						
HB1728	Bivins	Protection from civil liability at public hearings	Monitor	Monitor				2 nd Read 1/22							
HB1747	Lampe	Removes the requirement that the Dir. of the Dept. of Transportation give an annual address on the state of transportation to a joint session of the General Assembly	Oppose	Oppose				2 nd Read 1/23							

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Bill No.	Sponsor	Description - Details? Contact ACEC office.	ACEC/MO Position	MSPE Position	AIA Position	MARLS Position	Other(s) Position	House Comm.	Comm. Action	Rules Comm.	House Calendar	House Action	Senate Comm.	Comm. Action	Senate Calendar
HB1766	Meadows	Requires the Dept. of Transportation to develop and implement a pavement mgmt. system for each mile of roadway in the state highway system to avoid a major replacement at the same time	Monitor	Monitor				2 nd Read 1/24							
HB1794	Deeken	Relating to reverse auctions for Missouri goods	Monitor	Monitor				2 nd Read 1/24							
HB1825	Komo	Requires government and public agencies to break up a contract into smaller parts if the overall size of the contract for a project prevents the use of in-state firms or contractors	Support	Support				2 nd Read 1/28							
HB1854	Bivins	Allows companies to conduct voluntary audits relating to compliance with environmental standards and regs.	Support	Support				Energy & Environ. 2/21							
HB1863	Baker	Requires state agencies to engage in energy conservation and state buildings to meet the International Energy Conservation Code	Support	Support				2 nd Read 1/28							
HB1994	Bivins	Changes the rgmts. for registering reservoirs, dams, and lagoons and obtaining operating and construction permits for these structures	Support	Support				2 nd Read 2/6							
HB2066	Wasson	Allows the Dept. of Health and Senior Services to establish a schedule of fees for architectural plan reviews of construction documents for certain health facilities	Monitor	Monitor				Prof. Regis. & Licensing 2/12	Hearing 2/25						

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HB2125	Schad	Creates laws relating to environmental permit coordination	Monitor	Monitor				2 nd Read 2/14							
HB2135	Bivins	Modifies requirements relating to the issuance of grants and loans by the Department of Natural Resources for storm water control	Monitor	Monitor				Energy & Environ. 2/21							
HB2148	Emery	Changes the laws regarding the Elevator Safety Board	Monitor	Monitor				Prof. Regis. & Licensing 2/21							
HJR50	Dusenberg	Proposes a constitut. amendment replacing the Hwys. & Transp. Commission with a Dir. of Transportation	Oppose	Oppose				Transp. 2/14							
HJR53	LeVota	Proposes a constitut. amendment replacing the Hwys. & Transp. Commission with a Dir. of Transportation	Oppose	Oppose				Transp. 1/17							
HJR67	Davis	Proposes a constitut. amendment distributing 10% of the general revenue growth to the State Road Fund and the State Transportation Fund	Monitor	Monitor				Transp. 2/14	Hearing 2/26						
HJR69	Bivins	Proposes a constitut. amendment modifying requirements for the Department of Natural Resources to issue grants and loans for storm water control	Monitor	Monitor				2 nd Read 2/18							

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SENATE BILLS

Bill No.	Sponsor	Description - Details? Contact ACEC office.	ACEC/MO Position	MSPE Position	AIA Position	MARLS Position	Other(s) Position	Senate Comm.	Comm. Action	Senate Calendar	Senate Perfectd	Budget Comm.	Senate Action	House Comm.	Comm. Action	House Calendar
SB729	Griesheimer	Creates the Missouri County Planning Act	Monitor	Monitor				Economic Devel. 1/10	Hearing 2/13 Voted Do Pass 2/20	#4 on Perfection Calendar 2/25						
SB738	Nodler	Permitting timelines for CAFO's	Monitor	Monitor				Agricul. Conserv. Parks 1/10	Hearing 2/5							
SB740	Nodler	Changes terms for federal stormwater requirements	Monitor	Monitor				Economic Devel. 1/10	Hearing 1/23							
SB741	Bray	Small employers can use Mo. Consolidated Health Care Plan	Support	Support				Health & Mental Health 1/10	Hearing 2/5							
SB788	Scott	Moves the divisions of finance, credit unions and professional registration, and the State Banking Board, to the Dept. of Insurance, Financial Institutions and Prof. Regis. by type III transfer	Monitor	Monitor				Financial & Govt. Orgs. 1/10	Hearing 1/22 Voted Do Pass 2/11	#11 on Informal Perfection Calendar 2/25						
SB793	Bartle	Toll Roads	Support	Support				Transp. 1/10	Hearing 1/23							
SB833	Bartle	Allows school districts to pay stipends to math and science teachers and allows licensing of teachers with a math or science degree	Support	Support				Education 1/14	Hearing 1/30							
SB884	Graham	Primary seatbelt enforcement	Support	Support				Transp. 1/15	Hearing 2/20							
SB896	Stouffer	Makes it easier to form and dissolve special road districts	Support	Support				Economic Devel. 1/15	Hearing 2/6 Voted Do Pass Consent 2/20	#15 on Consent Calendar 2/25						
SB904	Griesheimer	Underground facility safety	Monitor	Monitor				Comm., Energy & Env. 1/16	Hearing 1/24							
SB907	Engler	PSTIF sunset extended	Monitor	Monitor				Comm., Energy & Env. 1/16	Hearing 2/7 Voted Do Pass 2/14	#16 on Informal Perfection Calendar 2/25						

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SENATE BILLS

Bill No.	Sponsor	Description - Details? Contact ACEC office.	ACEC/MO Position	MSPE Position	AIA Position	MARLS Position	Other(s) Position	Senate Comm.	Comm. Action	Senate Calendar	Senate Perfected	Budget Comm.	Senate Action	House Comm.	Comm. Action	House Calendar
SJR43	Loudon	Distributes ten percent of general revenue growth to the State Road Fund and the State Transportation Fund	Support	Support				Govt. Acct. 1/22								
SJR45	Clemens	Grants and loans for stormwater	Support	Support				Agricul. Conserv. Parks 1/31	Hearing 2/26							

Attachment 4 – PEPP Schedule

MSPE State PEPP Board Annual Schedule

Chair (C): Schedule/Conduct Meetings
Chair Elect (CE): Draft Budget / Legislative Coord.
First-Vice Chair (FVC): Membership Coordinator
Second-Vice Chair (SVC): PEPP Initiatives Coordinator
Third Vice Chair (TVC): Awards Coordinator
Secretary/Treasurer (ST): Meeting Minutes
Immediate Past Chair (IPC): Advice / Recruit new member

SCHEDULE

JULY

- C & CE: Attend NSPE Annual meeting
- C: Attend Leadership Development

AUGUST

- C: Submit PEPP Board Officer List to MSPE
- C: Schedule PEPP Board Quarterly Meetings (2007 – 2008)
 - September 21
 - December 7 (~~Conference Call 1 to 3pm~~) unless weather issue
 - March 21
 - June 20 in St. Louis, 7:30 am

SEPTEMBER

- All: Quarterly Meeting
 - Identify Budget ideas
 - Identify recommendations for Fellows nominations Bill Clarke, Brad Parrish, Mike Meyers
 - Suggest award nominees DSA - Mike Meyers, Vernon Lawson QBS - City of St. Louis

OCTOBER

- TVC: Starts developing award nominations
 - Put the Brakes on Fatalities in October (10/10/07) #100 from Donations Independence St. Joseph
 - Distinguished Service Award (Kevin Slabicki, 2005) PD A - Riggs, Zook
 - Professional Development Award (Bartlett & West in 2006) Terracean
 - QBS (Rolla, 2006)

NOVEMBER

- Submit NSPE fellows nominations December 1

DECEMBER

- All: Quarterly Meeting
 - Budget Requests for "Miscellaneous" – Budget Due in March
 - Fall PDH Opportunity December 4, 5 @ Capitol Plaza
- TVC: Awards Update and assist Cherie in submitting prior year award winners for NSPE PEPP Award and NSPE Distinguished Service Award (application due at NSPE 1/31)
- C: Complete and submit State PEPP report to MSPE for January Board Meeting

JANUARY

- CE: Develop and submit PEPP Board budget to MSPE State Board – Due March 1 to MSPE State Board

FEBRUARY

- TVC: NSPE PEPP Professional Development Award, PEPP Award (reflects career accomplishments) and PEPP Merit Award (reflects service to PEPP) due at NSPE 3/1

MARCH

- All: Quarterly Meeting
 - Select QBS Award winner, Professional Development Award & Distinguished Service Award; Engineers Day at Capitol (ACEC/MSPE) – March in 2007
- SVC: Plan Budget for PEPP Initiative
- TVC: Distinguished Service Award, PEPP QBS Award due at MSPE 4/1; PEPP QBS Award due at NSPE 4/12

APRIL

- C: Send last year's State PEPP report for NSPE to CE
- TVC: PEPP QBS Award due at NSPE 4/12 (Forward from previous year)

MAY

- IPC: Recruit new Board member
- C: Complete and submit State PEPP report to MSPE
- CE: Complete and submit State PEPP report to NSPE

JUNE

- All: Quarterly Meeting at MSPE convention June 19 – 21 at Sheraton Hotel in St. Louis

Westport