

Brian Wilson

From: Brian Wilson
Sent: Sunday, May 31, 2009 10:02 PM
To: Brian Wilson
Subject: Engineers Without Borders - WI Professionals - 5/20 Meeting Summary & Other Items
Attachments: EWB-WPP Contact Info.doc; 2009-06-13 Pig Roast.pdf; 2009-05-20 Agenda.pdf

Good evening,

I'm sending this email to you for the following reasons:

1. Request additional contact information from you
2. Pass along an invitation to a Pig Roast hosted by Mike Paddock
3. Provide minutes & a summary of the 5/20 EWB-WPP meeting

Item 1 – Contact Information

We would like to receive additional contact information from you. It is our hope that, by knowing additional information about your occupation and approximate locations of employment & residence, we can serve you better by tailoring our meeting locations and requests for assistance. **Please fill out the attached contact information form** and email it back to me by June 15, 2009.

Item 2 – Pig Roast

Please see the attached Pig Roast invitation from Mike Paddock.

Item 3 – May 20 Meeting Summary

Please review the attached meeting agenda & the notes below for a summary of the recent May 20 EWB-WPP meeting. Thank you to all who attended, provided input, and/or offered to help out with various tasks. We are going to meet internally this summer and schedule meetings for Fall 2009 and beyond.

Meeting Summary

The meeting started at 6:10 pm on May 20, 2009, with 17 people in attendance. Discussion followed the attached agenda.

Treasurer Mark Maday provided a brief Treasurer's Report. WPP has two accounts held at EWB-USA. One is for the La Garrucha, Guatemala water project, and the other is a general EWB-WPP account.

Brief updates were provided on the following active student chapter projects:

- UW-Platteville - Gidi Footbridge, Ghana, West Africa
- MSOE - El Portuguese box culvert and solar project for school near Joyabaj
- UW-Milwaukee - Quechip water project
- Marquette - La Garrucha water project, Honduras water project and La Providencia hydro electric project
- Michigan Tech - Bolivia point of use water project and El Porvenir, Honduras day care/nutrition center

Angie Reifenberg, TAC Chairperson reported that a meeting would be held in the near future to kick off design activities on the two projects to be designed by WPP. Those projects are bridges at Tres Cruces and Rio Chiquito, both in the Municipality of Joyabaj in Guatemala.

Max Schmiede noted that EWB-USA is emphasizing greater documentation in general, which includes a Corrective Actions Process with three different levels of actions/sanctions that could be implemented against a chapter depending on the severity of the issue and/or risk of failure. EWB also desires to have all mentors meet certain qualifications. Documents addressing both of these issues are available for anyone to review on the EWB-USA website, www.ewb-usa.org.

Secretary/Membership Chair Brian Wilson reported that a number of replies have been received to our request for volunteers (Agenda item 4a). During and after the meeting additional positions were filled. The following is our

current roster and positions that still need to be filled. If you are interested in filling a vacant position, please contact me to do so.

- a. Membership Inventory
 - Brian Wilson
- b. Meeting Committee
 - Meghan Wahlstrom-Ramler
 - Neal Styka
 - Mark Rapant
- c. Newsletter Committee
 - Tim Wood
 - Carrie Cooper
- d. TAC Liaisons (1 per student chapter)
 - Marquette: Peter Starck
 - UW-Milwaukee: Travis Haas
 - MSOE: vacant
 - UW-Platteville: Michelle Gehrke
 - Michigan Tech: Max Schmiede
- e. Fundraising Committee (3 people)
 - Meghan Wahlstrom-Ramler
 - Denny Hadiwinata
 - vacant

Discussion on meetings (Agenda item 4b) resulted in the following:

- a. Frequency/Time/Location - current format of 4 meetings per year is preferred, maybe 5 maximum
- b. Send out newsletters on a reasonable frequency to keep people informed
- c. Same day of week is preferred for meetings so people can get them on their calendars (or send out all meeting dates in advance and include frequent reminders in correspondence)
- d. Evening meetings were preferred. 6 pm was determined to be a good time.
- e. Rotating locations was considered a good idea
- f. Potential Topics
 - Presentations on projects being developed by local chapters
 - Presentations on technical design of projects in third world countries
 - Could have vendors come & do demonstrations (solar, etc – Brian Sides idea from St Louis chapter)
- g. Potential Formats
 - Look into/request assistance with webconferencing/videoconferencing
 - Could do Skype for meetings (would be audio only for more than one person)
 - Could have film students or others videotape the presentations & put them on YouTube
 - If the presentations are in video format, could put those directly on YouTube
 - If presentations are in PowerPoint, could send those out to members or put on website

The meeting was adjourned at 7:30 pm.

Thanks again for your help & your interest in EWB!

Your WPP Executive Committee,

Max Schmiede - President

Daniel Zitomer - Vice President

Brian Wilson - Secretary/Membership Chair

Mark Maday - Treasurer/Fundraising Chair

Angela Reifenberg - TAC Chair

Mike Paddock - Past President

EWB-WPP website: www.eng.mu.edu/~ewb/wpp/



Brian J. Wilson, P.E.

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Engineers Without Borders Wisconsin Professional Partners Chapter

www.eng.mu.edu/~ewb/wpp/

EWB – Wisconsin Professional Partners Contact Information

Please fill out this form and return it to bwilson@emcsinc.com.

First Name:	_____		
Last Name:	_____		
Email:	_____		
Occupation:	Engineer <input type="checkbox"/> Type/Field: _____	Other <input type="checkbox"/> Specify: _____	
Employer:	_____		Retired <input type="checkbox"/>
County of Employment:	_____		
County of Residence:	_____		

Note: Information will solely be used to contact you regarding Engineers Without Borders - Wisconsin Professional Partners chapter activities and information. County of residence and employment is requested in order to help determine appropriate locations for chapter meetings.

Agenda

EWB – Professional Partners meeting, May 20, 2009

6:00 pm – Marquette Memorial Union, Room 227

1. Introductions

2. Reports
 - a. Treasurer
 - b. Student chapter projects status/mentor teams
 - c. WPP projects status

3. EWB Update

4. Chapter Planning – WPP Moving Forward discussion
 - a. Volunteer status in response to May 15 e-mail
 - Membership inventory (1 to 2 people requested)
 - Meeting committee (2 to 3 people requested)
 - Newsletter committee (1 to 2 people requested)
 - TAC/liasons with student chapters (Marquette, MSOE, UW-Milwaukee, UW-Platteville, Michigan Tech) (5 people requested)
 - Fundraising (3 people requested)
 - b. Meetings
 - Frequency
 - Start time/duration
 - Venue location and type
 - Agenda and speaker topics
 - Webcast/conference capability
 - Joint with other chapters, i.e. Madison, Chicago

5. Adjourn