

The "LTC Report" is intended to provide leaders from Regions, Sections and Branches, with highlights of recent and upcoming activities, and recommended web links to valuable relevant resources.

## ASCE's Leader Training Committee Fall Meeting

The Leader Training Committee (LTC) held its meeting on September 24-25, in Reston, VA.

### LTC Members

<a href="#">Don Wittmer</a> , P.E., M.ASCE	Region 3, Chair
<a href="#">Lauren Swett</a> , P.E., M.ASCE	Region 1
<a href="#">Shawn Kelley</a> , Ph.D., P.E., M.ASCE	Region 1
<a href="#">Greg Kuklinski</a> , P.E., M.ASCE	Region 2
<a href="#">Monica Sartain</a> , P.E., M.ASCE	Region 4
<a href="#">Melissa Wheeler</a> , M.ASCE	Region 5
<a href="#">Aaron Frits</a> , P.E., M.ASCE	Region 7
<a href="#">Ron Iwamoto</a> , P.E., M.ASCE	Region 8
<a href="#">Tony Akel</a> , P.E., M.ASCE	Region 9
<a href="#">Nancy Berson</a> , Aff.M.ASCE	Staff Contact

Thank you to Don Wittmer and Ron Iwamoto who will be rolling off the committee in October, and welcome to Bob Lamoreaux and Clay Forister who are joining the committee this fall!

Please visit the LTC website at:

<http://regions.asce.org/leader-training-committee/> for upcoming events, Section and Branch Awards information, and a multitude of other useful resources and links. We are constantly updating the website so visit often for new topics.

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## Conference Calls and Webinars

Hundreds of ASCE leaders have participated in our conference calls and webinars with their peers. Similar opportunities will be offered again for the new Section, Branch, and Region leaders. If you miss the opportunity to participate, the recording links and PowerPoints can be found on the LTC website and below. Also listed are the proposed dates for the upcoming year.

- [Potential Governors Webinar](#)  
September 27, 2018
- [Struggling Sections & Branch Webinar](#)  
October 2, 2018
- [Region to Region Exchange](#)  
October 9 and 17, 2018
- [Section to Section Exchange](#)  
October 23 and 25, 2018
- [Region Best Practices Webinar](#)  
October 30, 2018
- [Section & Branch Best Practices Webinar](#)  
October 24, 2018
- [Ask the President](#)  
November 2018
- [Geographic Services Conference Calls](#)  
Fall 2018
- [Committee Chair Training Webinar](#)  
November 2018
- [Region Governors Refresher Webinar](#)  
Spring 2019
- [Legal Webinar for Sections and Branches](#)  
Spring 2019

## 2018 Presidents and Governors Forum



On September 23-24, 2018, over 100 Section and Branch Presidents, Region Governors and Society Directors from across the country and abroad attended the annual Presidents and Governors Forum (PGF) in Reston, VA at ASCE Headquarters. This event was organized and moderated by ASCE's Leader Training Committee (LTC).

The purpose of the PGF is to provide a venue for current Section/Branch and Region Leaders to gain the knowledge to effectively and efficiently run their local units. The conference provides an opportunity for attendees to network and brainstorm with each other, gain leadership skills, learn about ASCE resources from other ASCE volunteers and staff and discuss Best Practices to take back to your Section/Branch. Networking receptions were held on both Saturday and Sunday, and attended by many of the conference attendees.

On Sunday, topics included an Introduction to your Presidency and How to Utilize your Governors; an Introduction to Region 10; Roundtable Discussions on Section and Branch Challenges; How to Be A GREAT Leader at Work and in ASCE and ASCE Resources. Seasoned Section and Branch leaders and Region Governors spoke about their experiences in successful use of social media, student transition successes. President Swallow, President-Elect Kemper, President Elect-elect Gunalan and Executive Director Tom Smith also shared their thoughts and experiences. The conference continued on Monday with additional Section and Branch Best Practice breakout sessions on Struggling Sections/Branches, Developing a State Infrastructure Report Card, Attracting Younger Members through Diversity Programs, Successful Sections/Branches, and Student Transition strategies. The program was topped off with a presentation on Legal issues for Sections and Branches by ASCE's General Counsel Tara Hoke.

Based on this year's feedback it appears that attendees were able to take away a lot of valuable information and ideas for their Sections & Branches. LTC looks forward to next year!

For more information about the PGF, please visit LTC's website at: <http://regions.asce.org/leader-training-committee/pgf>

## Potential Region Governor Webinar

LTC hosted a webinar September 27<sup>th</sup> at 2pm EDT for those leaders interested in becoming a Region Governor. The webinar covered Region Governor duties, communication, leadership, and requirements. LTC is also discussing a webinar for potential Region Directors to brief potential candidates on the roles and responsibilities of this position.

### Region Governors Qualifications

This document incorporates expectations such as projected time commitment and potential out of pocket expenses, and may be accessed at: [LTC Website Resources Page](#)

Applications and associated documents are due December 1<sup>st</sup> to the Region Chair and Society Secretary.

## Section and Branch Website Support

If your Section or Branch is experiencing challenges with the upkeep of your website due to the complexity of maintaining it, you might want to consider becoming a part of ASCE's website support program which currently includes over 50 participating Sections and Branches. These sites are primarily intended for Sections and Branches who lack the local resources or time to maintain websites. Participating Sections and Branches will receive a template and basic training to update their sites. The site uses Drupal software which is relatively easy to maintain. One of our sample sites can be found at <http://sections.asce.org/cleveland>.

Please remember these are basic websites with a fixed template. If you are interested in finding out more about this resource, please contact Daryl Morais at [dmorais@asce.org](mailto:dmorais@asce.org) or at 703-295-6042.



## Best Practices

The latest editions of the Section and Branch Best Practices Guide include 86 Best Practices and the Region Best Practices Guide include 20 Best Practices. These documents are currently posted on our website at: [LTC Website Resources Page](#)

LTC is always looking for new Best Practices to share with other Sections/Branches or Regions. If you have an activity, event, or process you would like to share, we encourage you to complete and submit a "Best Practices Guide Information Request Form" – also available on the website. You may also contact LTC member Tony Akel, P.E., M.ASCE, who coordinates the Best Practices effort, at [takel@akeleng.com](mailto:takel@akeleng.com)

## Best Practice of the Month Articles

Best Practices articles may be found in the monthly Section Informant portion of the Leadership Letter. These articles are put together by LTC Corresponding Members and highlight a Best Practice that you may wish to implement in your Section or Branch.

## Talking Points

Are you using our Talking Points? LTC maintains a series of 21 Talking Point documents. These are 1-2 page summaries with PowerPoint presentation templates on the following topics:

### ASCE INITIATIVES / STRATEGIES

1. Sustainability and ASCE
2. Grand Challenge
3. Raise the Bar

### INSTITUTES

4. Specialty Certification
5. Committee on Technical Advancement
6. Utility Engineering & Surveying Institute
7. Establishing Local Institute Chapters

### GOVERNMENT RELATIONS

8. Developing State Report Cards
9. Government Relations

### SECTION RESOURCES

10. Best Practices
11. Reasons to Attend the WSBL and PGF
12. Life Member Involvement

### K-12 STUDENT OUTREACH

13. Dream Big
14. Pre-College Outreach

### MEMBER RETENTION/TRANSITION

15. Outreach to Student Chapters
16. Younger Member Retention
17. Student Member Transition to Associate Member

### PROFESSIONAL AND LEADERSHIP

18. Developing Leaders
19. Ethics

### ASCE SUPPORT PROGRAMS

20. ASCE Foundation
21. Public Agency Peer Review

These are excellent resources for Region Directors, Governors, and Section and Branch Presidents, and we strongly recommend using them when addressing Sections/Branches, Student Groups, or other constituent groups. You can also develop talks to revolve around the programs and activities of the Society.

PowerPoint presentations are also available to accompany the Talking Points. The Talking Points and corresponding presentations are posted on the LTC website at:

<http://regions.asce.org/leader-training-committee/resources>

If you have new ideas for a future Talking Point, please contact LTC member Shawn Kelley, Ph.D., P.E., M.ASCE at [skelley2154@hotmail.com](mailto:skelley2154@hotmail.com)

## 2019 Multi-Region Leadership Conferences

LTC is collaborating with the Committee on Younger Members (CYM) and the Committee on Student Members (CSM) and members of the Technical Region to plan the 2019 MRLCs. These Conferences provide a good mix of leadership training and information on ASCE resources and activities. The MRLC not only assists you in your leadership role, but also provides Professional Development opportunities. Invitations will be sent this fall, so start deciding now who will represent your Section or Branch!

LTC will also continue to encourage and embrace the participation of the Institute leaders at the 2019 MRLC's.

<b>Jan. 25-26</b>	Regions 1,2,4&5 MRLC in Orlando, FL
<b>Feb. 8-9</b>	Regions 3,6&7 MRLC in Dallas, TX
<b>March 8-9</b>	Regions 8&9 in MRLC in Honolulu, HI

Don't forget to mark your calendars, as we are looking forward to seeing you or representatives from your Region, Section or Branch!

## Section, Branch & Region Action Calendar

<b>Oct. 12-15</b>	Annual Convention in Denver, CO
<b>Oct. 30</b>	Outstanding Section and Branch Award nominations are due
<b>Nov. 30</b>	Section, Branch and Region Annual Reports are due
<b>Dec. 15</b>	Section Federal Tax Filing due to ASCE's Accounting Dept.
<b>June 1</b>	Submissions are due for the Outstanding Section & Branch Web Award
<b>Sept. 1</b>	Section and Branch Leadership Reports Due
<b>Sept. 22-23</b>	Presidents and Governors Forum in Reston

## Outstanding Section and Branch Award

The Leader Training Committee (LTC) invites you to nominate your Section or Branch for the 2018 Outstanding Section and Branch Award. This program recognizes Sections and Branches that have made an outstanding contribution to the Society and their community through their programs and activities.

Your Section or Branch may have several programs that are worthy of recognition. Please take this opportunity to be acknowledged for your accomplishments. Award information is available on the LTC website, or you may download a copy at: [2018 Outstanding Section & Branch Nomination Form](#). Please note that the deadline is October 30, 2018.

## Struggling Sections and Branches

Section & Branch leaders will present on their personal experiences with reinvigorating struggling Sections & Branches. We hope the information will be helpful for those of you who may be experiencing your own challenges. The webinar is scheduled for October 2<sup>nd</sup> at 2pm EDT. Please contact Nancy Berson [nberson@asce.org](mailto:nberson@asce.org) if you wish to participate.

## LTC Social Media

The Geographic Units Facebook Group, with nearly 300 Section, Branch and Region leaders, provides a forum for open discussion and sharing of ideas, activities, photos and other relevant posts by Sections, Branches, and Regions. The URL is <https://www.facebook.com/groups/GSDASCE>. If you are not a member, please visit this link and click on the "join" button. The Geographic Services staff will verify and activate your request. Join in on the conversations, add to the discussions, and learn from your colleagues from around the country. For information on joining, please contact Nancy Berson at [nberson@asce.org](mailto:nberson@asce.org).

## LTC Website Updates

Check out the recent additions to our website and resources page, including:

- Protocol for Talking to Media
- Good Governance Policies
- Government and Media Relations Web Links

## Region Recap

Many LTC actions and resources directly impact Region Directors and Governors.

### **LTC Participation in Region Meetings**

LTC welcomes the opportunity to participate in your Region Conference Calls. We also look forward to attending your next face-to-face meeting when feasible and offer whatever assistance you need.

### **Region Annual Report Content**

Region Annual Reports are posted in the Region Governors Collaborate Community and we encourage all Directors and Governors to review other Region's reports.

### **Incoming Region Director Training**

LTC continues to explore additional training opportunities for incoming Region Directors. If there are specific leadership training programs that the Directors are looking for, please let LTC know.