

Best Practices Information Request Form

Sections and Branches

The Leader Training Committee (LTC) is continuously expanding their Best Practices Guide to document successful activities and practices in our Sections and Branches.

Please use this form (Word format) to document your group's successful activity so we can share it with other leaders. We strongly encourage you to attach relevant graphics and photos (either embedded in the Word document or as attachments, PDF, jpg, tif, or other formats). We will incorporate the new Best Practice in the Guide and post it to the web site. Please return your completed form to Brian Pawula at blpawula@hornershifrin.com and/or Nancy Berson at nberson@asce.org.

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| Date | 6/5/2026 |
| PROJECT TITLE | Coffee Chats |
| 1. Section/Branch | Texas Section, Austin Branch |
| 2. Section/Branch Size | |
| 3. Project Contact | |
| Name | Augustine Verrengia |
| Phone Number | (512) 785-9425 |
| Email | Aav.asce@gmail.com |
| 4. Project Category | Membership Development |
| 5. Project Description | Each month, the Austin Branch hosts an open "Coffee Chat" for its members. This free event, with coffee provided by the Branch, offers a casual, no-agenda setting designed to bring members together, encourage networking, and foster informal discussions on current and relevant topics. |
| 6. The Process (What you did, When and How) | See above. |
| 7. Those in Charge (Committee, Task Committee, Etc.) | Our Vice President of Programs is responsible for coordinating the event, including selecting the date, time, and location to ensure successful planning and execution. |
| 8. Time Frame (When Started, When Completed) | Started in 2024 and ongoing. |

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| 9. Success Factors (The Parts that Worked Really Well) | The event has consistently attracted approximately 10–15 members and has successfully engaged individuals who might not otherwise attend other regular Branch luncheons. |
| 10. Setback Factors (The Parts that did Not Work Well) | N/A |
| 11. Creativity (This is something off the wall that we did) | N/A |
| 12. Administration (What was most Important?) | Promote the event and actively disseminate information to ensure strong awareness and engagement among members. |
| 13. Follow-Up (What was most important?) | N/A |
| 14. Recommendations (What you should ALWAYS do with this project?) | The original intent was to engage members across our service area who may otherwise be unable to travel to attend Branch luncheons. With that in mind, rotating the event among different locations is a strong approach to broaden reach and engage a more diverse audience. |
| 15. Cautions (What you should NEVER do with this project?) | N/A |
| 16. The Outcome | Members have consistently expressed strong appreciation for the event, highlighting its value and positive impact. |
| 17. Ongoing Activity (Would you do it again?) | Yes. |
| 18. Speaker Contact Information (person from your group who would be willing to speak about the Best Practice) | |
| Name | Augustine Verrengia |
| Phone Number | (512) 785-9425 |
| Email | Aav.asce@gmail.com |
| 19. Additional Comments (We strongly recommend attaching relevant photos and graphics) | N/A |