

## Meeting minutes NJCoast ExCom October 14, 2021

Attendees: Irfan Lateef, Chair of the Section; John Deltuvia, Secretary of the Section; Prasad Atluri, Chair, COM19; Frank Feather, Chair, PE31; Kit August, Chair, SIGHT; Bala Prasanna, Treasurer, Region 1; Thomas Willis, Vice Chair, SIGHT; Anthony Manfredi.

Prior to the meeting proper, members congratulated Bala on his recent election. Bala addressed the problem with the partnership with a for-profit conference, that there may be a problem with the IEEE non-profit status. Bala also stated that the IEEE never gave the Cybersummit Conference permission to use IEEE logos. John also asked Bala how to get the new logo based on the R1 logo approved. When Frank Feather signed on, John told him that his Chapter had been added as a sponsor to a talk but he had nothing to worry about doing anything. Frank was thankful for that process.

At 609 PM, Irfan declared the meeting open. A quorum was not present. Irfan formally congratulated Bala for his election as a Region 1 director. Bala thanked people for their congratulations, and said that he would continue to be involved in NJCS activities as time allowed. Bala also said that Filomena will have to familiarize herself with the new IEEE financial system. Chapter chairs and treasurers also need to be up to date with the new system. Bala also stated that the conflict of interest form must be sent in by designated officers. He also said that some sections have started meeting in face-to-face situations.

Irfan thanked Bala and brought up the face-to-face situation. He proposed some sort of end-of-year gathering.

John stated that he had contacted the IEEE EERT and they have stated that each unit can decide on its own safety at this time in reference to COVID about face-to-face gatherings. A discussion ensued on the Holmdel Senior Citizen center as well as identifying another venue. Bala commented that other sections try to satisfy about 80% - 90% of members about COVID safety. Irfan talked about talks with Raghu as well as Fran O'Connell of PJCS, and was inclined not to do a joint gathering.

Frank stated that it sounds like a good idea, but he's not up-to-date on COVID. John commented that nobody can predict what things will be like in December. Irfan said that based on what Bala said, that we should not worry about having to cancel, and that we should just plan on having it. John replied that as had been pointed out in prior meetings, we don't know what the situation will be like in December. Irfan said that R1 was permitted to contract for a venue where if, due to COVID, the event had to be cancelled, they would lose no money and hold the event in 2022. John agreed that was a good idea and that his concern was that we don't lose any money.

Kit said that her concern was that we don't lose any humans. Irfan suggested a virtual dinner for those who cannot attend, and Kit agreed that was an excellent plan.

John asked if Anthony had anything to say, and he reported that he needs to talk to some people at Monmouth about IEEE.

Prasad said that he was OK as long as we follow basic protocols. Basically, his protocols are based on his employer: if someone is not actually eating, they should be wearing a mask.

The minutes of the prior meeting were reviewed with a summary reading and approved.

John then read the submitted chapter reports (to be appended to the end of these minutes as soon as he figures out where he put them on his computer.) There was a call for any other reports.

Kit reported that PACE submitted a grant proposal two months ago. The funding source wants a little more information and it will be supplied to them. They are also planning a drop-in session. The project is on health and well-being and includes a workflow for transparent design. She stated that she was grateful that Irfan and his daughter want to be involved in the project. Kit also asked how Region 1 can get more involved in humanitarian technology projects.

Irfan stated that he would try to reach out to the Holmdel school system to arrange a talk by Kit on this project.

Irfan next congratulated Anjali and Filomena for awards from Region. Anjali has won the Regional award in technology, and Filomena has won the award for supporting section activities.

Bala brought up the need for mentorship for filling vacancies as they come up, using himself as an example – he was previously Vice Chair of this section, but now we don't have a Vice Chair of Section since he accepted Region responsibilities.

John asked if there's any easy way to relate the long codes for units to the units they are, because some of the units themselves don't know the codes. Bala said he'd get back to John on that.

Irfan turned back to the end of year celebration and proposed some dates for it. He suggested the 2<sup>nd</sup>, 9<sup>th</sup>, or 16<sup>th</sup> of December. John said that it would be good to have a 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> choice in case a vendor is not available. Kit mentioned the Catholic holy day of obligation, but John said that that is on the 8<sup>th</sup>, so we're clear on that. Irfan asked John to send out an email polling volunteers about the dates.

Irfan raised a concern about expiration of officer terms. Bala said that Frank Laslo should be consulted, and it was agreed to do things by email. Bala thought that the R1 secretary was tracking these things. John also pointed out that we rarely have more than one candidate for any position, so elections are moot.

Prasad asked if there are any rules about how long someone can hold a position, and John explained that the IEEE Officer Reporting application prevents people from holding a position longer than the rules allow for. John also explained that the MGA rules are a maximum of six years, and that is enforced by the computer program. John also mentioned that Frank Laszlo has a skeleton for local operating procedures, but that they have not yet been completed.

The next meeting was scheduled for November 11, 2021 at 6 PM. That will be the last meeting for the year because the gathering will be in December.

Irfan then closed the meeting.