



INTERNATIONAL RIGHT OF WAY ASSOCIATION

International Asset Management Committee

Conference Call

August 12, 2009

10:00 a.m. Central Time

Participating in conference call were:

Cynthia L. Gan, SR/WA Chair

Sue Findley, SR/WA

Bob Drayton, SR/WA Vice Chair

Sheryl Badin, SR/WA

Dean Harris, SR/WA

Patrick Grace, SR/WA

Jim Prossick, SR/WA

I. Discussed Events Schedule for 2009 - 2010

September 2009	Call for Topics Calgary 2010 Sessions
October 14, 2009	Conference Call and Session Titles Due
December 9, 2009	Conference Call
January 26-28, 2010	FAU in Las Vegas
January 29, 2010	IAMC meeting in Las Vegas
March 2010	Conference Call
April 2010	Final Session Preparation
May 2010	Conference Call
June 26, 2010	IEC/Committee Chair and Vice Chair Meeting
June 27, 2010	IAMC Meeting in Calgary
June 27-30, 2010	Annual Conference in Calgary, AB

Encouraged everyone to participate in calls and attend Jan & June IAMC Meetings.

While we have a large number of core members others on the committee need to become involved and as shown by the events above there are numerous ways to become active

II. Membership Roster / Current Committee Members

Discussed newest member Tim Findley; however, per Bonnie Gray from IRWA he is not an active member and his name will not be submitted

Region and Chapter Asset Management Contacts

As we discussed at the IAMC Meeting in Indianapolis, Dean Harris collected information on number of Chapter Chairs and there are only 13. Region reps should contact the Region Chair to find out about this and coordinate and become active on getting information to those existing Chapter Chairs and together work with Region Chair of their Regions to recruit Chapter Chairs for the Asset Management Committees. We want to this year get more involved with getting information to the Chapters on Asset Management

Letter of Commitment for Committee Members

Cynthia Gan will be sending out a letter to each of the committee members in the next few weeks for their input on committee involvement. There are currently members who are not active and while we realize every member cannot attend all functions between the conference calls, other assistance needed with the committee there are ways to be active. Other committees have letters such as this so it is nothing particular to our committee.

Conflict of Interest Statements

At our Annual IAMC meeting all those who attended signed these statements and the commitment letter Cynthia will send out will also include one for those who have not submitted theirs. In the future prior to our IAMC annual meeting, the commitment letter and Conflict of Interest Statements will be needed before the members can continue serving on the international committee.

III. Course Revisions and new Course for IAMC

Bob Drayton discussed the course revisions and need to continue working with the IRWA to see what is needed from our committee and where we are on the course revisions. Bob has a letter and will revise that – bottom line, we need guidance. Sandy Grigg, now the International President introduced a course which had been written and received well in the Canadian chapters. Sandy, Bob and Cynthia discussed and with little effort this course can be finalized to be used for the IAMC Certification. After further review of that course; however, it appears the material is more like a manual and does not include enough information (the meat) so a 1 day or 2 day course with exercises on how to calculate rental/usable/core factor, etc. can be developed so we will look at that. There is a committee reviewing that, currently it is Bob, Sue, and Cynthia. Other suggestions for courses were a 1-day introduction course – Property Management for the Right of Way Agent. There was discussion and suggestions on courses that need to include what a right-of-way agent needs to do to prepare, get ready either a session at one of our conferences or a 1-day course. This is critical for us to make this a priority because we need to have courses that we are proud to promote for the certification. It's a way to get other members who we know are working in this field and need training. We want the IRWA to offer this for that reason as well as to have new courses for recertification of Asset Management. We also discussed looking at others who may have resources that could be turned into courses.

IV. Indianapolis Sessions Discussion

While we had just 4 sessions this year at the conference everyone agreed that our sessions were well presented (thank you to all those moderators and speakers who worked on those) and all the sessions were well attended.

V. Proposed Topics for Calgary in 2010

We discussed and brainstormed all the topics at our annual meeting and went over these. While Russell Crook, SR/WA was unable to participate in the call today, Cynthia will get an update on the status of these as topics are needed to IRWA in September. Topics:

1. What is Asset Management

2. **PSAB 3150 The Public Sector Activities Board – New Initiative 2009 Municipal or Public Funded Straight Line Depreciation**
3. **TUC Edmonton and Calgary need for Railroads – Right of Way is being developed. Transportation Utility Corridors**
4. **Olympic Facilities – had 1988 Olympics – (2010 Vancouver)**
5. **RAMBO – Right of Way Asset Management Business Optimization**
6. **PEOPLE – Infrastructure and sustainability – Green Building**
7. **BANF HOTEL – Natural Asset – 1 hour each way**

While we discussed these in great length our goal is to submit the titles in September. We want to ensure that we keep a People session, places and things which is our “logo” and with individual committee sessions and possible joint sessions with LPA and/or others we will move forward on making these a reality – first step, submit our topics.

VI. Other

- **Strategic Plan (1-3 year plan)**

Bob Drayton discussed the plan that we went over and focused on structure of our committee, with the need for sub-committees. There is a sub-committee for the course review (Education which is Sue Findley) and we would like one for hot topics, format of the semi-annual newsletter, etc. We will discuss the subcommittees more in the future as we get the letter of commitments back in.

- **Committee Website**

Dean Harris has been assisting with the website so he is currently our POC for this

- **Canned Presentation**

Jim just formatted the latest version which is 28 pages and sent by an email to everyone. Please review. He indicated he still would like to have more examples of things that have worked so we want this completed to our meeting in January after the FAU.

- **Articles for Magazine**

We discussed the article for the magazine and we need to get one in for this year. Dean Harris has suggested that he set up interview questions and send out so we can answer and submit those. It was well received – we don’t know how the IRWA will look at that and there were discussions as the timeframe for submitting articles is 2 months out for the magazines. Bob is on the review committee and we will make this a priority to get something in by next spring.

- **Semi-Annual Newsletter**

We discussed this as a group in Indianapolis and today decided that we will try to have our newsletter out by next Spring timeframe and in the future Spring & Fall. We will keep it short, 1 page or no more than 2. POC is needed to move forward on this. This is a good way to promote our courses as well as our sessions at the conference each year if we have one in the spring 2010.

Exciting news: Janet Parks, SR/WA; R/W-AMC; R/W-NAC.

Janet Parks received her SR/WA at the annual conference. She just obtained the R/W-AMC and the R/W-NAC.

Sue Findley, SR/WA just obtained her R/W-AMC and will be presented her certificate at the Awards Luncheon on August 13, 2009.

Congratulations to both of you and we are so glad to have you on our Committee!!!!

**Hope you learned something from reading about what our committee is doing.
We have a great group and welcome ideas, suggestions from everyone.**

**Submitted by:
Cynthia L. Gan, SR/WA
Chair, IAMC**