

INTERNATIONAL RIGHT OF WAY ASSOCIATION
INTERNATIONAL ASSET MANAGEMENT COMMITTEE
CONFERENCE CALL
August 31, 2010

Committee Members Online: Committee Chair - Robert Drayton, SR/WA, R/W-AMC, R/W-RAC
Karen Coon; Sue Findley, SR/WA; Patrick Grace, SR/WA, Dean Harris, SR/WA, Janet Parks, SR/WA,
R/W-AMC Jim Prossick, SR/WA, R/W-AC, R/W-RAC; Mark Riggs, SR/WA; Russell Crook, SR/WA tried
to sign in on the conference call but was unable to connect.

Bob Drayton, Chairman started the conference call by thanking everyone that was able to attend the 2010 Conference in Calgary. He stated that everyone present in Calgary had signed the Conflict of Interest Forms. He will be sending forms to those that were not in attendance as they need to be signed each year. He also indicated that a new membership roster has been posted on the Web and that we may have one new potential committee member.

The following topics were discussed:

1. Round Table with Clyde Johnson. Sue Findley will follow up with Clyde.
2. Surplus Property – Jim Prossick will present our Canned Speech that the committee has worked on. Janet Parks will speak to John Murphy who has stated he will speak on this topic for us.
3. Green Buildings in partnership with the Environmental Committee. (Possible tour of a Green Building?) Sue Findley to speak to Jim Price and Janet Parks volunteered to speak to Carolyn Carrica from Region 1.
4. Underground Atlanta Tour – Karen will speak to her sister and Sue Findley to speak to Clyde regarding a potential tour.

Bob reported on the following:

◦ The review of the 700 courses is still underway. Course 702 may be coming back; however no one was able to remember what this course contains. There was a question on whether the questions asked of Sheryl Badin from the IPDC were ever answered and Bob reported that she had partially responded and would be forwarding the information on to the Committee.

◦ The FAU will be held this year in Washington DC on January 25-27 and our Asset Committee will be meeting on January 28th.

◦ Deadline date for topics is the second week of September.

◦ The next Conference Call will be held October 5 at 11:00 AM Eastern; 8:00 Am Pacific time and Bob will send out a meeting notice.

◦ Bob will be using Cynthia's format from last year for the fall newsletter and Jim will prepare a short intro for the Surplus Canned Class seminar that will be presented in Atlanta.

A potential topic for the Seattle Conference might be a follow up on the Sale of Government Properties looking at how the sale / leasebacks are working, etc.

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Calgary Canada

June 27, 2010

Committee Members Present: Committee Chair - Cynthia Gan, SR/WA, Committee Vice-Chair -Robert Drayton, SR/WA, R/W-AMC; R/W-RAC; Karen Coon, SR/WA; Russell Crook, SR/WA; Patrick Grace, SR/WA; Jack Holt, SR/WA; Matt Williams, SR/WA; Janet Parks, SR/WA, R/W-AMC; Jim Prossick, SR/WA; and Cheryl Baden, SR/WA, IEPD representative. Also present were Alan Louie, SR/WA, Member at Large and Lisa Harrison, SR/WA who is running for the IEC.

Committee Chair Cynthia opened the meeting, welcomed our new committee member Karen Coon and had everyone introduce themselves by stating a little bit about their background and information about where they work, etc. She discussed the following items:

Conference calls for the committee will be starting in the fall starting with the first Wednesday of August and the call for topics will be in September. There will be conference calls in October, December, March, 2011 and May 2011.

FAU will be held in Washington DC this year and is tentatively set for January 25-27, 2011 with the Asset Management Committee meeting on January 28, 2011.

The Asset Management Newsletter was very well received and comments were received from several regions stating how they helped bring the info to the Regions. We need to have someone take on the job of completing the Fall Newsletter which will be due in September before the Region Fall Forums.

Job descriptions may be formulated for Region Representatives. Some regions are already having commitment letters signed by the representatives.

A Representative is needed for our Committee from Region 6.

Conflict of Interest Forms need to be signed and they were given to committee members to sign.

Lisa Harrison spoke to the committee regarding her commitment to IRWA and regarding the status of IRWA in the industry, i.e., credentials, etc. She would like to see the IPDC get new classes and she would like our committee to get the word out to them on the classes we need to have in order to differentiate our credentials. We also need to ask for money from the IPDC in order to get an RFP for an outside professional to help us redo our courses. We as a committee should look at what we need to accomplish. Lisa is committed to help us get courses moving and make progress. We also discussed needing to put together an outline for a new course.

Discussion followed for proposed topics for Atlanta International in 2011 as follows:

1. Encroachment Round Table – possibly using a panel and Clyde Johnson.
2. Surplus Property – Administrative Real Estate Issues –John Murphy, Esq. has indicated to Janet Parks that he is willing to do this one.

3. Green Buildings – maintaining green roof, lights, development of a green building
4. Underground Atlanta – need a local speaker
5. Asset Management present municipally oriented – aimed at government. Russell Crook would be in charge of this one.
6. Hiring, maintaining, mentoring employees – might be done by HDR with Jim Prossick handling this.

The committee discussed the final preparation needed for the Calgary sessions.

The Asset Management Strategic Plan has been updated. It was suggested that we meet to discuss at Presidents meeting or Webinar. It may take approximately 1 or 2 hours to review the Plan

The 700 Courses are under review. We also reviewed 100 to determine how it relates to Asset Management. We may need to define what is meant by Asset Management. Some major issues might be records management and data update.

The Web Blog with Michael Odette used for Web Threaded Discussion may be a place to put updates. Michael needs to be called to see if we can get updates for our conference calls on this system. Perhaps it would be beneficial to have a link added to the Web Blog to allow members to purchase relevant publications.

We need to review Leadership Guide.

Russell Crook and Jim Prossick suggested that we have a facilitator at the January 2011 meeting to assist us in developing a new strategic plan since the one we have is an updated version of the plan that was developed 6-8 years ago.

Valerie Fries, Chief of Education from Headquarters came in to discuss things that are happening within our Association. She states that we will have a new career path and a new program for SRWA's. The new program will allow people who are not members of our organization to become accredited much like through other colleges, etc. She indicated that people who are already a candidate for SRWA must make sure they are active under this new program and this should be done by the end of September as the new program has more requirements to meet. There are many changes coming to education but there will be a time for comments to the new Education Path. Discussion followed by our committee and our committee feels that courses should be updated before this new Education Path is implemented. We also don't think it should be done so fast – it is almost like the cart is before the horse.

Committee officially closed at 11:40 am.