

ANS LOCAL SECTIONS COMMITTEE
Workshop and Business Meeting
Sunday, November 15, 2009
Hampton Ballroom-Omni Shoreham Hotel
Washington, DC

Workshop Attendees

Committee Members: Audeen Fentiman, Donald Hoffman, Alan Levin, Bobby Del Middleton, Robert Penn, Shikha Prasad, Tinh Tran

Staff: Andrea Bianchi, Chuck Vincent

Others: Richard Carpenter (Northern PA), Matt Griffin (Trinity), Gale Hauck (Pittsburgh), Anthony Hechanova (Nevada), Steve Herring (Idaho), Korey Hosack (Pittsburgh), Dawn Janny (Idaho), Reed Johnson (Virginia), Darby Kimball (no affiliation), Michael Mann (Niagara Fingerlakes), Lisa Marshall (Eastern Carolina), William Miller (Mississippi), Kurshad Muftuoglu (Wilmington), Ross Radel (Trinity), Tracy Radel (Trinity), Ken Shultz (San Diego), Tom Snow (Virginia), Buddy Springman (Michigan), Justin Thomas (Chicago), Roger Tilbrook (Chicago), Jim Tulenko (Florida), Donald Vanover (Delaware Valley), Jennifer Varndoe (Wilmington), Mike Westfall (Oak Ridge), Art Wharton (Pittsburgh), Robert Wilson (Colorado)

Agenda is Attachment #1.

The Local Sections Workshop began at 8:00 a.m. Chuck Vincent, Bob Penn, and Audeen Fentiman gave a presentation and led a discussion on “Elements for Section Vitality”. (**See Attachment #2 for presentation.**) The presentation was based on what revitalizing sections have found to be useful and experience from other local sections. The elements of vitality discussed were:

- identify a team of leaders
- develop a program plan
- secure corporate/employer support
- establish a member recruitment plan with the following elements
 - clear statement of membership benefits
 - marketing strategy
 - list of target groups
 - special emphasis on young professionals
- develop a communications plan
- develop and implement a leadership succession plan
- establish an outreach program (materials available from ANS National)
- prepare rules to accompany the standard bylaws
- find out how a local section remains “in good standing”
- learn how a local section competes for Meritorious Awards
- be aware of your status with respect to legal issues
 - insurance

- taxes – or tax exempt status
- incorporation

Suggestions from attendees included:

- get people involved in small events first to get them accustomed to participating
- have a summer planning session to plan the program and activities for the year
- work with a student branch
- invite elected officials to attend your meetings or speak to your group
- seek monetary support from local employers
- have name tents at meetings so people get to know each other
- remember that young professionals are building resumes and networks and try to have events that help them to do that
- consider having your local section on facebook or twitter

Local Sections Committee Business Meeting

Business Meeting Attendees

Committee Members: Audeen Fentiman, Matthew Gidden, Linda Hansen, Alan Levin, Bobby Del Middleton, Robert Penn, Shikha Prasad, Tinh Tran

Staff: Andrea Bianchi, Chuck Vincent

Others: Richard Carpenter (Northern PA), Matt Griffin (Trinity), Gale Hauck (Pittsburgh), Anthony Hechanova (Nevada), Korey Hosack (Pittsburgh), Dawn Janny (Idaho), Reed Johnson (Virginia), Michael Mann (Niagara Fingerlakes), William Miller (Mississippi), Kurshad Muftuoglu (Wilmington), Denise Schuh (Oak Ridge), Tom Snow (Virginia), Buddy Springman (Michigan), Justin Thomas (Chicago), Jennifer Varnedoe (Wilmington), Art Wharton (Pittsburgh)

The Committee's business meeting was called to order at 10:30 by Chair, Audeen Fentiman.

- Feedback on workshop
 - Room accommodations
 - issue on table length and discussion – unable to hear in such a large room
 - add mikes?
 - Readiness
 - good
 - ppt was well done
 - general accolades
 - Issues
 - Insurance requirements for local sections are unclear
 - Definition of hosting?
 - If ANS nat'l signs the contracts, are they the official host?

- Can we make local section annual reports public?
 - Suggested Information for Next Meeting
 - Provide a "best practices" manual/example for hosting a topical meeting
 - Kurshad Muftuoglu will provide a ppt slide for next meeting
 - Topical meeting manual exists
 - Sections who put on good meetings have "final reports"
 - Knoxville
 - Idaho
 - Pittsburgh
 - At LSC meetings can we review what professional divisions are looking for local sections to host topical meetings?
 - Information Dissemination
 - Distribution Listserv goes mostly to chairs
 - Other individuals added on a request-by-request basis
 - Suggested that all Vice Chairs, Secretaries should be added to list
 - Possible to create an address for the section (by the section) that will forward messages to all members of the executive committee
- Liaison responsibilities revision discussion
 - Talk to local section ~once per quarter
 - Give rundown on things going on in ANS national
 - Add: Talk about revitalization
 - Should the liaison join their respective local section?
 - Also could just have local sections add their liaisons to their listserv
- Local Sections Manual discussion
 - Lots of interest in joining the subcommittee
 - Plant branch interaction with local section
 - Heads of plant branch and local section need to interact
 - Balance between engaging utility execs and domination by plant branches
 - Plant branches have no actual existence in national bylaws
 - Maybe have plant branch host a local section meeting
 - Issue with entrance ability (security, etc.)
 - Off-site press room, training centers, visitor center suggested
 - Information to include
 - Revitalization
 - Hosting a topical
 - Point to topical meeting manual
 - Issue with cross-threading with topical manual
 - When to contact/update ANS national
 - How to get publicity for your events
 - Publicity leads to corporate support
 - FYI: All congressman receive ANS News
- Best practices
 - Washington State sections host energy day
 - Speak with local legislators on general information regarding energy
 - Ginna partners with local science museum/college
 - Presentations on basic info on nuclear power

- Radiation in general
 - ~45 min
- ANS National has materials for advertising, outreach, etc.

Minutes prepared by Audeen Fentiman