

Sign Up For Committee Service – Deadline June 29th

Newly elected ACEC/MD President Stu Robinson (A, Morton Thomas & Associates) is in the process of staffing committees for the fiscal year beginning July 1, 2016. If you or an employee of your firm is interested in serving on one of the many committees helping to shape the business environment in which your firm operates, please contact the ACEC/MD office.

PLEASE NOTE that even if you served on a committee during the current fiscal year, you must advise ACEC/MD of your continued interest in serving on that committee.

See below for a complete list of committees, or check the ACEC/MD website – www.acecmd.org.

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**2016-2017**

**AMERICAN COUNCIL OF ENGINEERING COMPANIES/MARYLAND COMMITTEE PROGRAMS**

• ***AWARDS AND RECOMMENDATIONS***

The Awards and Recommendations Committee is charged with conducting an awards program to obtain entries for engineering excellence among member firms of the American Council of Engineering Companies/Maryland. The committee shall publicize the program, determine the guidelines for awards, and obtain judges for reviewing entries. The committee shall award the winners at the Awards Banquet and present certificates to the winners. The committee shall endorse significant award winners for ACEC competition.

The Awards and Recommendations Committee shall also be charged with recommending representatives from member firms for other awards as applicable.

• ***BALTIMORE CITY LIAISON***

This committee is charged with monitoring legislative regulations and programs in the city of Baltimore which are of direct interest to the field of consulting engineers. The committee shall monitor such activities by attendance at relevant public meetings and direct contacts with governmental personnel and their activities as necessary.

• ***BUSINESS FINANCE***

This committee provides a forum for CFOs and other individuals to discuss the financial aspects of the consulting engineering business. The committee will address topical matters such as overhead requirements and related overhead submissions, cognizant audits, professional liability insurance and the related insurance climate, legal matters and trends in litigation, accounting policies and procedures, business analytics and related trends.

• ***CAREER OUTREACH COMMITTEE***

The committee is charged with encouraging students to enter the consulting engineering profession

and related career fields. Activities for the committee include, but are not limited to, conducting student outreach programs at career days and through hands-on demonstrations, working with colleges and universities to both encourage graduates to enter the profession and to provide input on appropriate curriculum for students entering the field of consulting engineering and its allied professions.

- ***CEPAC (POLITICAL ACTION COMMITTEE)***

CEPAC is ACEC/MD's legally-designated political action committee and is charged with administering, under ACEC/MD's *Rules of Policies and Procedures* and the state laws and regulations, the solicitation, collection and distribution of funds to candidates for public offices in the state of Maryland. The committee shall develop an annual finance plan and develop criteria for fund allocation. The committee shall solicit funds through contributions from member firms and/or other fund-raising activities approved by the ACEC/MD Executive Committee.

- ***CONSTRUCTION SERVICES***

Through cooperative efforts, partnering, and joint awareness, the Committee is charged with bringing the Construction Management, Construction Inspection and Engineering firms and State Agencies together to discuss common issues facing the industry. In doing so, the committee shall position the industry to effectively and efficiently respond to the various agency programmatic needs over the next five years by working cooperatively to identify, address, and resolve barriers to providing quality, timely services.

- ***CORPS OF ENGINEERS PARTNERING/FEDERAL GOV. LIAISON***

The committee is tasked with pursuing the goals outlined in the partnering agreement with the USCOE originated on June 21, 1993 and most recently updated on October 13, 2011. Meetings will be held on a semi-annual basis.

The Federal Government Liaison Committee is also charged with monitoring and reporting to the Executive Committee on issues related to the ACEC committee work with NAVFAC, Air Force, Corps of Engineers, GSA and the Veteran's Administration.

- ***COUNTY GOVERNMENTAL & MUNICIPALITIES LIAISON***

The County/Municipal Government Liaison Committee shall be charged with maintaining contact with county and municipal governments throughout the state of Maryland in order to be fully aware of existing and/or proposed changes, or additional requirements that significantly affect the general business and engineering relationships with member firms of ACEC/MD. The committee shall monitor such activities by attendance at relevant public meetings, conventions, direct contact with governmental personnel and other activities as necessary. The committee shall report to the ACEC/MD Executive Committee on relevant matters.

- ***DEPT. OF GENERAL SERV. LIAISON (DGS)/INTERPROFESSIONAL***

The charge to this committee, as requested by the Department of General Services, is to act as a liaison between the DGS and the related architectural-engineering professions. The committee

members shall monitor legislation, regulations, and other activities and programs related to the Department of General Services and related client organizations.

The committee is also charged with maintaining relationships with other design professional organizations and with industry trade organizations to develop programs, sponsor and/or support legislation, etc., of common interest to all interprofessional organizations. The committee shall cooperate with the Legislative Committee in reporting legislative activities of common interest to other organizations to further a good interprofessional climate.

• ***DEPARTMENT OF TRANSPORTATION LIAISON (MDOT)***

The MDOT Liaison Committee is charged with monitoring legislation, regulations, and other activities and programs in the transportation fields, including highways, railroads, aviation, mass transit and transmission of matter through pipelines. The committee shall recommend positions on transportation issues to the Executive Committee.

The MDOT Liaison Committee shall maintain contact with the Maryland Department of Transportation through attendance at relevant public meetings and participation in other activities. The committee should be fully aware of any proposed MDOT requirements that could significantly affect the objectives of ACEC/MD.

• ***FACILITIES***

The committee is charged with acting as a liaison between ACEC/MD and clients in the facilities arena including but not limited to the autonomous university and county school systems in the state, health care, and private sector. Legislation, regulations and other activities and programs related to these entities shall be monitored by the committee.

• ***ENGINEER'S WEEK/ENGINEERING SOCIETY OF BALTIMORE***

***ASSOCIATE COUNCIL LIAISON***

The Engineers' Week/Engineering Society of Baltimore Associate Council Liaison Committee is charged with cooperating with the umbrella committee sponsored by the Maryland Society of Professional Engineers and ESB to further interest in general fields of engineering. This committee should promote participation in activities to encourage students to pursue engineering curriculum and to publicize to the community the contributions of consulting engineering for the benefit and welfare of mankind. The chair will attend and represent ACEC/MD at Associate Council meetings.

• ***ENVIRONMENTAL***

The ACEC/MD Environmental Committee provides an opportunity for member firms to discuss business practices and emerging trends related to environmental services, specifically: Water Quality Assessment, Practices and Permitting; Natural Resource Assessment; National Environmental Policy Act Compliance; Cultural Resources and Section 106 compliance; Air Quality; Industrial Hygiene/Hazardous Waste Assessment; and other emerging environmental issues and regulations. Further, the committee provides liaison with regulatory agencies to ensure a cooperative spirit between the environmental practitioners of member firms and the respective agency. We maintain appropriate contact with the environmental departments of

private/public organizations who regularly procure services from member firms and we monitor a wide range of pending environmental legislation/regulations impacting the engineering profession. Meetings are held monthly between September and May. The Environmental Committee is also responsible for planning and program development for the Spring Environmental Forum held annually in May.

- ***GOVERNMENTAL GOLF OUTING***

The Governmental Golf Outing Committee shall be charged with continuing the annual Governmental Golf Outing, involving as many participants as possible from ACEC/MD member firms, & continuing to invite as guests members of the legislature, local governments and large corporations.

- ***HUMAN RESOURCES DIRECTOR***

The Human Resources Director Committee shall address various issues impacting employees of consulting engineering firms and act as a mechanism for disseminating this information to ACEC/MD member firms.

The mission of the Human Resources (HR) Committee of ACEC/MD is to assist member firms by remaining up-to-date on the topics of recruiting and hiring, training, health and safety, employee relations, and compensation and benefits. In turn, the dissemination and utilization of this information will provide tools for attaining the goals and strategies developed by each firm.

Since HR is a constantly changing field and information from last year may be outdated this year, the CEC/MD HR Committee meets regularly to share information with member firms on topics of interest. This is accomplished by inviting guest speakers to attend committee meetings.

The committee regularly contributes articles to the ACEC/MD newsletter, as well as, providing timely information at periodic General Membership Meetings.

- ***INFORMATION TECHNOLOGY***

The Information Systems Committee shall provide a forum for the exchange of non-proprietary information on computers and information systems support in an engineering environment.

- ***LEGISLATIVE***

The Legislative Committee is charged with continuous monitoring of the state, county and city legislative bodies, with emphasis on the state level with respect to such bills, laws, ordinances, rules and regulations that affect the objectives of member firms of ACEC/MD, other members of the profession, allied professions and industries. The committee shall advise the ACEC/MD Executive Committee of impending legislation and develop recommendations for ACEC/MD positions. The committee shall provide testimony at legislative committee hearings and develop and issue policy statements. The committee should maintain a list of legislative members and personal contacts from member firms.

- ***MEMBERSHIP***

The Membership Committee is charged with membership retention and increasing firm membership

in ACEC/MD by targeting prospective firms with written, telephone and personal contacts.

The committee should be comprised of at least three members in addition to the chair. The Membership Committee's official duties are outlined in **Item II** of the *Rules of Policy and Procedure*.

- ***NOMINATING***

The Nominating Committee is charged with selecting nominees for office in ACEC/MD in accordance with the *Bylaws, Article III*. The committee should seek equal representation from the major fields of engineering, as practiced by ACEC/MD member firms and representation from large and small firms. The committee should advise the nominees of the financial and time commitments extending beyond monthly meetings. Although ACEC/MD has not practiced a formal progression of offices, the Vice President should be advised of a potential time commitment of four years including service as a delegate to ACEC.

- ***PAST PRESIDENTS AND FELLOWS ADVISORY/BYLAWS***

The Committee is charged with providing recommendations and guidance on strategic issues relative to the long term goals and objectives of ACEC/MD. The committee shall also provide recommendations on specific issues as requested by the President or Executive Committee.

The Bylaws Subcommittee shall be charged with redrafting the bylaws to be in compliance with present operational methods of ACEC/MD.

The Fellows Subcommittee shall be charged with presenting candidates for the honor of Fellow member to the Executive Committee.

- ***PROGRAM AND ANNUAL CONFERENCE/MEETING***

The Program and Annual Conference/Meeting Committee is charged with obtaining speakers for the four general membership meetings. Programs should be of interest to all member firms and should be of a timely topic. Subjects related to marketing, financial management, employer-employee relationships, benefit packages and economic growth could be considered. The committee should consist of a chair and three members. This committee is also responsible for arranging the Annual Conference/Meeting at a site to be determined.

- ***PUBLIC RELATIONS***

The Public Relations Committee is charged with maintaining public awareness of the activities of ACEC/MD and the profession through attendance at related community and civic affair activities, coordinating school visitations, and representation in various media to effectively communicate the contributions of ACEC/MD member firms and the profession to society. The committee should work with the Executive Director to promote media coverage of events, such as Engineers Week, Engineering Excellence Awards, Scholarship Awards and other events.

- ***QBS***

The committee shall promote the attributes of Qualifications Based Selection (QBS) to using

agencies, jurisdictions, the design profession, and general public. In conjunction with the County Governmental Liaison Committee, the committee shall focus on educating local jurisdictions on the merits of the QBS method of procuring engineering services.

- ***SMALL BUSINESS ENTERPRISE***

The Small Business Enterprise (SBE) Committee addresses issues of interest to members that are both MBE/DBE and non-MBE/DBE firms. Committee activities include -

- Provide a forum to promote small business development and success through workshops, roundtables, a web site, or other potential communications.
- Meet with public agencies to discuss small business issues.
- Participate in small business events and workshops with the Maryland Quality Initiative (MdQI).
- Promote the use of Maryland's Small Business Reserve Program for engineering work.
- Provide coordination for prime/DBE matchmaking events for MDOT and other agencies.
- Provide a forum to address MBE/DBE issues, as needed.

- ***UTILITIES***

The committee is charged with acting as a liaison between ACEC/MD and clients in the utilities arena including but not limited to areas in water/wastewater and energy. Legislation, regulations and other activities and programs related to these entities shall be monitored by this committee.

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