
HOUSTON CHAPTER

ASPE Newsletter

Chartered July 10, 1968

April 2023

Houston, Texas



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HOUSTON ASPE SHOW IS HERE Wednesday, April 5th!





ANNUAL PRODUCT SHOW

Wednesday, April 5th, 2023 | 4:30 to 8:30 P.M.

SAM HOUSTON RACE PARK | 7575 North Sam Houston Parkway | Houston, TX



REGISTER NOW

Food, drinks, parking,
and admission are included as well
as many great door prizes!

Starting at 5 P.M.:

- Door Prizes every 30 minutes
(while they last)
- Winners will receive text
- **BIG** Grand Prize at 8:30 P.M.

CLICK HERE | PREREGISTER TO EXPEDITE ENTRY



For more information contact
Product Show Chairman: Greg Salter
at gsalter@pepcosales.com
or 832-202-4032

President



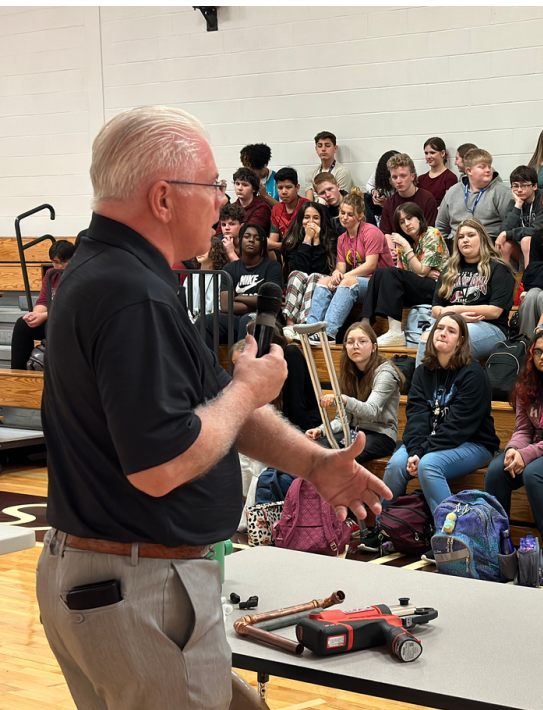
**Jeremy Charmchizadeh, PE,
GPD, LEED Green,**

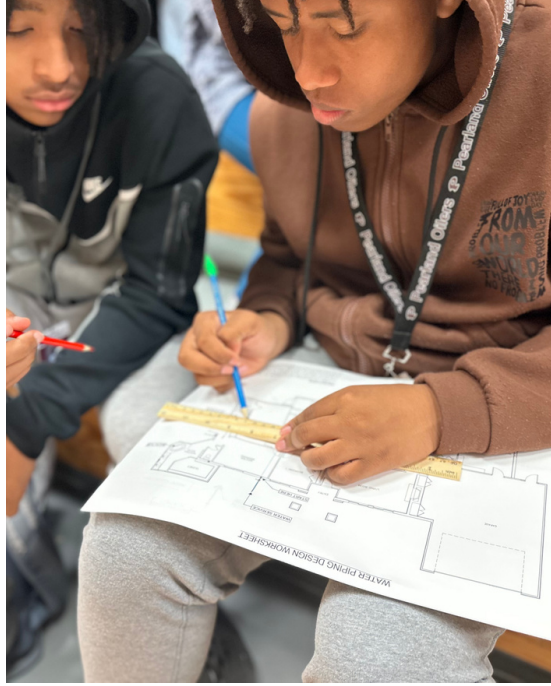
ASPE Houston,

It's here! It's here! It's here! The 2023 ASPE Houston Product Show has arrived!. We have a whopping 415 people signed up for the Product Show this year. And we maxed out the room (45) for the morning seminars too! At the rate...we're going to need a bigger boat (room). I want to thank everyone that registered ahead of time; it really helps the event run smoothly. But I also want to thank the Product Show Committee. They are the real stars of the show. Without them the Product Show wouldn't exist, and I mean that. There's so much to do no one person can do it all and our product show committee gets'ur done. Greg Salter – keep doing the good work you and the Committee are doing. So that's the present so now for the past. March 11th was World Plumbing Day and we had a team of chapter members headed by our very own Donald Taylor along with PHCC people go and teach plumbing fundamentals and design to students at Pearland Junior High East. It was an all day affair and hundreds of students were introduced to the world of plumbing and engineering! A special thanks is deserved for Donald Taylor, Chris Tuey, Zed Hernandez, Jaime Cruz, Jim McStravock, Dorothy Gurka, and Todd Locco. If you happen to see these fine young ladies and gents at the Product Show, please take a moment to give them a thank you. It's a tall order to spend a full day teaching middle school age students and they knocked it out of the park. I'll wrap up by saying see you at the Product Show!

Thank you,
Jeremy Charmchizadeh
President







VP Technical



Jaime Cruz
VP, Technical

Our 2023 ASPE Product Show and Technical Seminars is here. This once-a-year awesome event will be held at the Sam Houston Race track gain. This venue seems to be the spot that works for our event and it has always been successful. As most of you already know, this will be held on Wednesday, April 5th. We will have several exhibitors displaying their plumbing and fire protection-related products and services. There will be some great door prizes at the show for attendees so you do not want to miss a chance to win. PLEASE preregister as soon as you can! Please keep an eye out on our ASPE Houston website and email blasts for more information as well.

Of course, the Product show would not be a success without the hard work and dedication of our great Product Show Committee led by our Chairman, Greg Salter! Let's not forget all of our great sponsors who also make this show happen.

I want to also thank Mr. Mark Tench with BeaconMedaes for his informative presentation last month. They also sponsored lunch for all of the engineers and designers in attendance.

We have a great lineup of (6) technical presentations that will begin at 8:00am. The Technical Seminars provides ASPE members with breakfast, lunch, and an entire day of professional education. Space is limited so register ASAP! I'll see you there. Please remember ASPE is a great way to obtain CEU's and network with many of the most knowledgeable people in the plumbing industry. Meetings are also being posted on our Houston ASPE-Meeting section as we secure speakers for the month.

If you are interested in presenting or have a technical topic in mind, please contact me at Cruzja@claycorp.com, or at 281-802-8005.

Stay safe!

Thanks,
Jaime Cruz
VP, Technical



BEACONMEDAES[®]





Welcome new members: Richard Cabrera, Robert Miller, Chelsea Hahn, Pierce Waldrop, and Julia Barnes

Region 5 membership standings:

Chapter	22-Mar	23-Mar	% change
Chicago	253	277	9%
Dallas/Ft. Worth	199	246	24%
Houston	186	221	19%
Wisconsin	132	159	20%
Minnesota	159	156	-2%
Central Texas	106	124	17%
St. Louis	109	118	8%
Kansas City	119	116	-3%
Omaha	72	76	6%
Oklahoma	63	73	16%
Arkansas	29	38	31%
Central Illinois	31	32	3%
Lubbock High Plains	12	11	-8%
Region 5 Total:	1470	1647	12%

The Houston Chapter Board of Directors appreciates help from each of you for recruiting colleagues and contacts to the ASPE Houston Chapter!

Member Benefit Tips

BOOST YOUR INDUSTRY VISIBILITY

Demonstrate your abilities to lead and boost your industry visibility by volunteering to join your Chapter Board of Directors or apply to join the Society Board of Directors. Employers, clients, and coworkers respect and look up to ASPE Chapter and Society Officers. Without our leaders, we would not have a Society; it's worth the work.

SPECIAL-INTEREST GROUPS

ASPE Young Professionals (AYP) is designed for young industry professionals looking to meet with peers to share experiences, exchange ideas about the plumbing design industry, and network with other Chapter members. The focus of AYP is to help young plumbing engineers, design professionals, and practitioners establish contacts and further the mission of the Society. ASPE members 35 years old and younger are all included in this special-interest group.

The core mission of the Women of ASPE (WOA) is to engage, retain, and advance women in the plumbing design industry, through education, leadership development, and networking opportunities. WOA is committed to bringing together women and assisting them to achieve their professional and personal goals.

MEET POTENTIAL CLIENTS/MEMBERS

If you are an Affiliate member, in sales, who steps up and takes on a membership role, you are in a unique position to promote ASPE and your company. Your leadership role is a valuable way to place yourself in front of prospective clients and members. Talk to your Chapter Board of Directors and see what you can do to promote yourself and ASPE.



CERTIFIED IN PLUMBING DESIGNSM

CERTIFIED IN PLUMBING DESIGN (CPD), administered by the American Society of Plumbing Engineers (ASPE), is the only international certification program specifically for engineers and designers of plumbing systems. Professionals who have the CPD credential are considered to have the highest level of skills in the design and specification of plumbing systems.

EARNING & MAINTAINING THE CPD CREDENTIAL

Am I eligible?

Route 1:

4 year engineering degree + 4 years of work experience designing plumbing systems

Route 2:

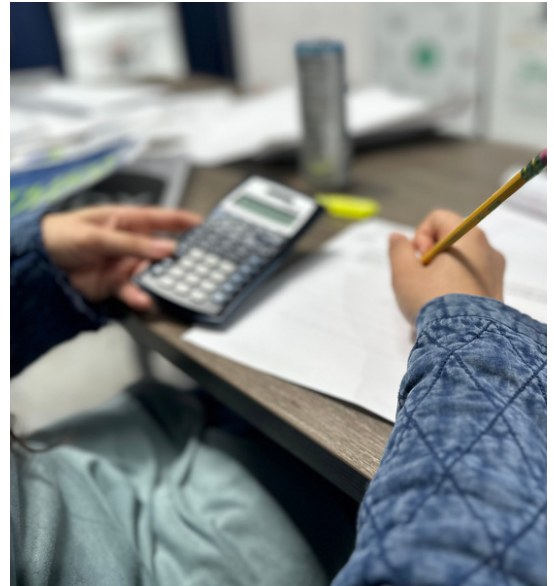
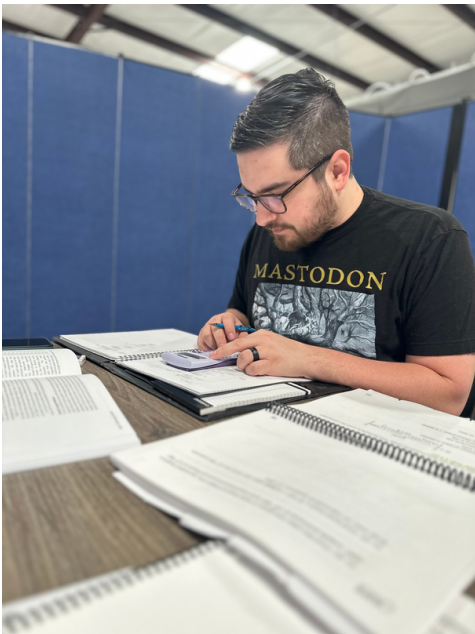
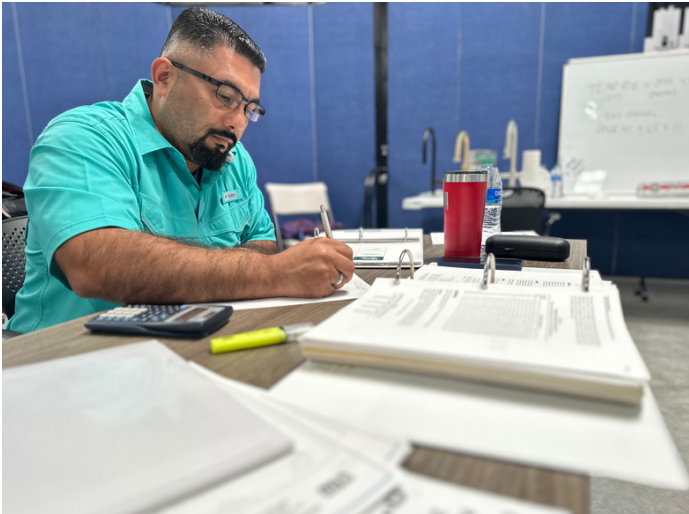
8 years of work experience designing plumbing systems

Other eligibility options:


Current CPDT certification counts toward 1 year of experience



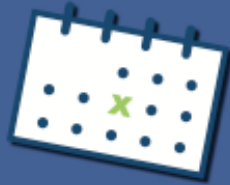
PE license counts toward 2 years of experience



When can I take the exam?



The exam is held **annually** in the spring



Registration typically opens in December prior to the exam date



You can register online at education.aspe.org

Where do I take the exam?

The CPD exam is held at **online testing centers** around the world



Did I pass or fail?

Scores are **mailed** 6 to 8 weeks after the exam



Maintaining your CPD credential

- ✓ You must earn 24 hours of continuing education every 2 years
- ✓ You can find recertification details at aspe.org/education-credentialing/cpd/recertification/

For more info:

aspe.org/education-credentialing/cpd
certification@aspe.org



Click Book to Download



2023 Bulletin of Information

AN INTERNATIONAL PROGRAM
FOR THE CERTIFICATION OF
PLUMBING ENGINEERING
PROFESSIONALS



The 2023 CPD Exam fees are:

ASPE Members \$450

Nonmembers \$675

Special Interest Groups

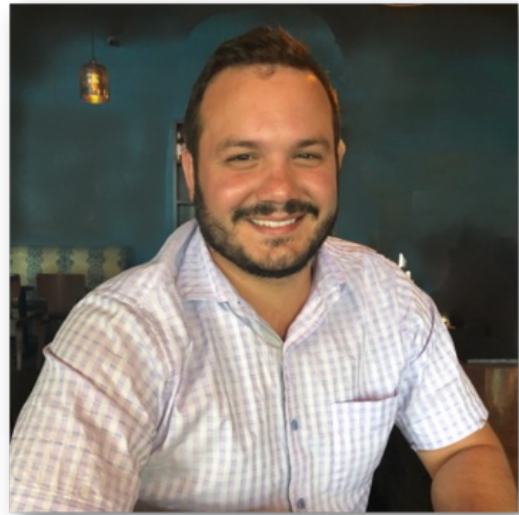
Women
of ASPE®



Shannon Yancey

We are pleased to announce that Shannon Yancey with Caleffi North America has agreed to take on WOA Chair for our Houston Chapter. We are excited to have her part of the team and she will have some exciting events lined up soon for our Women of Aspe!

ASPE
YOUNG
PROFESSIONALS



Joe Brewer

The ASPE Young Professionals (AYP) special interest group is designed for young industry professionals looking to meet with peers to share experiences, exchange ideas about the plumbing design industry, and network with other chapter members. The focus of AYP is to help young plumbing engineers, design professionals, and practitioners establish contacts and further the mission of the Society. ASPE Members 35 years old and younger are all included in this special interest group.

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- MasterSpec to get Microban® integrated into the platform.
- Specification section on the Bradford White website (scan the code to access).

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CHRISTOPHER B. ENNIS, CET
ce@firedsi.com

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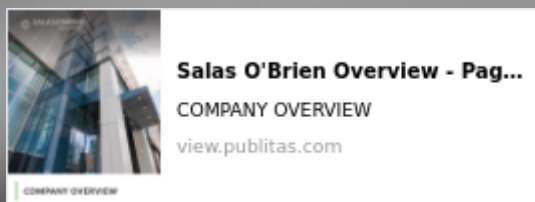
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Who We Are

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We help clients in a variety of industries by providing mechanical and electrical engineering as well as consulting for district utilities, site planning, technology, fire protection, industrial process engineering, architecture, and more. Our specialized experience includes design for data centers, healthcare, science and technology, high-rise buildings, clean energy, education, and other building types.





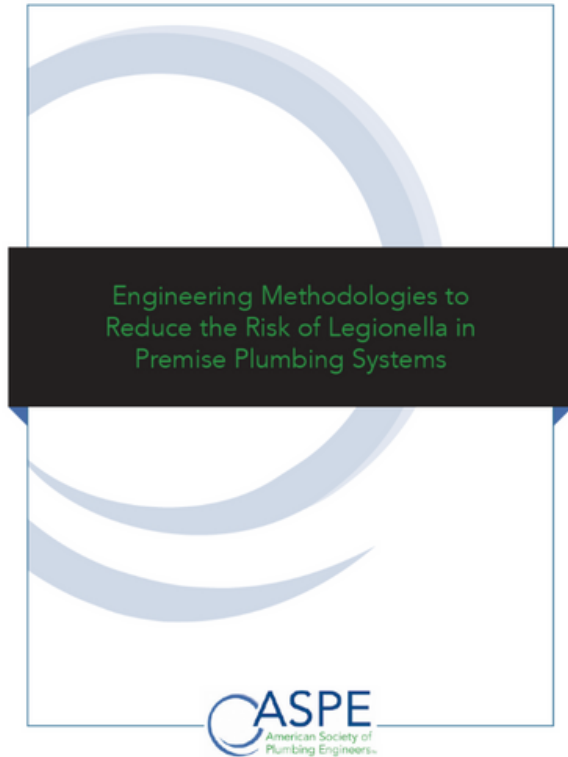
Save the Date!

The 2023 ASPE Tech Symposium is a two and one-half-day conference held at the Hyatt Bellevue, Bellevue, Washington. This is a premier opportunity for plumbing engineers and designers at all career levels to engage in productive technical exchanges and networking.

At the ASPE Tech Symposium, attendees can choose from a variety of professional development sessions in several tracks to customize their learning experience. Classes are designed to teach participants how to integrate the most current design techniques into their projects, with hands-on calculation and application examples.

To further immerse plumbing industry professionals in the latest engineering innovations, a product show will be running from Thursday afternoon to Friday morning. The industry's top manufacturers will be showcasing their newest products and teaching attendees how to apply them in their plumbing system designs.

NOW AVAILABLE



Engineering Methodologies to Reduce the Risk of Legionella in Premise Plumbing Systems (eBook requires Adobe Digital Editions)

Price: \$129.95

Member Price: \$99.95

This is the first comprehensive guide that incorporates the latest tools, methodologies, and best practices for design professionals to minimize disease and injury from Legionella pneumophila bacteria related to building water systems.

Engineering Methodologies to Reduce the Risk of Legionella in Premise Plumbing Systems (Electronic Download eBook requires Adobe Digital Editions)

With increasing Legionnaires' disease outbreaks, many organizations have written guidelines and standards to mitigate its occurrence. However, Engineering Methodologies to Reduce the Risk of Legionella in Premise Plumbing Systems is the first comprehensive guide that incorporates the latest tools, methodologies, and best practices for design professionals to minimize disease and injury from Legionella pneumophila bacteria related to building water systems. It provides practical and actionable design steps in reducing the risk of Legionella.

Contents

- Contributing Factors for Legionella Growth and Transmission
- Inter-relation of Contributing Factors
- Plumbing System Components and Spectrum of Results
- Water Quality
- Domestic Cold Water System Design
- Hot Water System Design
- Flushing
- Scale Inhibition
- Plumbing Fixtures
- Aerating Equipment
- Water Management Program
- Combining Design Methodologies
- Qualifications/Certification/Recertification
- Appendix A: Hot Water Recirculation Design and Sizing
- Appendix B: Flushing Time
- Appendix C: Legal Considerations
- Appendix D: Pressure Zone Design
- Appendix E: Water Quality
- Appendix F: Design Approach

Carrer Opportunities



Infinity MEP+S is looking for **Plumbing Designers** to join our team in Houston! If you're interested in becoming a part of our team and building a career, we want to talk to you!

At Infinity, we are committed to building a culture of growth and development within our team. Our employees are our greatest asset, and we strive to give them the resources and training to reach their full potential.

Check out our job post for more information!

Or send resumes to nbadke@infinitymep.com

Spread the word and connect us with anyone that is looking for this new opportunity!



Entry Level Plumbing Engineer in Houston, TX

Position available for a mechanical engineer with a primary focus on plumbing, hydronics, and fire protection system design. Market focus will be commercial, corporate office, healthcare, and industrial facilities. Specific areas of responsibility include the following:

Designing plumbing and fire protection systems for a fully operational facility.

REVIT based design production.

Assisting in the coordination of project designs with other disciplines.

Attending construction site observation and construction administration meetings.

Maintaining positive client relationships.

Production of project-specific plumbing, hydronics, and fire protection specifications.

Minimum Criteria

Bachelor's degree in Architectural or Mechanical Engineering.

E.I.T. is preferred, but not required.

Strong quality control of documents.

Please submit resume to career@teliospc.com.



TELIOS

Mid-Level Plumbing Engineer in Houston, TX

Position available for a mechanical engineer/plumbing designer with a primary focus on plumbing, hydronics, and fire protection system design. Market focus will be commercial, corporate office, healthcare, and industrial facilities. Specific areas of responsibility include the following:

Designing plumbing and fire protection systems for a fully operational facility.

REVIT based design production.

Assisting in the coordination of project designs with other disciplines.

Attending construction site observation and construction administration meetings.

Maintaining positive client relationships.

Production of project-specific plumbing, hydronics, and fire protection specifications.

Minimum Criteria

3 to 7 years experience in plumbing systems design

Bachelor's degree in Architectural or Mechanical Engineering is preferred, but not required.

E.I.T. is preferred, but not required.

Strong quality control of documents.

Please submit resume to career@teliospc.com.

If you or your company would like to post a job on our ASPE news letter please email zed@championsmarketing.net



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Dave Cropper

Chapter Affiliate Liaison, Construction Industry Council

Francisco DeHoyos

Society legislation committee co-chair, Society education committee member, Society long-range committee member Region 5 legislation representative, Houston Chapter Education Chair

Donald Taylor, CPD

Board of Governors Chairman, Society Education Committee

Zed Hernandez

Webmaster, Newsletter/ Social Media Director

Greg Salter / Jaime Cruz

Product Show Chair/ Co-chair

Greg Swafford

Region 5 Affiliate Liaison

Chris Ennis, CET

Chapter Social Director

Cyril Unger

Society Chair, Legislative Committee

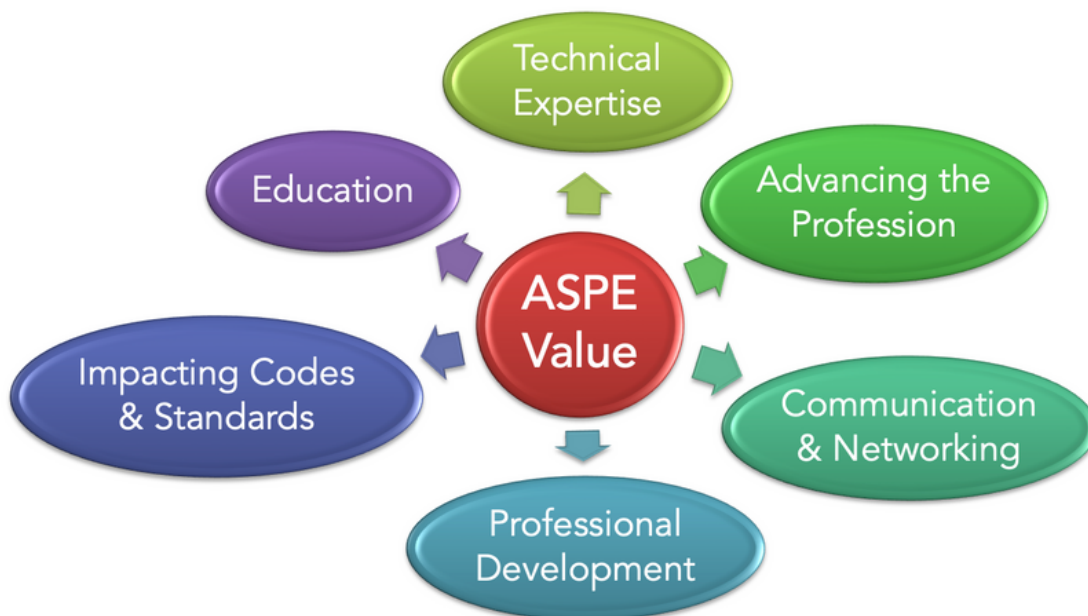


Connect with us
on Social Media!



ASPE Purpose

The core purpose of the American Society of Plumbing Engineers is to continually enhance and promote the profession of plumbing engineering design while assisting in improving the health, welfare, and safety of the public on a global scale.





April

Claudia Crawford
John DuQue CPD
Jarrett Hopper
Timothy Lubber
Liubov Ogurtsova
Mario Pernas
Dong Pham
Miguel Rivera
Lawrance Schadler
Dawson Schuller
Tyler Silcott
Samantha Smith
Melvin Williams



August
~~08/20/22 Summer Outing at Skeeters Game~~
 08/12/22 ASPE Houston BoD Meeting

September
 09/07/22 Houston Chapter Meeting
 09/12/22 ASPE Houston BoD Meeting
 TBD Houston AYP Event
 TBD Houston WOA Event
 TBD Product Show Committee Meeting
 09/16/22 -
 09/22/22 ASPE Convention & Expo

October
 10/05/22 Houston Chapter Meeting
 10/14/22 ASPE Houston BoD Meeting
 TBD Houston AYP Event
 TBD Houston WOA Event
 TBD Product Show Committee Meeting

November
 11/02/22 Houston Chapter Meeting
 11/11/22 ASPE Houston BoD Meeting
 TBD Houston WOA Event
 TBD Product Show Committee Meeting
 TBD Intermediate Plumbing Design Course
 TBD Revit Training Workshop

December
 12/03/22 Chapter Christmas Party
 TBD Product Show Committee Meeting
 TBD Houston AYP Event

January
 TBD Houston Plant Tour
 01/13/23 ASPE Houston BoD Meeting

February
 02/01/23 Houston Chapter Meeting
 02/10/23 ASPE Houston BoD Meeting
 TBD Houston AYP Event
 TBD Houston WOA Event
 02/19/23 -
 02/25/23 Engineer's Week (U.S.)
 TBD Product Show Committee Meeting

March
 03/01/23 Houston Chapter Meeting
 03/10/23 ASPE Houston BoD Meeting
 TBD Houston AYP Event
 TBD Houston WOA Event
 TBD CPD Exam Review Course
 TBD CPD Mock Exam
 03/11/23 World Plumbing Day
 TBD Product Show Committee Meeting

April
 04/05/23 ASPE Houston Product Show
 04/14/23 ASPE Houston BoD Meeting

May
 05/03/23 Houston Chapter Meeting
 05/12/23 ASPE Houston BoD Meeting
 TBD Houston AYP Event
 TBD Houston WOA Event

June
 TBD Joint meeting with IAPMO/ASSE
 06/16/23 ASPE Houston BoD Meeting
 TBD Houston AYP Event
 TBD Houston WOA Event

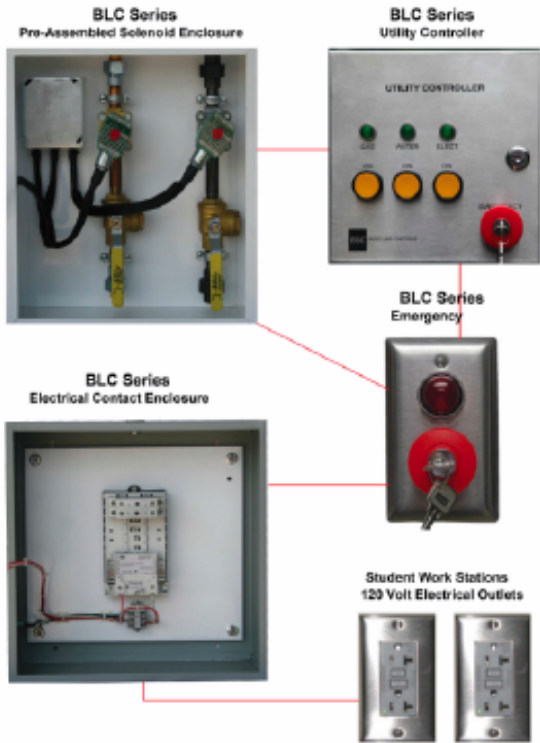
July

	Chapter		Board of Directors
	AYP		Product Show
	WOA		Convention/Technical Symposium

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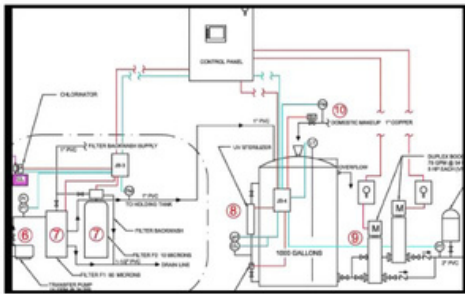


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The following are the current construction codes enforced by the City of Houston.

Code	Publisher	Effective Date
2015 International Residential Code (with Houston Amendments)	ICC	April 1, 2022
2015 International Building Code (with Houston Amendments)	ICC	April 1, 2022
2015 International Fire Code (with Houston Amendments)	ICC	April 1, 2022
2015 International Existing Building Code (with Houston Amendments)	ICC	April 1, 2022
2015 Uniform Mechanical Code (with Houston Amendments)	IAPMO	April 1, 2022
2015 Uniform Plumbing Code (with Houston Amendments)	IAPMO	April 1, 2022
2018 Swimming Pool and Spa Code (with Houston Amendments)	ICC	April 1, 2022
2020 National Electrical Code (State Mandated) • Administrative Code Provisions (Effective April 1, 2022)	NFPA	November 1, 2020
Sign Code (Chapter 46 of the Houston Building Code)	COH	July 29, 2020
2015 International Energy Conservation Code (with Houston Amendments) - <i>For One and Two-Family Dwellings and Multi-Family 3 stories or less.</i>	ICC	October 24, 2016*
2015 International Energy Conservation Code (with Houston Amendments) - <i>For Commercial Structures, including Residential Structures more than 3 stories</i>	ICC	December 9, 2016*
ASHRAE 90.1-2013 (with Houston Amendments) - <i>For Commercial Structures, including Residential Structures more than 3 stories</i>	ASHRAE	December 9, 2016*
2012 Code Words - various sections interpreted and administrative policies	COH	N/A

* The enforcement of Chapter 11 of the 2015 International Residential Code became mandatory by state law effective September 1, 2016. The enforcement of the 2015 IECC-Commercial Provisions became mandatory by state law effective November 1, 2016.

ICC International Code Council
500 New Jersey Avenue, NW
6th Floor, Washington, DC 20001
(888) 422-7233
<http://www.iccsafe.org>

IAPMO International Association of
Plumbing and Mechanical Officials
4755 E. Philadelphia St
Ontario, CA 91761
(909) 472-4100
<http://www.iapmo.org>

NFPA National Fire Protection Association
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The Houston Amendments to the Codes, the Sign Code, and 2012 Code Word can be downloaded at:
<https://www.houstonpermittingcenter.org/help/codes>



Plans review Contacts

Steve Spillman

Plan anylist Supervisor Plumbing

832-394-9174

Bobby Lewis

832-394-9175

Russell Logan

832-394-9176

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AMERICAN SOCIETY OF PLUMBING ENGINEERS

Chapters are not authorized to speak for the Society

HOUSTON Chapter - Chartered July 10th 1968

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BOD Meeting Agenda – March 10, 202

Jeremy Charmchizadeh, PE,
CPD, GPD, LEED Green
Associate

Chapter President

jeremy.charmchizadeh@hok.com

713 | 623-7952

Jaime Cruz

Chapter VP Technical

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281 | 802-8005

David L. Cropper

Chapter VP Legislative

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Curtis M. Dady

Chapter VP Membership

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Geoffrey T. Moore

Chapter Treasurer

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Billy R. Turcios, CPD

Chapter Administrative Secretary

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832 | 229-7819

Christopher Tuey

Chapter Corresponding Secretary

ctuey@gk-mep.com

832 | 867-0269

Donald Taylor, CPD

Board of Governors Chairman

donald.taylor@crbgroup.com

405 | 406-0548

Joe Brewers

Chapter ASPE Young Prof. Liaison

jbrewers@spectexusa.com

281 | 614-9265

Shannon Jeter Yancy

Chapter Women of ASPE Liaison

amoon@steamsolutions.com

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Francisco J. DeHoyos, CPD

Education Chairman

francisco.dehoyos@hendersonnengineers.com

Chapter Officers

	<u>Position</u>	<u>Phone</u>	<u>Email</u>
Jeremy Charmchizadeh	President	713-623-7952	jeremy.charmchizadeh@hok.com
Jaime Cruz	VP Technical	281-802-8005	cruzja@claycorp.com
David Cropper	VP Legislative	713-825-3042	dave@millermays.com
Curtis Dady	VP Membership	713-674-8735	curtisd@pmireps.com
Geoffrey Moore	Treasurer	713-699-5700	gmoore@chumleyrep.com
Billy Turcios	Admin Secretary	832-229-7819	bturcios@collaborative-engr.com
Christopher Tuey	Corresponding Secretary	832-867-0269	ctuey@gk-mep.com

Board of Governors

	<u>Position</u>	<u>Phone</u>	<u>Email</u>
Donald Taylor, CPD FASPE	Chairman	405-406-0548	donald.taylor@crbgroup.com
Dave Clark	Affiliate Member		
Daniel Leos	Member	281-924-0537	dleos@tealsystem.com
Anthony Jaspal, CPD	Member	281-413-4181	ajaspal@dbrinc.com
Cyril Unger, CPD	Member	713-777-7986	cyril.unger@trakengineering.com

Committee Members

	<u>Position</u>	<u>Phone</u>	<u>Email</u>
Jim Ivey	Advertising	713-780-1600	jiivey@albertsterling.com
Dave Cropper	Affiliate Liaison	713-825-3042	dave@millermays.com
Chris Ennis	Social Director	281-453-4600	c.ennis@firedsi.com
Zed Hernandez	Webmaster & Social Media Coordinator	713-425-9888	zed@championsmarketing.com
Zed Hernandez	Newsletter Editor		
Greg Salter	Product Show Chair	832-202-4032	gsalter@pepcosales.com
Joe Brewers	AYP Liaison	281-614-9265	jbrewers@spectexusa.com
Shannon Jeter Nancy Francisco DeHoyos	Women of ASPE		amoon@steamsolutions.com
	Education Chairman	773-732-1150	francisco.dehoyos@hendersonnengineers.com

Nat'l & Region 5 Positions

	<u>Position</u>	<u>Phone</u>	<u>Email</u>
Nicholas Hipp	Region 5 Director	469-585-5341	asper5@aspe.org
Greg Swafford	Reg. 5 Affiliate Liaison	713-205-0422	greg.swafford@georgfischer.com
Cyril Unger	Legislative & College of Fellows Committee	713-777-7986	cyril.unger@trakengineering.com
Francisco DeHoyos	Edu. & Legislative Committee	773-732-1150	francisco.dehoyos@hendersonnengineers.com
Donald Taylor	Edu. Committee		donald.taylor@crbgroup.com
Open			

BOD Meeting Agenda – March 10, 2023

1. Call meeting to order at 11:50 AM:
2. Motion to approve last month's meeting minutes. MM – Approved
3. Motion to approve last month's treasurer's report.
4. **PRESIDENT – Jeremy Charmchizadeh**
 - a. Reminder to watch the officer training video is not already done so. Counts towards award of merit I believe.
 - b. Plan out trip to Convention: Delegates, Airfare, Hotel, Days of Actually Attending, etc.
 - c. Start to put together a budget for 2023 year.
 - d. Want to start using Dropbox with shared folders for all positions. Start to upload files and documents that you currently have on CPU or flash drive.
 - e. Discuss best way to implement Dropbox among the Board and others.
 - f. The survey at previous chapter meeting was good – a lot of interest in an intermediate level review class. Let's start organizing. Date to be sometime before years end. Use Champion training center in Conroe.
 - g. Starting an ASPE student chapter. On Hold
 1. On hold. Most likely there has not been any progress during this time.
 2. We will be getting some input from the Wisconsin and Chicago chapters.
 3. Francisco had a meeting with the education committee. He sent a proposal to Pam to review.
 - h. Keep the award of merit in mind whenever possible.
 1. Reps email sign-in sheets at lunch and learns to Jeremy documenting attendance for the ASPE spiel. (2/11) Only need 5 sign-in sheets to achieve award of merit.
 2. Type up a mentorship letter and send to Jeremy if you have actively mentored an employee or coworker.
 3. End-of-year reports are due by July 1st.
 - i. (3/11) Start to prepare report based on latest info.
 - ii. (3/11) Look at past reports as go by.
 - i. Ideas for participating in Engineers week and World Plumbing Day???
(10/14) Teach at elementary and high school (TBD) (Donald). STEM high schools in school districts. The Woodlands HS (Greg). Deer Park ISD (Zed).
(01/13) Pearland Junior High East selected. Date needs to be picked.
(02/10) All systems go with teaching class!
 - j. Any update on nametags for board members??? Dave?
 1. Jaime Cruz – Chapter VP Technical
 - i. (3/11) Lost his. Will replace.
 2. Joe Brewers – Chapter AYP Liaison
 3. (3/11) Product Show Committee – Members not Board affiliated.
 - k. Revit Class! Start planning for next year. Tentatively looking at May/June for online class. Found the outline from last one and have started to refine and update.
(4/14) Combine Revit class with intermediate class by Donald. Rent out Dukessa two separate Saturdays, one for each class.

(5/13) Dates have been decided. Revit class at Dukessa on June 11th followed by intermediate plumbing class by Donald on June 25th at Dukessa as well.

(9/09) Coordinate with Donald on plumbing class before years end. Work out logistics of laptops.

(10/11) Location set on Champions training facility. Date TBD.

(11/11) Date set for May 10, 2023.

(01/23) Max 50 people. Need to work out computer issue. Morning session, lunch, afternoon session.

l. Send updated dates to me for calendar of events update.

m. Create survey for Product Show on chapter website for feedback from event.

(04/14) Put survey on chapter website. Use scale of 1 to 5. Add section for comments at the end.

n. Review draft policy manual by Curtis for Chapter (see end of agenda).

o. Discuss payment plan for 2023 sponsorships (Rheem). (10/14) Yes.

p. Discuss chapter meeting layout and timing of schedule. (10/14) Go over layout with Dukessa for upstairs optimal layout. Speaker in front of windows so people going to the bathroom doesn't walk by. Look into buffet style dining at meetings instead of plates meals.

q. (12/7) Discuss subsidizing chapter meeting for presenters in 2023. (01/13) \$500 MAX for presenter to pay at each meeting.

r. (02/10) Discussed potential Houston Chapter scholarship in Kim Gaskey's name. Daughter offered \$10k to start. Reach out to national for help (mimic Alfred steele). Should be an annual scholarship with internal committee of 3 people (1 board member required). Chapter should match the \$10k for total \$20k to start. Advertise it at all the meetings and put application on website. Try to raise money from chapter to keep it going. (03/10) Kim's daughter wants a golf tournament and a scholarship. Salas O' Brien said they would help pitch in money for the golf or scholarship. Look at Glynloch gold course for location. 10k was for putting on golf tournament, not scholarship.

s. (03/10) Do ASPE bracket challenge for 2023 March Madness! With prizes!

t. (03/10) Region 5 President's Meeting is no more. Replaced by Leadership Summit in Chicago at ASPE National

5. **VP TECHNICAL – Jaime Cruz**

a. How many months ahead are we booked? Get the info to Zed to post to the website.

b. How is plant tour coming? Any updates?

c. Upcoming chapter meetings

a. February 2023 – Oasis

b. March 2023 – Beacon Medaes (Vacuum/Compressors for Healthcare/Industrial)

c. Product Show 2023 –

i. Seminar 1 –

ii. Seminar 2 –

iii. Seminar 3 –

iv. Seminar 4 –

v. Seminar 5 –

vi. Seminar 6 –

d. May 2023 –

e. Joint Meeting 2023 –

6. **Education Chair – Francisco Dehoyos**

- f. (2/11) Read Learn Earn ASPE CEU is going to cost money. Proposal to have only a certain # months prior to deadline are paid for. Early months to still be free. Proposal is under consideration by Education Committee.
 - g. (2/11) Hanley Wood University – Offers free ASPE CEU courses/seminars.
 - h. Any updates?
(04/14) Submitted changes for ADA in the code (ICC A117.1) for multiple wheelchair clearances.
(02/10) Researching the FARS system to put into an upcoming article.
7. **VP MEMBERSHIP – Curtis Dady**
- i. Active Roster Count? (2/11) 173 (176 last year)
 - 1) (2/11) 173 (176 last year)
 - 2) (10/14) 201 and counting.
 - 3) (02/10) 224 holy cows!!!
 - j. Membership Status (Drop List) – Too many to count – Need to get them back.
 - k. New Members announced at next meeting –
 - l. Tenure Pins at next meeting
(2/11) Condense down to one meeting a year for dispersing.
(3/11) Tenure pins are bought and in hand. Just need to disperse at May meeting.
(5/13) Complaint for tenure pin being cheap and flimsy. Need to ask ASPE if the old-style tenure pins are still available to the more tenured members (see picture taken of old flyer from Jim).
(9/09) Follow up on this for old tenure pins.
 - m. Work with AYP Liaison to develop new members.
 - n. Any new business?
 - o. New letter was created to reach out to members before they drop.
 - p. Chris is following up twice to possible drop members.
 - q. Add website links to letter sent out showing perks.
 - r. Coordinate AYP and WOA planning for events for sponsors.
8. **VP LEGISLATIVE – David Cropper**
- a. (2/11) COVID-19 – took 3 years to change officers. Dave C. is now VP of CIC.
 - b. (2/11) Next month in-person meetings are to start back up.
 - c. (3/11) Director of Permit for CoH no longer employed by city. In process of replacing position. CIC's hope is new director is amicable to working with CIC and it's function.
 - d. (3/11) CoH has code update web page to receive monthly newsletters with changes to code, staff, etc. for the city.
 - e. Anything to report???
(04/14) The city has now adopted 2015 UPC with amendments. The city is demanding any structure with 30+ people to have a water fountain.
(01/13) CoH code review has changed leadership for design and plan checking. City wants CIC a part of the committee to review code. Dave C. request person to volunteer for committee to help review code updates.
 - f. Any new business?
9. **TREASURER – Geoffrey Moore**
- a. Distribute Treasurer's Activity Report for review:
 - b. Also distribute to region 5 Director (Bryan Hutton):
 - c. All reports must be sent to the national treasurer as well – due July 5th
 - d. Get with companies on items past due.
 - e. Expense reports to be e-mailed to Geoffrey and copy Jeremy for approval.
 - f. Any new business?
10. **ADMINISTRATIVE SECRETARY – Billy Turcios**

11. **CORRESPONDING SECRETARY – Christopher Tuey**
12. **WOA – Shannon Jeter Yancy**
 - a. Future events? Social and Technical type events. I believe we should be able to start back having events. To get more people interested, maybe have large door prize. Krista will be working on this.
 - b. Upcoming WOA events:
 - September 2022 – n/a
 - November 2022 – Joint with AYP – 17th – Houston Flight Club
 - January 2023 –
 - February 2023 – n/a
 - March 2023 –
 - May 2023 – n/a
13. **AYP LIAISON – Joe Brewers**
 - a. Future events? Get dates picked for ASPE calendar.
 - b. I believe we should be able to start back having events. To get more people interested, maybe have large door prize. Joe will be working with Krista on possible joint AYP and WOA meeting.
 - c. Look for future event sponsors (Consulting Engineers? Vendors?)
 - d. Joe plans to hold an event the 4th Wednesday or Thursday of every month.
 - e. Upcoming AYP events:
 - October 2022 – n/a
 - November 2022 – Joint with WOA – 17th – Houston Flight Club
 - January 2023 – n/a
 - February 2023 – Pinstripes with Rheem – February 2nd (5:30 -8:00)
 - March 2023 – n/a
 - May 2023 –
14. **2023 Product Show – Greg Salter**
 - a. Meeting dates and times set. Let's get good meeting attendance.
 - b. How many people on the committee so far?
 - c. Discuss racetrack contract and approve deposit.
 - d. List of requirements to comply with Covid at the racetrack?
 - e. Registration may start after January 1st.
 - f. Make sure deposits are refundable.
 - g. Is website finished and up and running?
 - h. How many booths have been reserved by exhibitors?
 - i. Volunteers?
 - j. (3/11) Sold out all 87 booths for the Show!!
 - k. (3/11) Revisit single and double booth registration for 2023 Product Show.
 - l. (3/11) 50 registrants as of now. Let's get to 800!!!
 - m. (4/14) 583 people attended the product show. Had 703 registrations.
 - n. (8/12) Proceed with alternate Product Show software to replace Cvent.
 - o. (10/14) No meetings yet for committee (PEPCO moving office). CVENT is no longer vendor for Product Show. Zed working on new vendor.
 - p. (11/11) Product Show committee meetings started. How is it going?
 - q. (01/13) Product Show meetings have started. Working on new registration system that goes away from Cvent. Try to send out vendor packets for Product Show by the 20th.
 - r. (03/10) Need to plan appreciation dinner for product show committee, Board, and volunteers after product show.
15. **AFFILIATE LIAISON – Dave Cropper**
16. **REGION 5 AFFILIATE LIAISON – Greg Swafford**

17. **ASPE WEB SITE – Zed Hernandez**
 - a. Submit items to be posted on web site in a timely manner.
 - b. Star Chapter – continue to utilize for online registration for meetings
 - c. Discuss Star Chapter contract for Product Show
 - d. Re-visit / determine web site ad rates ???
(3/11) Make chapter meeting registration for vendors available online for payment.
(10/14)

18. **STAR CHAPTER - ONLINE ROSTER / PRODUCT DIRECTORY – Zed Hernandez**
 - a. We discussed in our last meeting to create a Roster/Product directory.

19. **ASPE NEWSLETTER – Zed Hernandez**
 - a. NEWSLETTER ARTICLES DUE AT END OF EACH MONTH:
 - b. General reminder to keep articles on target with Society's stated mission statement.
 - c. Keep up the good job on responding with reports.
 - President's article – Jeremy C.
 - VP Tech article – Jaime C.
 - Membership update article. – Curtis D.
 - Affiliate Liaison – Dave C.
 - Region 5 Affiliate liaison – N/A
 - Board Meeting Minutes. – Billy T.
 - Regular Monthly Meeting Minutes – Billy T.
 - Update on the CIC/Code Review Meeting – DLC
 - d. Send The Newsletter file to update our ASPE Houston web site – CD
 - e. Upcoming events / meetings / pictures ???
(2/11) 7 unpaid vendors for newsletter ads – Need to collect.
(9/09) Follow-up with Jim Ivey if there were paid or not.

20. **SOCIAL EVENTS – Chris Ennis**
 - a. Submit social event budgets to Jeremy via email for review.
 - b. How is Christmas Party progressing?
 - c. Start planning Skeeters outing.
 - d. Start brainstorming 2nd event for chapter members (SHRP race night late May Friday night???)
 - e. (10/14) MM: Approve budget for Christmas Party on December 3rd. Motion Approved.
 - f. (01/13) Plan out event at racetrack, skeeters game, and Christmas party. Alternate years with racetrack and family picnic.
 - g. (03/10) Chris is working on racetrack event, Skeeter's game, and Christmas party.

21. **HISTORIAN – Zed Hernandez / Curtis Dady**
 - a. Historian article can be an occasional piece, not every month.
 - b. Soliciting past photos from ASPE related events for website and possible "caption contest"
 - c. Select an engineer/designer to write about?

22. **CHAPTER POLICY COMMITTEE – Donald Taylor / Jeremy / Curtis / Jaime / Dave Cropper**
 - a. Chapter Meeting:
 - a. (3/11) Need better way of keeping track of chapter sponsors attending meetings as benefit included in membership. Maybe coupons or vouchers.
 - b. Product Show:
 - a. (3/11) no more vendor prizes through ASPE htx product show. They can have their own drawing and prizes with business cards from registrants at event.
 - c. AYP:
 - d. WOA:

- e. CPD Class:
- f. Newsletter:
- g. Annual Conventions:

23. NEW BUSINESS:

- h. Any other new business to discuss?
- i. Anyone that needs something posted to the website or LinkedIn, let Zed know.
- j. Possibly add a benefit to the scholarship packages to advertise in ASPE Houston LinkedIn.

Date:	Event	Location

24. NEXT BOD MEETING DATA AND LOCATION:

Date: April 14th

25. MEETING ADJOURNED! 12:58 pm

1) Conventions/Symposiums/Region 5 meeting

a) Conventions

- i) Chapter covers full convention and expo expenses for delegates.
- ii) Chapter covers Expo only expenses for delegate alternates.
- iii) Delegate priority based on ASPE guideline in Appendix A.
- iv) If all delegates cannot be filled from the ASPE guideline:
 - (1) Society Committee Chair/Co-Chair Members
 - (2) Chairman Board of Governors
 - (3) WOA / AYP liaisons
 - (4) Committee members
 - (5) Potential board member recruits
- v) If a company pays for all or a portion of the travel for a Convention/Expo, then all or that portion of the expense should not be expensed.

b) Symposiums

- i) Chapter covers expenses for President and VP Technical

c) Region 5 business meetings

- i) Chapter covers expenses for:
 - (1) President
 - (2) VP Technical
 - (3) Chairman of the Board of Governor's

d) Expenses accepted for reimbursement

- i) Airfare – Prior to an event the chapter will research fares and establish a “not to exceed” dollar amount that can be booked without prior approval. If that number does not work, submit supporting information to Chapter President for approval. Airfare will be reimbursed after the event, for those that attend.
- ii) Airport parking
- iii) Conventions
 - (1) For Delegates and Society Committee Members that Chair/Co-Chair a Committee, the Chapter will cover expenses through one day of expo, leaving the following morning.
 - (2) Chapter will cover full registration for BOD member Delegates that are CPD’s and PE’s, as well as expenses through final day of educational meetings.
 - (3) For needs beyond that, submit for BOD approval
- iv) Meals – It is difficult to establish a reasonable amount for each venue and conventions are not typically convenient to lower cost dining options. Attendees are requested to prevent the BOD from needing to establish strict guidelines. In general:
 - (1) When convenient, eat as a group and charge to the chapter credit card.
 - (2) The Chapter may host a premium group dinner during a convention. This can include a significant other.
- v) Transportation between airport and event, and restaurants as needed. Buddy up, when possible.

Appendix A

**Schedule 1
Chapter Members, Officers, and Delegates
(as of 10/30/2016)**

Chapter Category ¹	Number of Total Members (excluding students)	Elected Chapter Officers and Qualifications (minimum)	Number of Delegates	Delegate Qualifications
A	20-30	1. President ² 2. Vice President, Technical/Legislative ² 3. Vice President, Membership ² 4. Secretary and/or Treasurer ²	3	Any member type (except Student)
B	31-90	1. President ² 2. Vice President, Technical ² 3. Vice President, Legislative ² 4. Vice President, Membership ² 5. Secretary and/or Treasurer ²	3 for first 30 total members (excluding students); 1 per each additional 30 total members or fraction thereof (excluding students)	Any member type (except Student)
C	91+	1. President ² 2. Vice President, Technical ² 3. Vice President, Legislative ² 4. Vice President, Membership ² 5. Treasurer ² 6. Administrative Secretary ² 7. Corresponding Secretary ²	4 for first 90 total members (excluding students); 1 additional for each 40 total members or fraction thereof (excluding students)	Any other member type (except Student)
¹ Chapter category may not change other than at the time of election of officers. ² Shall be any member in good standing				