

## **Environment & Transportation Group Operating Board Meeting**

Tuesday, November 18, 2003, 2:30 p.m. – 6:30 p.m.  
Park Tower Suite 8223, Lobby Level – Marriott Hotel  
Washington, D.C. (IMECE)

### Meeting Minutes

#### **1. CALL TO ORDER AND INTRODUCTIONS**

VP K. Moore called the meeting to order at 2:35 p.m. and introductions were made. The list of attendees is shown in [Attachment A](#).

#### **2. APPROVAL OF AGENDA**

The meeting Agenda was approved, noting minor changes in the order of discussion to accommodate some schedule conflicts.

#### **3. APPROVAL OF MINUTES**

The minutes of the November 18, 2002 meeting were approved as distributed. It was then,

**MOVED:** To temporarily adjourn the Operating Board meeting at 2:50 PM to convene the Group Nominating Conference, chaired by A. Moghissi.

E. Manes highlighted appointments expiring June 30 for which nominations were needed. With respect to Standing Committees of the Group, it was:

**APPROVED:** To re-appoint H. Scarton as Chair of Technical Coverage & Bylaws Committee  
To re-appoint J. Robinson as Chair of Long Range Planning Committee  
To appoint R. Marboe as Chair of Division Performance Committee

As to Group Members-at-Large (MAL), it was:

**APPROVED:** To re-appoint J. Austin to serve second (and last), two-year MAL term  
To re-appoint T. Bonano to serve second (and last), two-year MAL term

It was noted that M. Hastings will be completing her second MAL term and cannot be re-appointed. After some discussion, M. Edelson, M. Pollack and P. Hajela were proposed as MAL nominees.

**ACTION ITEM:** A. Bicos to confirm P. Hajela's MAL nomination.

The Nominating Conference adjourned at 3:00 pm, at which time the Operating Board meeting re-convened.

#### **4. GENERAL DISCUSSION**

#### A. Feedback On ASME “Continuity & Change” Initiative

VP Moore noted that COE would like units (and new VPs) in place by Congress '04. Technical divisions could merge with other divisions to create gateways and communities (e.g., Aerospace can belong to more than one unit). The thinking is that organizational units can cause more synergy. Not all units are expected to be revenue-generating units.

#### B. Suggestions for Division Collaboration

It was noted that Aerospace might work with the Manufacturing Division on organizing 10-15 sessions at IMECE'04. RTD and ICED may again jointly sponsor a conference. J. Austin added that EED and SWPD plan to again collaborate on a joint Summer Meeting. He also brought up an opportunity for collaborating on a joint journal.

**ACTION ITEM:** EED to appoint someone to work with SWPD on a joint journal and arrange meeting with ASME Technical Publications Dept. staff.

#### C. Action from TEC'03 and Preparation for TEC'04

E. Manes read memo from J. Whitehead ([Attachment B](#)), wherein he requests that each division to prepare an exhibit poster to explain what they do.

**ACTION ITEM:** Divisions Chairs to identify their TEC delegates and decide who will give poster presentation.

#### D. Group Representatives for 2005 IMECE

M. Hastings suggested that the next Congress Rep from the E&TG be someone from AERO or NCAD since they have the most sessions from the Group at IMECE.

**ACTION ITEM:** IMECE'05 Division Program Rep selection due January 15, 2004.

### 5. OLD BUSINESS

V.P. Moore requested that Division answers to strategic questions from the January '03 meeting, and division business plans, should be reflected in their annual reports.

### 6. DIVISION REPORTS

#### A. Aerospace

A. Bicos submitted written report ([Attachment C](#)) and elaborated on the Boeing-ASME alliance, a company-wide initiative aligning their business strategy with external affiliations such as ASME.

#### B. Environmental Engineering

K. Knowles reported for M. Edelson, noting that EED:

- Published newsletter (first in four years)
- Sponsored joint meeting with SWPD in Hartford, CT (successful - will most likely do again)

- Conducted poll/survey in September to assess member needs; however, responses were minimal
- Formed Carbon Sequestration Task Force and participated in Clear Skies Initiative

M. Hightower added that ICEM '03 was fairly well attended. He helped organize environmental remediation track (consisting of 10 sessions) on behalf of EED. K. Knowles also identified need for ASME position paper on DOE and EPA programs.

**ACTION ITEM:** E. Manes to set-up a meeting with Francis Dietz and K. Knowles concerning need for ASME position paper on DOE and EPA programs.

#### C. Noise Control & Acoustics

R. Marboe submitted written report ([Attachment D](#)), adding that the tutorials at this Congress were well attended (plan to make available on the web).

#### D. Rail Transportation

A. Bieber reported on RTD activities:

- Joint conference with ICED successful (plans to increase joint conferences)
- Plan to increase content of newsletter and publish two per year
- Noted growth in rail freight industry (\$50M study regarding work on freight lines)

#### E. Solid Waste Processing

J. Austin reported on behalf of N. Egosi:

- Completed three-year business plan and want to continue holding summer meeting
- Quality of NAWTEC papers improving
- Looking into co-locating NAWTEC with IT3 in 2005
- Partnering in activities with Columbia University's Waste-to-Energy Research & Technology Council.

## 7. **STANDING COMMITTEE REPORTS**

#### A. Honors

There was no report.

#### B. Long Range Planning

There was no report.

#### C. Division Performance

There was no report.

D. Technical Coverage & By-Laws

H. Scarton reported that the SWPD bylaws are ready for approval. It was,

**MOVED:** To approve the SWPD bylaws subject to editorial modifications ([Attachment E](#)).

He requested to place revised SWPD bylaws on the division's website even though COE approval has not technically been finalized. H. Scarton also noted Aerospace and NCA bylaws have been updated and that RTD and EED need to update their bylaws. M. Hightower and K. Knowles indicated they could work on EED bylaws. It was noted that prior to forwarding revised bylaws to H. Scarton, the bylaws have to be approved by the division executive committee. It was suggested to delay updating the E&TG bylaws pending the COE re-org.

## **8. LIAISON REPRESENTATIVE REPORTS**

A. Nominating Committee

Expiring appointments and nominations handled earlier during Group Nominating Conference.

B. Distinguished Lecturers Committee

K. Moore noted that committee is interested in getting industry sponsors for lecturers.

C. Member Interests Committee

This liaison activity put on hold pending re-org status.

D. Board on Research

A. Moghissi updated the Board on research activities.

E. Membership Development Committee/Divisional Membership Development

This liaison activity put on hold pending re-org status.

F. International Congress Program Committee

M. Hastings indicated that she will remain as 2004 Group Representative. R. Marboe will be the 2005 Congress Group Rep. An alternate needs to be selected. She noted that the Group had 47 sessions for IMECE '03 (26 for Aerospace, 12 for NCAD, and 8 sessions for RTD). In addition, there were 6 joint sessions with Transportation Track (2 by SWPD and Energy Track); therefore, the total number of E&TG sessions was 55. For IMECE'04, there will be 600 sessions. ETG sessions will run from Tuesday to Friday.

#### G. Committee on Technical Planning

There was no report.

#### **9. ASME STAFF REPORT**

There was no report.

#### **10. NEW BUSINESS**

No new business items were raised.

#### **11. NEXT MEETING**

Next E&TG Board meeting will be on Friday, March 5, from 1:00pm - 5:00 p.m. at the 2004 TEC in Pittsburgh, PA.

#### **12. ADJOURNMENT**

The meeting adjourned at 6:35 p.m.

Respectfully submitted,

Elio A. Manes  
Secretary for the Board