



# NGSC: EXECUTIVE COMMITTEE MEETING MINUTES

**Date:** 4 August 2023 **Time:** 11:00 am CST **Location:** ZOOM

**Meeting Start** 11:03 AM CST

**Item 1:** President's Welcome (Taylor Heath)

- Constitution has passed!

**Item 2:** Review of Prior Minutes (Jordan Nakayama)

- Previous meeting minutes (June 2nd) *passed*
- Attendance for the meeting is as follows:

Executive Position	Name	Attendance Y/N
President	Holly Davies	N
Vice President	Taylor Heath	Y
Secretary	Jordan Nakayama	Y
Vice Secretary	Julie Elliott	Y
Treasurer	Elliot Nichols	N
Vice Treasurer	Nurullah Bektas	Y
Chair Workshop & Mentoring	Jasmine Bekkaye	Y
Vice-Chair Workshop & Mentoring	Olaniyi Afolayan	N
Chair Diversity, Equity, & Inclusion	Maggie Webb	Y
Vice-Chair Diversity, Equity, & Inclusion	Harman Singh	N
Chair Research	Taylor Heath	Y
Vice-Chair Research	Rakesh Salunke	Y
Chair Networking & Community	Saman Khedmatgozar	Y
Vice-Chair Networking & Community	Ashray Saxena	N
Chair Membership	Faith Nnenanya	N
Vice-Chair Membership	Sasan Dolati	N
Chair Technology & Communication	Niko Grisel Todorov	N
Vic-Chair Technology & Communication	Mostafa Ebrahimi	N
User Forum Rep	Esteban Villalobos Vega	Y

- Additional member attendance: Soolmaz Khoshkalam, Anamika Malla, Arjun, Mohammadreza Yazdisamadi, Peter, Erika Rivera

**Item 3:** Treasurer's Report (Elliott Nichols)

- A google document shared for the proposal abstract. If you would like to be involved, email Elliott and Nurullah.

**Item 4:** NHERI Updates (Robin Nelson)

- May 14, 2024 is the next NHERI Natural Hazards Summit, there is possible funding for attendance. However, Robin will let us know when information becomes available

## Item 6: Working Group Updates (Any or all groups)

- Research
  - Working on the final version of the Mini-Conference document for Data Depot to create a DOI for the conference.
- Networking and Community
  - Currently talking to bridge company for a speaker at a general body meeting that would speak on bridge design considerations as a result of natural hazard events.
- User Forum Rep
  - Members received an email from Taylor which included the User Forum Survey for all to complete.
  - At last User Forum meeting: a discussion on how to reach the non-engineering community, proposes to discuss at each general body meeting the NHERI facilities and what NHERI does and is. The following are idea proposals on how to incorporate this idea:
    - Hold a general body meeting (that's recorded) where we review NHERI and the facilities. This would then be promoted on the website and new members would be directed here to learn more.
    - Provide an intro NHERI and highlight a facility each month at the general body meetings. The sites can also host workshops in cooperation with NHERI GSC to advertise and give more information about what they do. This could be its own workshop series, once again recorded and housed on the website.
    - There are recordings from Summer Institute for each site PI explaining their site specifics, this could be uploaded to the website as well or shared each week at general body meetings.
  - Those interested in continuing this discussion offline and propose final decision at the next meeting:
    - Esteban, Nurullah, Rakesh, Taylor

## Item 7: AOB (Jordan Nakayama)

- Discussion & Business on Annual Report
  - The goal of the annual report is to serve as a document for people who know very little about our organization, they can turn to it and read more about what we do, what we've accomplished, etc. We want the information to be absorbed quickly by readers, not necessarily lengthy discussions on any specific topic.
  - Roles and responsibilities have all been assigned. Each Standing Committee must submit a document summarizing their accomplishments/achievements and any individual member spotlights they wish to include. This must be submitted to Jordan Nakayama by September 1<sup>st</sup>.
  - The Treasurers must submit a Financial report by September 1<sup>st</sup>. This should summarize the plans for our funding application and the additional funding opportunities provided by NCO, ECO, NHERI, NSF, etc.
  - The report will be published by September 15<sup>th</sup>, 2023.



- 2024 Annual Report folder in the NHERI Executive Committee Dropbox  
folder: <https://www.dropbox.com/scl/fo/2ufg2ji1g2ywl8ia7peft/h?rlkey=nnifvezbdrk1fve8z5z0sap2l&dl=0>
- Membership Committee is unable to be as active due to outside reasons, need 1-2 volunteers to step up and take on that responsibility
  - Julie Elliott has volunteered; the secondary support will be found via email.
- Executive Committee is still developing the calendar for speakers for the general body meetings. If you have recommendations, please reach out to Tay/Holly/Robin to initiate communication with the speaker
- General Body Meeting on August 18<sup>th</sup>: User Forum rep will make an announcement

**Meeting Close 11:53 AM CST**



## Notes and Action Items

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