#### BUSINESS PRACTICES COMMITTEE

Board Liaison: Liz Phipps– KCI

2020/21 Chair: Justine D’Andrea, Summit Design and Engineering Services

2020/21 Vice Chair: Trey Hendrick, ECS

Description: Small and Large Business Leaders interested in improving the efficiency and operation of large and small firms are members of this committee. The objective of this committee is to reach out to and expand opportunities for business members of ACEC/NC, protect the interests of engineering firms, and offer business leaders a chance to leverage the collective knowledge of a larger group, to improve overall performance related to human resources, financial, legal, business development, and operations.

* New Subcommittee Idea
  + Training/employee development/professional development – brought up by Wes Lowder. Wes handles for S&ME. Some firms may have this as part of HR or a stand-alone group/department/function.
  + **Will continue to discuss and see if its best to include as part of the HR subcommittee or if it should be a stand-alone subcommittee.**
* HR Forum/Roundtable/Subcommittee
  + Kelly Sizemore interested in starting one up for HR professionals at ACEC/NC member firms; provides good information and guidance, especially from smaller firms who don’t have the resources in house
  + Used to have one; however, was rolled under Business Practices.
  + **Kelly reached out to ACEC/NC staff for a list of who was previously involved with the HR Roundtable**
  + **Goal is to have subcommittee formed the 1st or 2nd quarter of 2021**
* 2021 Business Resources Expo
  + What does the 2021 event look like?
    - Push back to mid-late 2021 for full in-person?
      * **Consensus is to look at holding a hybrid version of the expo for 2021 (virtual and in-person (with in-person attendance capped))**
      * **Will reach out to Jessica with ACEC/NC after the first of the year to start discussing logistics including looking at dates, venues, etc.**
      * **Discussed leading up to the expo holding virtual presentations/webinars (potentially from affiliate members) to tease the expo. This could be a good opportunity create a new or modify the sponsorship levels to include this opportunity.**
      * If go this route where do we host the expo (Raleigh, Charlotte, Triad)?
      * **Consensus is to hold the event in Raleigh.**
    - Hold virtually during the 1st quarter of 2021. Hold as a series of presentations spanning one month, rather than a four-hour event. Choose a month and have 4 presentations (one each week) from affiliate members.
    - Look at other ACEC/NC events as a benchmark – how did the Joint Transportation Conference go?
    - State of the Industry
    - **Will schedule next committee meeting for middle to late January and provide an update on movement towards the 2021 Business Resources Expo.**
* Open Discussion