A&WMA Sections & Chapters Council
Meeting Minutes

October 2, 2020
Virtual Conference Call

Attendees:
See attached sign-in sheet

Meeting called to order at 10:00 (CST)

Introductions, Agenda, Minutes of Prior Meeting, Post Meeting Actions

Jim Walker provided opening remarks, thanking attendees, reminding all that registration for Virtual ACE was open and provided a quick overview of the meeting agenda, and meeting logistics. Tracy Fedkoe quickly discussed Zoom logistics.

Determination of quorum – Ten (10) Chapters/Sections need to be represented to achieve a quorum. Quorum was determined with an attendance of over 35 through Join-Me.

A motion to approve draft agenda was made by Jason Krawczyk, with Liz Foeller (PNWIS) seconding the motion. Motion carries (28 favor, 2 opposed).

Chair Report (Jim Walker)

Jim discussed COVID-19 challenges and the impacts it has had to local Sections/Chapters. Opportunities to engage members at S&C level are open. Request for interest in finding someone to support the Communications Committee. Discussion on success of the June meeting and the ability to engage more people than usual for the ACE S&C meeting.

Follow-up Action Item: Charlie Denton: volunteer to help on Legal Committee

Bob Hall provided feedback on challenges with different virtual formats for Sections and Chapters hosting virtual meetings. Has S&C Council considering purchasing a Zoom membership account that would allow Sections and Chapters to utilize, even if individual S&Cs pay a small portion of the membership fee. Discussion to be that conversations request that Sections coordinate Zoom memberships and allow Chapters to utilize the platform.

President’s Report (Kim Marcus)

See President’s Report attachment.

Summary:

- Impacts from the Pandemic are significant and the transition from face-to-face ACE to virtual meeting was very success. The Association is evaluating every face-to-face meeting and preparing for how to navigate.
- Webinar programming continues to be a high focus with added frequency and content diversity.
- Slight drop in Association membership
- Publication sales have increased
• Focus has shifted to content and delivery
• Initiatives and Business Development
  - Adopt an anti-harassment policy and guidance
    - **Follow-up Action Item: Sections and Chapters should discuss if there is a need for development of a similar policy and guidance for their Section and Chapter**
  - Establish a committee to address efforts towards Diversity, Equity, and Inclusion
  - A&WMA Academy
  - Recording content at all levels to be shared between Sections/Chapters
  - Getting Association President and/or ED join virtual meetings for 5 minute updates
• Membership Help
  - Renew membership and encourage colleagues to join
  - Participate
  - Volunteer

**Executive Director’s Report (Stephanie Glyptis)**

*See Executive Director’s Report attachment.*

**Financial Summary**
The Association is carefully managing all expenses.

The past 3-5 years of reserve funds and investments has kept us in a “positive cash on hand” situation even with the challenges of 2020.

**Programming**
NSR Virtual Workshop exceeded budget expectations (91 registrants)
PFAS Virtual Conference exceeded budget expectations (184 registrants, 6 sponsors)
  - Very positive feedback received on the PFAS Virtual Conference
MEGA Conference and Annual Information Exchange will be delivered in virtual platform.

All 2021 programming is currently being planned for a face-to-face format with continuous monitoring and options to pivot to virtual if necessary.

Webinar programming continues and will continue through December. The Committee is also working on 2021 webinars.

**Membership:**
Decrease in membership has resulted in approximately $15,000 revenue decrease
Investing in membership development as a top strategic priority.

**YPAC Council Update (Paul Algu)**
YPAC Local Support Committee Chair: Kaitlyn Watkins (also serving as 2021 ACE YP Program Chair)
Vice Local Support Committee Vice-Chair: Stephanie Friel

*See YPAC Council Report attached.*

**Education Council Update (Rashmi Pathak)**
See Education Council Report attachment.

Technical Council Update (Helen Ginzburg)


Leadership Training Academy/Periodic On-line Sharing Sessions Committee (Tony Van der Vooren)

Leadership Training Academy (LTA)
The 2020 LTA was cancelled due to COVID-19. Dates for 2021 have been scheduled (April 9-11), the Association continues to monitor conditions related to COVID-19 that may impact an in-person meeting. A reminder to all Sections/Chapters there is a registration fee associated with LTA that covers meals, and entertainment; please consider planning the 2021 budgets to include that fee.

Periodic On-line Sharing Sessions (POSS)
To include discussion during Roundtable Discussion for POSS ideas. Potential items for POSS include the proposed anti-harassment policy and guidance once it has been approved/adapted by the Association (possibly adopted in November 2020). A separate POSS potential for the Diversity, Equity, and Inclusion focus of the Association (different timeline).

Communications Committee Report (Jennifer Tullier)
The Conduit was sent out in August and with potentially a final (and third) Conduit prior to year-end. If there is anyone interested in assisting with The Conduit please contact Jennifer Tullier. She will be moving to S&C Council Chair position in January 2022 and is seeking someone that can take over the Conduit.

A notice of today’s meeting was posted on the S&C Council LinkedIn Group, and email follow-ups to those that attended (and signed-in) for the June meeting.

Membership Committee Report (Mike Hult)

See Membership Committee Report attached.
Overall approximate 8% reduction in membership since January 2020.
Membership Performance Recognition Program Preliminary Winners (Final Winner list to be included in next Conduit)
  • Questionnaires to be sent out prior to year-end.

Governance/Finance/Legal Committee (Greg Johnson)
Vitality Committee (Greg Johnson)

A reminder that each Section/Chapter should review their Bylaws to determine how elections, meetings, quorums, etc. need to be handled with virtual meetings.

Follow-up Action Item: Charlie Denton: volunteer to help on Legal Committee (from Chat during the Chair’s message and therefore referenced above)
Discussion of Sections/Chapters that have made email inquiries on merging Chapters into Sections (or creating a new Section/Chapter). A formal request has not been received.

Annual Reports Committee (Mohan Balagopalan)

Annual Reports
There were 34 Sections/Chapters that made timely submittals of the Annual Reports, with 6 additional late submittals. The West Coast Section is recognized as the Minasian winner; the Georgia Chapter is recognized as the Chapter Cup winner.

Discussion to come on possibly creating a logo that the winning Section/Chapter can post to their website. Future discussion of what S&C Council can do to elevate the recognition of Sections/Chapters doing well. Discussion on posting which Sections/Chapters have posted so Sections/Chapter members can see status.

A reminder to any Sections/Chapters that have not made submittal to please do so.

A motion to approve previous meeting minutes was made by Tony Van der Vooren, with Greg Johnson seconding the motion. Motion carries, 4 abstain from vote.

Roundtable Discussion

- Discussion from Flint on the challenges of the Zoom format from today’s call.
- Discussion on the beta Volunteer with A&WMA webpage.
- How are Sections/Chapters charging for virtual meetings?
- A future Local Events on the A&WMA page???
  - Follow-up Action Item: Tracy to discuss getting a Local Events page set for Section

Greg Johnson makes motion to adjourn, Kim Marcus seconds the motion. The meeting was Adjourned at 2:01 pm (CST).

Submitted by Jennifer Tullier
S&C Council Vice-Chair
<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Section or Chapter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chris Ailor</td>
<td><a href="mailto:ceailor@adem.alabama.gov">ceailor@adem.alabama.gov</a></td>
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<tr>
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<td><a href="mailto:C.Flint.Webb@Leidos.com">C.Flint.Webb@Leidos.com</a></td>
<td>Board member of the Baltimore Washington Chapter and</td>
</tr>
<tr>
<td></td>
<td></td>
<td>South Atlantic States Section</td>
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<tr>
<td>Cheryl J Louden</td>
<td><a href="mailto:cheryl.louden@lbwl.com">cheryl.louden@lbwl.com</a></td>
<td>East Central Section Chair</td>
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<td>Liz Foeller</td>
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# A&WMA Sections & Chapters Council
## 2020 Fall Virtual Meeting Draft Agenda

**October 2, 2020, 11:00 am - 3:00 pm ET**

<table>
<thead>
<tr>
<th>Time</th>
<th>Agenda Item/Topic</th>
<th>Leader</th>
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<tbody>
<tr>
<td>11:00 am</td>
<td><strong>1. Introductions, Agenda, Prior Meeting Minutes</strong></td>
<td>Jim Walker</td>
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<td>11:15 am</td>
<td><strong>2. Chair’s Report</strong></td>
<td>Jim Walker</td>
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<td>a. Status of local activities under COVID-19</td>
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<td>b. Committee Chair Succession Planning</td>
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<td>c. Summer meeting overview and approval of minutes</td>
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<td>d. Winter Meeting in Orlando, January 23, 2021</td>
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<tr>
<td>11:30 am</td>
<td><strong>3. Executive Director’s Report</strong></td>
<td>Stephanie Glyptis</td>
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<td>11:50 am</td>
<td><strong>4. President’s Report</strong></td>
<td>Kim Marcus</td>
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<td>12:00 pm</td>
<td><strong>5. Young Professionals Activities and Update</strong></td>
<td>Paul Algu</td>
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<td>12:10 pm</td>
<td><strong>6. Education Council Activities and Update</strong></td>
<td>Rashmi Pathak</td>
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<td>12:20 pm</td>
<td><strong>Break, Virtual Snacks</strong></td>
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<td>12:40 pm</td>
<td><strong>7. Technical Council Updates</strong> – Upcoming conferences, webinars, and what’s in the works for next year.</td>
<td>Helen Ginzberg</td>
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<td>12:55 pm</td>
<td><strong>8. Leadership and Section Officer Training</strong></td>
<td>Tony van der Vooren</td>
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<td>a. April 9-11, 2021 LTA in Pittsburgh</td>
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<td>b. Discussion on webinar training (POSS) ideas - What does your section need help with?</td>
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<td>1:15 pm</td>
<td><strong>9. Communications</strong></td>
<td>Jennifer Tullier</td>
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<td>a. The Conduit, Linked In</td>
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<td>b. How you can get involved and help spread the word</td>
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<td>1:30 pm</td>
<td><strong>10. Membership Statistics and Reporting</strong></td>
<td>Mike Hult, Membership Committee Chair</td>
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<td>a. Performance Recognition</td>
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<td>b. Input on how to attract and retain members</td>
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<td>1:50 pm</td>
<td><strong>11. Governance/Finance/Legal</strong></td>
<td>Greg Johnson, Bill Palermo</td>
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<td>2:00 pm</td>
<td><strong>12. Annual Reports</strong></td>
<td>Mohan Balagopalan</td>
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<td>a. 2021 Reporting for 2020</td>
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<td>b. Recognition/Awards for Minasian &amp; Chapter Cup Winners</td>
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<td>2:10 pm</td>
<td><strong>13. Roundtable Discussions may include the following topics:</strong></td>
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<td>• Virtual meetings, webinars, and conferences – best platforms, what works, what doesn’t</td>
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• Member benefits in the age of COVID
• Succession planning
• Developing sponsor relationships
• Recruiting and retaining YPs
• Revision of by-laws
• And more

Save the Dates:

• January 23, 2021 - SCC Winter Meeting, Orlando, FL
• April 9-11, 2021 - Leadership Training Academy, Pittsburgh, PA
• June 14-17, 2021 - Annual Conference & Exhibition, Orlando, FL

Materials for Distribution

The Virus has necessitated a major pivot in how we function, manage the association, deliver programming.

- Impacts from the Pandemic are significant
  - Re-evaluation of Face to Face Programming and transition to virtual – starting with 2020 ACE
  - Renegotiate venue contracts
  - Develop, access, and manage technology

- Webinar programs are continuing with added emphasis, frequency, and content diversity

- Membership renewals and new registrations – only a very slight decrease in renewals & new memberships since the COVID-19 (so thank you for your continued support!)

- Publication sales have exceeded expectations by 22% - NSR update manual being #1 in sales
Path Forward

• Continue Assessing each F2F Event
• Focus on Content /Delivery
• Develop, Expand, and Augment Training Sessions
• Access Impacts to Business Plan and Respond as necessary

• We can’t take our foot off of the pedal on content development and delivery. We control this process.
Initiatives and Business Development

- Adopt a statement anti-harassment policy and guidance – By the no later than November board meeting – see attachments 5 and 6 to the Board Agenda. We need 3 to 4 people to adapt what PNWIS has done.

- Establish a committee to address our efforts towards Diversity, Equity, and Inclusion. 1 to 2 people from each Council, Board President, President-elect, and ED minimum. Ideally we need to have diversity on the committee. Committee development by October BOD Meeting and Framework by November DOC meeting.

- Paul Algu - A&WMA Academy - Launch and Content Support

- Recording content - ACE has shown us that we can host content online for viewing in any time zone, and that participants are able to view every paper, plenary session, or meeting. (Need – Tech and S&C Councils and HQ – Messaging - September)

- We can share content with Sections and Chapters. A talk given in a Section or Chapter meeting can be seen by any member anywhere; (Need S&C, HQ Presidents letter to all S&Cs - September)

- Conferences could have a mix of recorded papers and live presentations with Q&A sessions enabling people in all time zones to participate. (Tech and Ed Councils and HQ – White Paper October)

- The A&WMA President and/or Executive Director can be “in” the room at any Section and Chapter events for a 5 minute update of what’s happening at the International Association level (Message out to S&C - BOD – September).
Presidents Report of State of the Association (cont)

Membership Help

- Support
  - Renew existing memberships
  - Support organizational memberships
  - Encourage colleagues to join
- Participate
  - Virtual and/or In-person Programming
  - Publication purchases
- Volunteer
  - Tell us what content interests you!
  - Develop/present at an in-person or virtual program event
  - Develop new publication content
A&WMA Sections and Chapters Council Meeting
October 2, 2020

EXECUTIVE DIRECTOR’S REPORT
STEPHANIE GLYPTIS
Financial Summary
(year-to-date through August 2020)

➢ The last seven months have forced a new level of nimbleness on our Association – we have worked hard and creatively to create new content, new marketing messages, and changed how events are designed and presented

➢ The August P & L reflects a ($27,473) loss
  ➢ Contributing factors:
    ➢ ACE 2020 net revenue $176,472
    ➢ Strong performance from virtual NSR and PFAS
    ➢ Webinars net revenue $22,041

➢ Ongoing full year forecasting and regular review of cash incoming/outgoing, daily/weekly
  ➢ Cash on hand, plus fixed income accounts and equity managed accounts totals $1,150,000
  ➢ Year end forecast reflects breakeven – expense control, conference conversion – seeing positive dividends for our efforts and investment in modifying content deliver
  ➢ Note budget $62,865
  ➢ Must focus efforts on securing ACE 2021 exhibitors/sponsors
Update on Status of 2020 Programming

• NSR Workshop – Virtual – September 1, 8, 10, 14, 18
  • 91 registrants
  • Registration revenue exceeded budget expectations

• PFAS Conference – Virtual – September 15 – 17
  • 184 registrants
  • Registration revenue exceeded budget expectations
  • 6 sponsors totaling $18,000
  • “This has been the best PFAS science meeting I have attended since the SETAC special session last year.”

• MEGA Conference – Virtual – November 17 – 18
  • 5 registrants ($2,225) (note budget, $40,000 revenue, $0 net)
  • 1 sponsor ($2,750)

• Information Exchange – Virtual – December 9 – 10
  • Technical program planning has begun
Status of Planning 2021 Programming

• IT3 (January 27 – 28) – West Palm Beach, FL

• Leadership Training Academy (April 9 – 11) – Pittsburgh, PA

• Measurements (May 11 – 13) – San Diego, CA

• ACE (June 24 – 17) – Orlando, FL

• Vapor Intrusion (September 23 – 24) – Chicago, IL

• Visibility (October 4 – 8) – Bryce Canyon, UT

• MEGA (October 19 – 20) – Indianapolis, IN

Additional programs in development for 2021:
• Wildfires – May or August
• Models – October (Raleigh)
• Waste Information Exchange – April or October
• Climate Change – committee will convene after the election to discuss next steps
Update on Webinars

➢ Puff Dispersion Modeling with CALPUFF and SCICHEM Series – (October 6, 7)

➢ The Federal Coal Ash Program: Where We Are and the Path Forward – (October 8)

➢ Benzene Waste Operations NESHAP (BWON) Series – (October 13, 15, 20, 22)

➢ Nox Air Pollution Control Technologies – (October 28)

➢ Calendar continuing to be populated with content through December
Membership

➢ Monthly revenue decreasing slightly, ($15,000) variance from budget expectation year to date
➢ Working overtime to retain and attract members
➢ Investing in membership development is a top strategic priority
  ➢ Increasing marketing efforts
  ➢ Staying active in the marketplace
  ➢ Understanding member needs and meeting those needs with relevant, timely content
  ➢ Continuing to inform and support our members during the pandemic
Questions/Comments
Items for Discussions

Stephanie Glyptis, A&WMA Executive Director
sglyptis@awma.org
412.904.6006
Thank you!
YPAC Update
YPAC Chair Paul Algu
Fall Sections & Chapters Meeting
10.2.2020
Local Support Committee

- Chair: Kaitlyn Watkins (also serving as 2021 ACE YP Chair)
- Vice Chair: Stephanie Friel

- Responsible for serving as YPAC Liaison with S&C and engaging YP members at the local level
- Primary point of contact with S&C Council and membership
LSC Projects

- Quarterly POSS calls with YP chairs from S&C
- Compilation of YP leadership database
- “Master” calendar of YP events at S&C level
- Migration of YP Toolkit to YP Resources Google Drive
- Integration of these efforts at ACE/YP Hub
Other YPAC Projects

- A&WMA Academy - YouTube library of interviews with membership and soft skills presentations
- YP Perspective article in EM (need submissions!)
- Mentoring Program re-start
- YP Advice Column submissions
Points of Contact

- YPAC Chair Paul Algu - palgu@rtpenv.com
- Local Support Committee Chair Kaitlyn Watkins - Kaitlyn.Watkins@fpl.com
- Local Support Committee Vice-Chair Stephanie Friel - sfriel@langan.com
- Publications Committee Chair Kerry Weichsel - kweichsel@cecinc.com

- Dear YP advice column - https://docs.google.com/forms/d/1CWff8bJHrFjhZsSrfh3NZ3G8ZNEgxODs6Nop1aewyeE/viewform?edit_requested=true
EDUCATION COUNCIL

Sections & Chapters Council Meeting
October 2, 2020

Rashmi Pathak
Chair, Education Council
OBJECTIVES

- Foster programs in education, training, and professional development
- Develop adequate professional resources
- Provide information and improve knowledge of members and general public through outreach programs
ORGANIZATION
PROFESSIONAL DEVELOPMENT DIVISION

Focus: Continuing education & training of environmental professionals

1. Professional Development Committee
2. Webinar Committee
3. Committee for the Professional Development of Women
HIGHER EDUCATION DIVISION

Focus: Promotes academic activities that will ensure an adequate pool of competent environmental professionals for the future and assists students with their environmental career tracks.

1. Student Scholarship Award Committee
2. University / College & Student Development Committee
PUBLIC EDUCATION DIVISION

Focus:

• Provide public education programs and develop materials on environmental issues
• Provide outreach opportunities for members to become actively involved in environmental education efforts.

1. Environmental Education (K-12) Committee
2. Scouting Jamboree Committee
Thank You!
Annual Conference and Exhibition 2021

• Call for abstracts – in October EM magazine

• On the ACE page https://www.awma.org/ace2021
Upcoming Specialty Conferences

https://www.awma.org/conferences
Webinars

https://www.awma.org/webinars

- Air Quality Permits – How to Obtain, How to Comply
  Tuesday, September 22 and Tuesday, September 29, 1:00 pm – 3:30 pm ET

- Air Dispersion Modeling with AERMOD
  Wednesday, September 30 and Thursday, October 1, 1:00 pm – 3:00 pm ET

- Puff Dispersion Modeling with CALPUFF and SCICHEM
  Tuesday, October 6 and Wednesday, October 7, 1:00 pm – 3:00 pm ET

- The Federal Coal Ash Program: Where We Are and the Path Forward
  Thursday, October 8, 1:00 pm – 2:30 pm ET

- Benzene Waste Operations NESHAP (BWON) Fundamentals
  Tuesday, October 13; Thursday, October 15; Tuesday, October 20; and Thursday, October 22, 1:00 pm – 3:00 pm ET

- NOx Air Pollution Control Technologies
  Wednesday, October 28, 1:00 pm – 3:00 pm ET
International Affairs Committee

• Works on identifying existing international sections and chapters
• Tries to establish connections and revitalize local chapters and sections
• Tries to get them involved into AWMA life:
  • Report to the Technical Council annually
  • Get involved into ACE planning
  • Get involved into non-ACE planning
• Establish student chapters – continue to participate after graduation
  • Connect student chapters with existing North American chapter or section for help
• Remote participation in ACE2021 for international members to address
  • COVID-19 issues
  • Visa issues
  • Cost reduction
Membership and Areas of Interest

• Provide the S&CC input to the Board
• Updates on the areas of interest - current do not reflect the interests of the members or potential members and has limitations
• Proposal from TC to the Board on April 30, 2020
  • Take out the limit of 4 choices
  • Line up interest areas with the structure of the Technical Council
  • Increase the number of areas of interest
Technical Council and SCC Liaison

Helen Ginzburg
hginzburg@vhb.com
Membership Committee Update, Mike Hult, Membership Chair

Membership Statistics and Reporting
# COVID-19 Effect on Membership

<table>
<thead>
<tr>
<th>Category</th>
<th>January 2020</th>
<th>June 2020</th>
<th>% Change from Jan</th>
<th>September 2020</th>
<th>% Change from Jan</th>
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<tbody>
<tr>
<td>Individual</td>
<td>1,917</td>
<td>1,754</td>
<td>-9%</td>
<td>1,694</td>
<td>-12%</td>
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<tr>
<td>Organizational</td>
<td>1,134</td>
<td>1,093</td>
<td>-4%</td>
<td>1,110</td>
<td>-2%</td>
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<tr>
<td>Young Professional</td>
<td>384</td>
<td>349</td>
<td>-9%</td>
<td>351</td>
<td>-9%</td>
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<tr>
<td>Student</td>
<td>405</td>
<td>405</td>
<td>0%</td>
<td>368</td>
<td>-9%</td>
</tr>
<tr>
<td>Emeritus</td>
<td>303</td>
<td>290</td>
<td>-4%</td>
<td>278</td>
<td>-8%</td>
</tr>
<tr>
<td>Honorary</td>
<td>38</td>
<td>39</td>
<td>3%</td>
<td>39</td>
<td>3%</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>4,181</strong></td>
<td><strong>3,930</strong></td>
<td><strong>-6%</strong></td>
<td><strong>3,840</strong></td>
<td><strong>-8%</strong></td>
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### Membership Data

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<thead>
<tr>
<th>Date</th>
<th>Emeritus</th>
<th>Honorary</th>
<th>Individual</th>
<th>Organizational</th>
<th>Student</th>
<th>Young Professional</th>
<th>Total</th>
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<td>9/28/2020</td>
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<td>368</td>
<td>351</td>
<td>3,840</td>
</tr>
</tbody>
</table>

### By Type Individual and Organizational

### Total Membership

### By Type Student, YP, Emeritus
2020 Membership Performance Recognition Program
Preliminary Winners (Need to Complete Questionnaire to Qualify)

Chapters
1. Big Bend Chapter (Florida Section)
2. Channel Islands Chapter (West Coast Section)
3. Eastern NY Chapter (Mid Atlantic States Section)
4. Mojave Desert Chapter (West Coast Section)
5. West Virginia Chapter (Allegheny Mt. Section)
6. Coastal Plains Chapter (Florida Section)
7. Tampa Bay Chapter (Florida Section)
8. Genesee Finger Lakes Chapter (Niagara Frontier Section)
9. Orange County Chapter (West Coast Section)

Sections
1. West Coast Section
2. Upper Midwest Section
3. Florida Section
4. Midwest Section
Discussion: How to Attract and Retain Members

- PNWIS – Environmental Challenge continues, any college/university can participate!
- UMS – Virtual Conf on the Env (COE)
- Midwest Section – Annual Conference, a series of webinars – 2 hours at a time, and monthly meetings as webinars, annual YP workshop, in two sessions, virtual networking event (4:30 – 6:00, hop in/hop out, byob)