

Minutes for Division 1's Monthly Steering Committee Meeting

Thursday, December 8, 2022 @ 3PM ET via zoom

<https://americanbar.zoom.us/j/8035484597?pwd=bld1YysxL25ibWxYZTQ5L29OTmYrdz09>

Meeting ID: 803-548-4597

Steering Committee Members (2022/2023)

Tom Dunn, Chair	Brett Henson
Cassidy Rosenthal (Immediate Past Chair)	Joe Imperiale
Catherine Delorey	Katie Kohm
Marissa Downs	Mike Lane
Kelsey Funes	Jason Rodgers - Da Cruz
Kanita Williams	

Liaisons (2022/2023)

Tony Lehman	Governing Committee
Lexie Pereira	Young Lawyers Division
Jessica Sabbath	In-House Counsel
Marissa Downs	Membership
Jessica Knox	Technology
Jen Millender	SPEC (Special Programs and Education)
Gaela Normile	Diversity + Inclusion
Rebecca Takacs	Publications
Jade Davis	Marketing

D1 Friends and Attendees

Mark D. Johnson	Andrew Vicknair
Joe Hellenbrand	David Ponte
Thanh Do	Cole Graveen
Lisa Colon	Brenda Radmacher
Dan Seabolt	

Minutes

1. Chair's Notes

a. Forum News

- i. Regionals were completed on December 2. Tom reported that Matt O'Connor from his office attended DC and enjoyed the program.

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- ii. Tom reported that the Forum is undergoing evaluations on revenue generation and cost control measures. Relevant for Division 1 members is:
 - 1. Registration for programs are going to increase by \$200-300+ which is still less than many competitor organizations for CLEs (not at the level of quality of Forum programs)
 - 2. Electronic publications and program brochures
 - 3. Virtual attendance at national meetings will be pulled back
 - 4. Division budgets decreased from \$1,500 to \$500 per bar year
 - 5. A/V availability for Division lunches may be more limited
 - 6. If there are ideas on ways to grow Forum revenues, please contact Tom Dunn and he will get you hooked up with the correct committee.
- iii. Katie Kohm gave a report about D1 member outreach. She is waiting for spreadsheets of D1 membership from ABA Communities to compare from past lists so we can do targeted outreach.
 - 1. Katie also gave an overview of the Annual Meeting in Vancouver in April 2023. Sounds excellent. All about the Future of Construction Law and on a broad range of topics. She is going there this weekend and will report back next month about social events / places for D1/D8 to go. *Safe travels Katie!*
- b. Today's TTS and [Midwinter 2023 Meeting Registration Open](#)
 - i. Jason Quintero provided a promo for the Midwinter meeting – he is a co-chair. It sounds awesome – Old World Meets New World. Some really special social events planned as well so sign up early to reserve your spots for those.

2. Division 1 Liaison reports

- a. Jade – Marketing – No report
- b. Jess – In-House – D11 said that it was interested in doing the D11 In-House Counsel Feature. Marissa/Catherine will work with Jess on this to get it off the ground! *Thanks!!*
- c. Lexie – YLD – No report, but YLD is meeting tomorrow. Joe Imperiale said that he needs 1-2 volunteers to help out with the mock witness exercise for the midwinter program.

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- d. Marissa – Membership – discussion was held mostly on how to increase attendance and registration at our national programs. Marissa said that she suggested that the Forum collaborate with marketing professors to help with a research study. She is pursuing that as a cost-effective option.
- e. Jessica – Technology – no report as there have been no meetings
- f. Jen – SPEC – no report as there is no active projects (but see January CLE link below)
- g. Gaela – Diversity + Inclusion – no report and meeting upcoming; some discussion about updating D+I's website
- h. Rebecca – Pubs – no report

***Tom invited / challenged our liaisons to think about D1 led programs/initiatives that advance the purpose of their assigned standing committee. D1 (Tom/Lexie/Lisa) is involved in law school outreach efforts. If there are tech / D+I / Marketing / Membership aspects of that or other programs, please pitch it as I want to make sure our liaisons are getting something meaningful out of their leadership positions. If you have an idea, contact Tom and we will discuss how to implement it.

3. Toolbox Talk Series

- a. Toolbox Talk Series 2023 Team – Kanita. Tom/Kanita will be sending out a kickoff invite for the 2023 planning soon.

- 4. [The Dispute Resolver](#) – Catherine Delorey / Marissa Downs. Catherine/Marissa reported that there has been good momentum with TDR. Andrew Vicknair and his firm has contributed towards TDR and has offered to contribute in the future. Same with Joe Imperiale's firm. **If you have a short article, please submit it to the TDR Team!**

5. Upcoming Programs/Meetings

- a. Jan 18, 2023 – [BIM and Legal Implications Webinar](#)
- b. Feb 1-3, 2023 – [Midwinter 2023](#) – Caribe Hilton, San Juan, Puerto Rico
 - i. Social – Marissa (partner with D11 / D7 – Casa Bacardi Event on February 1 at 4PM [mixology course] or 6PM for 2 hour cocktail reception at Casa Bacardi sponsored by [Construction Discovery Experts](#))
 - ii. Lunch – none planned (no division lunches)

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- iii. Practicum – Joe Imperiale – Trial Advocacy – Direct Examination. Joe reported that they are ready to go. Kelsey is on the panel. They will be doing mock openings and direct examinations.
- c. April 12-14, 2023 – **Annual 2023** – Vancouver, British Columbia, Canada (Katie Kohm Co-Chair)
 - i. Social – Pasha (with D8)
 - ii. Lunch – Pasha (with D8)
 - iii. Practicum – Ashley Sherwood – Trial Advocacy – Cross & Closings
- d. Sept / Oct, 2023 – Fall -Washington DC (Catherine Delorey Co-Chair). Catherine confirmed the program will be September 27-29, 2023 on Government Construction. They have most of their speakers lined up and committed. Wow!
 - i. Social – Kanita / Lexie
 - ii. Lunch – Gary Welch (View from Arbitrators' Bench)
 - iii. Practicum – Lisa Colon – Bid Protests. Lisa reported that they are having their first planning call next week.
- e. Midwinter 2024 - _____ (rumors that Las Vegas may be the venue)
- f. Annual 2024 - _____ (Joe Imperiale and Brenda Radmacher are Co-Chairs) (pretty sure the location is going to be New Orleans, but location not fully locked in yet)

6. Open Business –

HAPPY and SAFE HOLIDAYS!!!

7. Next Steering Committee Meeting -- Thursday, January 12, 2023 at 3PM ET