

Executive Director's Report November 20, 2020

LAPELS Board Vacancies

- Reminder that Tom Carroll's (PEG) term as LAPELS Board member will expire on March 31, 2021. Deadline for applications is December 11. Please help spread the word.

PDH Opportunities

- We did very well on the seminars this past fall and have 3 of the 4 in our On-Demand Library, Life Safety Code, ADA, and Ethics. We netted \$21,265 from the fall seminars which is more than what we have profited the last few years! The virtual classes seem to be working well for the members but going forward we will also offer a few classes in person in addition to virtual attendance.
- In December I will get LES qualified as an AIA provider and we will again be able to advertise our seminars to the architects. We will see an increase in attendance.

Membership Numbers

- We went back 3 years and looked at membership numbers, specifically new members who paid a membership fee to join. These numbers do not reflect free members.
 - 11/17 to 11/18 = 160 new members
 - 11/18 to 11/19 = 94 new members
 - 11/19 to 11/20 = 115 new members
- Total membership for the same period, these numbers are paying members only.
 - As of 11/18 = 1535
 - As of 11/19 = 1424
 - As of 11/20 = 1526
- However, our biggest challenge is retention!! These numbers reflect how many members were dropped for non-payment of dues during the same periods.
 - 11/17 to 11/18 = 202 members dropped
 - 11/18 to 11/19 = 423 members dropped
 - 11/19 to 11/20 = 574 members dropped

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LES On-Demand Library

LES On-Demand Library Seminars are an effective and easy way to engage engineering professionals on critical educational topics. These webinars provide participants with high-quality online education through best practices, effective solutions, and quality resources that help them advance their careers.

These webinars are promoted to more than 2,500 LES members including Licensed Professional Engineers and those on the path to licensure as well as to non-members.

The success of LES webinars is largely due to the interest and willingness of our presenters. We are pleased that you submitted a webinar topic for consideration. We have developed the following guidelines for presenters to ensure that participants will receive maximum benefit.

Information for the Presenter

What is a webinar?

A webinar is a virtual training presented live over the internet which allows participants in different locations to engage with the speaker and other participants on the webinar. Webinars are recorded, archived, and made available to participants as an on-demand LES product.

When are webinars scheduled?

LES webinars are available 24/7 year-round with a shelf life of one year for members to access.

How long does the webinar last?

Webinars must be at least 60 minutes in length: 50 minutes for presentation and 10 minutes to address participants' questions. Webinars may be longer if desired and approved by the LES CPD committee.

What are the presenter's responsibilities?

1. Submit a Webinar proposal using the online forum or filling out the attached form
2. Provide a PowerPoint presentation, supporting materials, bios and speaker photos to be used during the webinar and for marketing purposes. These items must be submitted three (3) weeks in advance of the webinar.

3. Presenters must submit a survey to be completed by participants after the webinar has concluded. The survey questions can be submitted as a Word document and must be submitted three (3) weeks in advance of the webinar.
4. Locate a quiet room, a computer with reliable internet capabilities, a high quality phone and/or a headset to present the webinar.
5. Participate in the pre-webinar training. The presenter's PowerPoint presentation will be used during the pre-webinar training to familiarize the presenter with the webinar software. This is a 15 minute practice session with the LES office hosted in the days before the scheduled presentation.
6. Identify a back-up presenter should an emergency arise that prevents the presenter from presenting during his or her scheduled webinar date and time.

What does LES provide?

1. LES will provide the technology and infrastructure to produce the webinar, host the recorded webinar, and handle all the e-commerce related to webinar registration.
2. LES will promote and market the webinar.
3. LES will track all program attendance and provide all program registrants with a confirmation email and instructions on how to access the webinar.
4. LES will respond to all email and telephone inquiries about the webinar.
5. LES will provide all registrants who completed the webinar with a print ready electronic certificate of completion after successfully completing the course
6. LES will handle all technical aspects of the webinar including training the presenter(s) on how to use the webinar platform and monitoring/assisting with the entire live webinar presentation.
7. Speakers are compensated with a 50/50 profit share after expenses.

Questions?

Contact information for each speaker must be provided and each speaker must sign the following speaker agreement form. Each presenter must be available on the agreed upon presentation date. If you have any additional questions or concerns, please email Brenda Gajan, brenda@les-state.org or call 225-924-2021.



Speaker Agreement

Please review and sign the agreement at the bottom. This signed agreement is required before a speaker can present a LES webinar.

1. Speaker will be compensated 50% of the profits after expenses for presenting their webinar.
2. Webinar presentation must be submitted in the form of a PowerPoint. The presentation must be carefully proofread and written in speaker's own words. Any accompanying images must meet copyright requirements. Only the first and last slides of the presentation may contain your company's name and logos. Presentation must be received at least three (3) weeks prior to the scheduled webinar so that it can be reviewed by the LES CPD committee.
3. Acceptance of a proposal is based on the content and the speaker at the time of submission. Any changes to content or speakers must be conveyed to LES in advance, and LES reserves the right to reassess suitability of the presentation.
4. Speaker agrees that if the presentation features a product or service of a business entity with which speaker has a financial relationship, full disclosure of employment or financial involvement with the product or company will be made by presenter to LES prior to the presentation. Speaker also understands that such presentations do not imply LES endorsement of these products or services. Speaker agrees that LES has no responsibility for the substance of the presentation and will state that the opinions presented are those of the Speakers and not of LES.
5. Speaker is strictly prohibited from "selling on the platform."
6. Speaker will act in a professional and dignified manner during the presentation and will not make disparaging comments concerning any persons, service, group, individual, and/or organization.
7. Speaker agrees to abide by all timelines set by LES and meet all deadlines to the best of his/her ability.
8. Speaker understands that LES will record, redistribute and publish said presentation in whole or in part with the proper attribution and make the recording available for purchase under the LES On-Demand Library.
9. Speaker waives any right to inspect or approve the content of the webinar or any printable work.

10. Speaker agrees that LES will have no obligation to utilize the authorizations and rights speaker grants to LES hereunder.
11. Speaker agrees that only circumstances beyond his or her control will use his or her best efforts to cancel his or her participation. In the event of Speaker's cancellation, Speaker agrees to provide a substitute Speaker of equal knowledge, stature, and expertise, subject to LES approval, to present the same topic.
12. Speaker hereby releases, discharges, and agrees to indemnity and to hold harmless LES, its legal representatives and assigns, all persons acting under its authority, and those for whom it is acting, from all claims, causes of action and liability of any kind, now known or unknown, in law or in equity, based upon or arising out of said webinar content or this agreement including, without limitation, claims of libel, slander, invasion of privacy, right of publicity, defamation, trademark infringement, and copyright infringement.

As a speaker, I have read and understand my responsibilities as outlined above and I will abide by them in my presentation. I represent and warrant that I am over the age of eighteen (18) years, and that the authorizations and rights granted hereunder do not conflict with or violate the rights of any third party.

Speaker's signature indicates receipt and acknowledgement of the information and an agreement to participate as stated above

Signature

Date

**Please sign and date this document and return to:
Brenda Gajan, LES Executive Director, brenda@les-state.org**

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**Louisiana Engineering Foundation presents:
2nd Annual LA Transportation Partners Golf Tournament**

The Bluffs Golf & Sports Resort

14233 Sunrise Way, St. Francisville, LA 70775



June 3 – 4, 2021

Thursday, June 3, 2021

9:00– 10:00 AM—PDH Opportunity

10:10-11:10 AM—PDH Opportunity

11:20-12:20 PM—PDH Lunch N Learn

12:30—1:30 PM—PDH Opportunity

1:40—2:40 PM—PDH Opportunity

3:00-3:30 PM — LEF Board Meeting

3:30-5:30 PM — LES Board Meeting

5:30-8:00 PM — “Ice Breaker” dinner event

Friday, June 4, 2021

7:00-8:00 AM—Catered breakfast

9:00-1:00 PM—Tour of St. Francisville

8:00-1:00 PM - Golf Tournament

1:00 PM - Awards Luncheon

Afternoon Flight if necessary

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Alexandria Chapter Update

Current chapter membership is 111, last November was 108 (2019).

Our first in-person meeting was held on November 10, 2020 at Alexandria International Airport. Greg Roache with Gainey's spoke on the "Amazing Uses of Precast" which was very interesting. 15 members attended the luncheon (usually around 20 on the average show up for the monthly meetings). All went well so we plan to hold our next meeting on December 1, 2020 again at AEX.

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LES Board Meeting

November 20, 2020

Bayou Chapter

Bayou Chapter typically stays around 93 members. We did drop to 87 in October. We will be contacting those that dropped to find out why. I already contacted two and they had not gotten their renewal forms because they switched jobs and the contact information we had was for their previous employer.

We did a survey regarding how the membership would prefer to have our meetings. The majority of those that participated in the survey said they prefer in person meetings. Our first meeting of the 2020-2021 year will be held on Wednesday, November 18th. We are not having a speaker. I just wanted to get everyone together to give them an update on LES. I will report on attendance, topics, etc. at the board meeting.

As of right now, Bayou Chapter does not have any schools registered for Mathcounts. Hopefully the membership will be willing to help recruit schools after the meeting Wednesday.

10-J

**LES Board Meeting
November 20, 2020
Monroe Chapter**

The Monroe Chapter had our first meeting this past week on November 12, 2020. We had a fair turnout, with 25 attendees. Last November we had 43 attendees. With COVID-19 still being on the forefront of everyone's minds, we anticipated that attendance would be much lower this year. With that being said, we plan to still continue to have in person meetings, but also offer a virtual option to members who prefer that.

Monroe Chapter had a successful golf tournament in 2019 to raise money for our scholarships. We plan to hold this tournament again in 2021 if we are able to do so.

As far as Mathcounts go, we plan to have about the same number of schools that we have had in the past, which is around 4. We typically have a good turnout here locally, and hope that COVID-19 does not change that.

We are looking forward to working hard to ensure that our chapter continues to thrive despite all the challenges 2020 has presented us.