



**Independent Electrical
Contractors**

Education Committee

January 24, 2017

Meeting – Charleston Marriott, Charleston, SC

10:30 – 12:00 pm ET

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Approved Minutes

Attendance:

Present

- Stuart McArthur— Chairman, West Coast Business Communications, Portland, OR
- Don Hulseley – Hulseley Electric, Lowell, IN
- Scott DeSha – Southwest Electrical Contracting, San Antonio, TX
- Ed West – Humphrey & Associates, Dallas, TX
- Dan Denier – Denier Electric Company, Inc, Harrison, OH
- Steve Killius - Legrand North America, Summerville, SC
- Marissa Bankert – Central PA Chapter IEC
- Lindsey Miller – Milwaukee Tool, Plantation, FL
- Julie Howard – San Antonio IEC
- Andrea Taylor – KY & So IN Chapter IEC

Absent

- Brian Haines - Board Liaison – Pyramid Electric, Memphis, TN
- Todd McCormick – McCormick Systems, Chandler, AZ
- Janet Martin- Bret’s Electric, Frederick, CO
- Javier Herrera – Central Electric, San Antonio, TX
- Todd Hawkins – IEC Atlanta

Others Present

- Lysa Egly, Staff Liaison
- Spenser Villwock – IEC National (partial)
- Kristen Keenan, IEC National

Call To Order

Chairman McArthur called the meeting to order at 10:36 am. He welcomed the new committee members who joined this year, and thanked those returning for their participation over the past year.

Approval of Minutes from October 29, 2016

Motion to Approve –Denier/DeSha

First Time Attendee Class/Orientation

The original idea of a IEC 101 class came from Shirlee McArthur when she offered the idea in Baltimore at the education committee meeting. She presented it as an education session that could cover the various programs and resources available to first-time convention attendees.

43 Many committee members felt that the First-Time class could be combined with an event such as a
44 lunch or cocktail reception with introductions to senior “Mentors” and networking, followed by moving
45 everyone as a group into the General Session as the culmination. Items that could be covered in this
46 orientation could be: how to network at the convention, what our different meetings cover, what are
47 Forum Groups and who uses them, what are the various committees - who sits on them and what do
48 they do, other volunteer opportunities and how they could benefit you, resources available to
49 contractors from IEC National.

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51 **Contractor 101**

52 Contractor 101 relates to a seminar offered around or near the convention or a track of business courses
53 for the newer contractor. The committee members discussed various ways of achieving this.

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55 It could be made up of several sessions. The delivery of this series could be a 2-day course, or offered at
56 convention and/or Business Summit, with topics such as: Reading a Profit and Loss Statement, How to
57 Read and Understand a Business Plan, Contract Writing, When and How to Use Change Orders, HR
58 Requirements, Material Logistics, Training Leaders, Bidding 101.

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60 **Strategic Plan**

61 Our current approved plan was reviewed briefly to make sure we were on track with the stated
62 objectives, and that we were moving ahead with the Contractor 101 concept and getting the next
63 generation involved.

64 **Committee Name Change**

65 Mr. McArthur brought up the fact that our name was a little vague and not descriptive enough to say
66 what type of education the committee handles. A couple of names were offered: Contractor Education
67 Committee and Continuing Business Education Committee. A final name was not yet decided.

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69 **NEXT MEETING**

70 Our next meeting will take place on February 22, 2017 via conference call at 11:00 am ET.

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72 **ADJOURN:** The meeting was adjourned at 12:04 pm ET.