



AFE Region 8 Newsletter

January 2020

Greetings to everyone in AFE Region 8.

Welcome to the second edition of the Region 8 newsletter. We are putting this newsletter out on a bi-monthly basis to help keep our regional contacts and members up to date on what we are doing.

Region 8 website: <http://www.afe8.org/>.

AFE Region 8 news

The next regional board meeting will be on January 21st from 4:00 – 5:00 PM. It is a call-in meeting.

Advertising on the AFE Region 8 website is \$300 per year. Please reach out to me at aferegion8@gmail.com.



The \$300 sponsorship provides companies with exposure to hundreds of facilities professionals in New England. The logos are live links to the sponsoring companies website. In addition to their logo being on the website, their logos will also be displayed in our newsletter. Also for our sponsors, we will gladly post any special events or classes they are planning and will post any job opening they have on our website.

What are the roles and responsibilities of the Regional board is a question I hear from time to time. Why are we divided into regions? There are nine regions in AFE. The purpose of

the regional construct is to organize the chapters into geographic groups in order to provide those chapters more local resources of the National office. Unlike the chapters, which have their own 501c6 IRS certifications, the regions are part of the National office and run under the AFE national IRS tax ID. The following are the different positions on the board of the region.

Vice President – Region (RVP)

- Represents his/her region's chapters on the Committee of Representatives (CoR), which consists of the other AFE Vice President-Region leaders throughout AFE.
- Maintains a close working relationship with the AFE Executive Director and AFE National Board President.
- Maintains an active interface with all chapters and individual members within a respective region.
- Is thoroughly familiar with the current bylaws and all AFE operating policies and procedures.
- Ensures that each chapter meets its responsibilities (i.e., report/tax form submissions, member retention programs, chapter officer listings, financial reports, meeting minutes, etc.).
- Sees that all chapters have elected their required officers and that a current list is sent to:
 - AFE Headquarters
 - The Group Director
- Strives to increase membership in the association by establishing new chapters and encouraging the growth of existing chapters. Establishes target areas and goals each year and strives to achieve these goals through the Group Directors
- Assists chapter officers with any communication needs.

Treasurer – Region

- Maintains the financial records for the region and reports finances to the Regional Board and AFE Executive Director on a quarterly basis.
- Assists chapters, as needed, with tax form submissions to various state agencies and the IRS.
- Assists the RVP in ensuring chapters in the region are current in this 501c6 status.
- Tracks money owed from such sources as sponsors, member dues, donations and certification classes held in the region.
- Pays all bills owed by the region.

Secretary – Region

- Maintains correspondence for the region.
- Publishes the regional newsletter.
- Records the Regional Board meeting minutes and publishes them on the regional website and to all the regional board members.
- Provides quarterly membership lists for the chapters in the region to the Group Directors, RVP and Chapter Presidents.
- Maintains the Region website.

Group Director – Region (May be multiple Group Directors for a region)

- Is the direct liaison between the chapter and the regional board.
- Assists the chapters with membership goals.
- Provides chapter leadership training/guidance to the chapter leaders.
- Exchange ideas with chapter leaders on what works well on other chapters and what the other chapters are doing.
- Attends chapter board meetings.
- Attends chapter membership meetings.

Chapter Delegates – Region

- At least one, preferably two delegates will be chosen by each chapter to be a chapter delegate on the Regional Board of Directors. The duties of a delegate are:
- Attend all regional board meetings.
- Represent the chapter on all Regional Board votes.
- Present financial and membership status at the Regional Board meetings.
- Present any other concerns or information the chapter wishes to present to the Regional Board of Directors.
- Provide the chapter leaders and chapter membership with regional board meeting minutes.

In the next newsletter that comes out in March, I will begin soliciting nominations for the position of RVP and I will be adding another group director to the region. While New England is geographically the smallest region, Stu Peeke is out of NH and we could use another Group Director located down towards the Worcester/RI/Springfield area to cover the lower side of New England. As I also stated before, I am an interim RVP, with my regular non-paying regional job being the Secretary. So, we will be soliciting for an RVP.

Certified Professional Supervisor (CPS) Review Course

Spring 2020 in New England. April 13th thru the 16th at 395 DW Highway, Merrimack, NH.

Fall 202 in New England. September 28th thru Oct 1st at 395 DW Highway, Merrimack, NH.

Pre-registration is required. Contact Josh for registration and payment.

Josh Watkins at 571-329-6067 or jwatkins@afe.org

Payment in Advance Only

AFE-Member - \$1295.00

AFE-Non-Member - \$1,595.00* and includes one-year membership in AFE

Certified Professional Maintenance Manager (CPMM) Review Course

Spring 2020 in New England. May 18th thru the 21st at 395 DW Highway, Merrimack, NH.

Fall 2020 in New England. November 9th thru the 12th at 395 DW Highway, Merrimack, NH.

Pre-registration is required. Contact Josh for registration and payment.

Josh Watkins at 571-329-6067 or jwatkins@afe.org

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AFE-Member - \$1295.00

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AFE National News

AFE National has moved their office to 1901 North Fort Myers Drive, Suite 500, in Arlington, Virginia 22209.

The National office has brought Elizabeth (Libby) Michael onboard as the Associate Director, Member Services. She can be contacted at 571-395-8770, emichael@afe.org.

The National BOD approved a plan starting on 1/1/2020 to set aside the portion of dues for each chapter and region into a special account that will be dispersed to each chapter and region at the end of each quarter. The dues going out to each chapter and region is based on all members of the chapter except those listed as Lifetime membership. The chapters and the region should expect checks from national for those members that renewed in Q1 by late April to early May. In order to receive money from National, each chapter must be current with their 501c6 status with the IRS, along with the applicable state laws and have a least three current months of your chapters BOD meeting minutes. Remember that an IRS form 990 (for most chapters it will be the 990EZ) by the 15th of May each year. If a chapter misses 3 years of filings, then the IRS will deactivate the chapter's 501c6 status and the chapter will need to refile with the IRS. It is important that the chapter Treasurer make this filing and the Chapter Presidents need to ensure their 501c6 status is current.

Membership dues are going up. AFE membership dues have been held steady for many years and we all know costs are going up. The move of the National office to Arlington was one of the cost saving measures AFE has taken, but in order to pay the chapters and regions their portion of the dues, we had to raise the amount of dues in each membership category. The dues increase went into effect on 1/1/2020.

The refresh of the three certification programs is ongoing. The update of the CPMM program is complete with the issue of version 3.00. The CPMM program has also been converted to Spanish and AFE now offers both the CPS and CPMM programs in English and Spanish.

The CPS program is undergoing an update with a new Safety and Health section added and some updates done in a few other sections. The update to the CPS program is not as

significant as the one we did with the CPMM program.

The CPE program is also undergoing a significant update. We have a team of industry experts from around the country working on this update. We hope to have the update done by May.

The National office is in discussions with a testing company with a presence in 180 different countries for the purpose of using their services for providing our certification programs around the world. The goal is to be able to have any facility professional sign up for one of our certifications, receive the review packs for self-study, be able to watch a recorded live review class by unit and then go to one of the testing firms test sites and take the certification exam. We have our first face to face meeting with this company on January 14th to learn more about what we need to do get our certification courses ready for them. This is an exciting step for us as we will have global reach with our certification programs and not be bound by the limitations of providing live instructors. Many other professional organizations have their certification courses set up with companies like the one we are talking with. We will continue to provide live review courses, but this is just another vehicle we are engaging to expand our outreach. I will have more on this in the next newsletter.

AFE Region 8 Chapter News

Chapter 33

Bosch Thermotechnology Lab Tour, Watertown, MA, Thursday, January 16, 2020, 5:00 PM 9:00 PM

Tech Talk, Energy Optimization through Data presented by Jules Nohra on Thursday, February 27, 2020 5:30 PM 9:00 PM

Chapter 63

Dunk for a Providence Bruins Hockey game on Friday 1/17/20 at 7:00 PM.

Chapter 74

Chapter 74 Installation of Chapter Officers and our Annual Members Awards Night. 01/16/2020, Union Station in Downtown Worcester at Luciano's Cotton Club Restaurant.

Chapter 85

Board meeting 1/15.

Chapter 119

Working on setting up a chapter meeting.

Chapter 140

The chapter just held elections and now have a board at full bylaws strength of 11 board members.

President - Steve Bellemore CPMM

VP – Ed Gagnon CPE, CPMM, CPS
Treasurer – Ray Pieczarka CPE
Secretary – Gary Powell

At large members are:

John Grout – Tours

John Flanagan CPE - Tours

Thomas Howard – Membership, Region 8 Chapter 140 rep and tours

Marie Degulis – Membership and tours

Paul Jappe - Tours

Jeff Kibbie- Tours

Dennis Ford – Region 8 Chapter 140 rep

The next Region 8 newsletter will come out in March.

My best to all,

Ed Gagnon CPE, CPMM, CPS
AFE Region 8 VP & Secretary
AFE Vice Chair of Professional Development
AFE Chapter 140 VP