To: President Amy Blaida & Members of the Executive Committee

From: Cate Thompson, Diversity & Young Professionals Committee Chair

Date: July 26, 2018

During the last quarter (April – June), the Committee has represented the Florida Chapter at the following events/initiatives:

**FL APWA 2018 Jacksonville Conference**
We had a great turnout at the YP event held at the Omni. The decision to have the event at the hotel instead of offsite was key and encouraged other YP attendees to join who did not know about the event. We established many new contacts including field crew who are all eager to get involved.

**Committee Goals & Progress**
Moving forward, some of the goals of the committee are to build on relationships established with universities, host chapter specific YP events, organize PW director student outreach and educate & advertise on all open PW jobs at “construction career days” on behalf of APWA. With the approval from the Executive Committee I plan to send the following email to our current roster of 102 YPs and create the 4 subcommittees listed below.

Hello fellow APWA Young Professional (YP) members!

I hope this email finds you well, I am reaching out to officially get the ball rolling on structuring our FL YP chapter’s tasks, goals, involvement, meetings & more!

This is an exciting time, we have so much we can do to help each other, our branches, our chapter and the Public Works Industry! So how do we get started? Please **CLICK HERE** to open & fill out the Survey Monkey BUT keep this email open to read the below descriptions for further explanations on how to get involved.

I encourage you all to forward this email to ANYONE you think may be interested, member or not!!

**Technical Resources**… a quick way to be recognized as the “problem solver”!
Help to identify how the FL YP group can use all the free resources out there (the few that I know ie: Survey Monkey/Eventbrite/Go-to-meeting/Etc.) in our favor to help this committee, your local branch and FL Chapter! We will be an interactive group and we need this “think tank group” to work out the logistics of how to get it done! This will also include working with the local branches to make sure their website is up to date and all this awesome information is easily accessible!

**Research & Training**… 2 birds 1 stone here, identify helpful content to share while learning yourself!
This group will work on staying up to date on the latest tech trends in public works, creating content on how it is being used, how to implement it, what free resources are available and more. APWA has an enormous amount of free training & content (login to National website and check out “eLearning”), and our FL chapter members have an unbelievable wealth of knowledge. Hopefully by taking some tips from the “Technical Resources” team this group can reach out to the FL APWA chapter to help identify what training is needed as well as providing them with content that is already available on their specific topic.
**Career Trajectory**... *a way to meet our FL APWA leaders and pick up invaluable career advice along the way!*
Identifying and interviewing members of APWA who have rose through the ranks of their agencies to become the leaders that they are today. Where did they start, what was their path, what road blocks did they face? This content will be published in our FL APWA magazine and also shared with “Outreach + Events” team to help create public work awareness. In addition, this group will stay up to date on openings for entry level & YP Public Work positions which will also be shared with students.

**Outreach & Events**... *where are our networking social butterflies at?!
This group is the glue that ties all the other task forces together. Help to organize branch(s) involvement with [construction career day](#) volunteers, planning student seminars to educate about Public Works, teaming up with other YP industry associations, etc. Work with all the other YP task force groups to deliver what YPs want through webinars/lunch-ins (or any other platform you can think of)!

**So what the heck does all of this mean and how does it work??**
We need volunteers on 2 different levels, you can choose just 1 or both! After reading the subcommittee’s responsibilities, it will quickly become clear that there will be a lot of cross collaboration between all the groups!

**FL YP Chapter Subcommittees:**

**What do you do?** help create content that we share with all 11 FL branches

**Commitment?** Whatever is necessary to accomplish goals set on calls + local branch involvement

- **Leader:** 2 calls/month (1) organizing & driving tasks within your subcommittee (2) reporting updates on chapter YP committee call
- **Member:** 1 call/month (1) brainstorming & accomplishing tasks assigned by your subcommittee leader

**Branch Liaisons:**

**What do you do?** distribute/organize/implement the content created by FL YP Chapter Subcommittees to your local branch

**Commitment?** (you could do it all yourself OR create your own local branch subcommittees *hint hint* (as your FL YP chair I am here to help anyway I can 😊)

- 1 call/month (chapter YP committee call) to share branch activity and learn about the different subcommittees progress to bring back and share with your branch
- Leading branch’s YP members (as you see fit)
- Assigning tasks to local branch members
- Local student outreach
- Help bring in new YPs and APWA members
- Attending local branch committee meetings
- Help plan local events
A visual breakdown...

Current Branch Contacts & Openings

Requests to the Executive Committee
1. Use of FL Chapter conference call line, how to schedule time blocks?
2. That each Branch nominate a YP liaison
3. That each EC member encourage 1 YP in their organization to join, and suggest each branch committee to do the same

Current Committee Members:
Lisa Sterling, CDM

Respectfully Submitted,

Cate Thompson, Committee Chair