AGENDA
318-W - International Workshop Planning Committee
“Structural Concrete in the Americas”

Sunday, October 24, 2010
3:30 pm – 4:30 pm
Westin – Butler West
Pittsburgh, PA

MEMBERS
James K. Wight, Chair
Kenneth B. Bondy
James R. Cagley
Luis E. Garcia
Jose M. Izquierdo-Encarnacion
Randy Poston
Basile G. Rabbat
Guillermo Santana
Luke M. Snell

INVITED VISITORS
John C. Glumb, ACI Staff
Renee J. Lewis, ACI Staff

1. APPROVAL OF AGENDA AND MINUTES
   1.1 Approval of Agenda

   1.2 Approval of Minutes
   The minutes from the March 2010 meeting are attached as Exhibit A. This item is for information only.

2.0 SEVENTH INTERNATIONAL WORKSHOP – March 16 & 17, 2012 - Dallas, TX
   2.1 Chair
   As Jim Wight is a member of the Executive Committee a new Chair needs to be selected for the 2012 Workshop.

   2.2 Invitees
   The following individuals and countries were suggested to be invited during the last meeting. Wight, Cagley and Glumb were to work together to develop a list of countries to target.

   The committee will also discuss how each group should be invited as well as the timing for doing so.
   i. Chairs of the 318 subcommittees
   ii. Maintain the connection with those in Latin America, but also be more inclusive of other countries.
iii. Specific countries should be targeted (e.g. middle east, northern Africa, and other areas in the Americas such as Bolivia, Paraguay, Uruguay, and Antilles).

iv. 318-W and 318-L may want to hold a joint meeting to discuss other countries to be targeted.

2.3 **Topics**
The committee suggested a session on the 318-14 Reorganization as well as allowing other national concrete organizations to give a presentation so long as they were not scheduled back-to-back. The committee will discuss other topics that may be timely and of interest to the attendees.

2.4 **Workshop Follow Up**
From the Sixth International Workshop the question was asked if there should there be follow-up on the code differences between country’s presentations so that we can help all the countries move towards more continuity? This could be achieved through 318-S and/or ask the representatives to submit their suggested changes to 318 in English.

The committee discussed the need to establish a process for Workshop follow up and two-way communication with subcommittees of 318 during the last meeting. The committee will discuss how this may be accomplished.

3.0 **NEXT MEETING**

4.0 **ADJOURN**
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Address</th>
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</tbody>
</table>
1. **APPROVAL OF AGENDA AND MINUTES**
   1.1 **Approval of Agenda**
   The agenda was approved as distributed.

   1.2 **Approval of Minutes**
   The minutes from the November 8, 2009 meeting are attached as *Exhibit A*. This item is for information only.

2.0 **RECAP OF SIXTH INTERNATIONAL WORKSHOP**
There were 64 individuals who attended the workshop eighteen of which were students (16 from Puerto Rico and 2 from Costa Rica). Approximately 80 people pre-registered.

Presentations - Augusto’s presentation on Chile was excellent. The pre-1960’s section of the historical presentation was too long. The Young Practicing Engineers (YPEs) also did a nice job.

Speakers & Promotion - Garcia and Izquierdo did a great job contacting individuals to participate.

Logistics – Latin Americans like the large hot lunch.

Follow up – Should there be follow-up on the code differences between countries presentation so that we can help the countries move towards more continuity? This could be achieved through 318-5 and/or ask the representatives to submit their suggested changes to 318 in English.
3.0 FUTURE DIRECTION OF WORKSHOP
The committee felt that more time may be needed to plan the next workshop. The date for next workshop is March 16 & 17, 2012 in Dallas, TX.

Additionally the following suggestions were made for future workshops:
  a. Maintain the connection with those in Latin America, but also be more inclusive of other countries.
  b. Specific countries should be targeted (e.g. middle east, northern Africa, and other areas in the Americas such as Bolivia, Paraguay, Uruguay, and Antilles). Wight, Cagley and Glumb will work together to develop a list of countries to target.
  c. 318-W and 318-L may want to hold a joint meeting to discuss other countries to be targeted.
  d. Obtain assistance from Enrique Pasquel to set up a visit or seminar as a means of introduction in Peru.
  e. Invite the chairs of the 318 subcommittees
  f. Establish a process for Workshop follow up and two-way communication with subcommittees of 318
  g. Keep the workshop name the same even if other countries are invited/attend- Structural Concrete in the Americas
  h. Find a way to make sure attendees stay for the convention and become more involved in ACI
  i. Presentations should be 20 minutes in length in order to allow for questions.
  j. Speakers should be reminded to be sure their presentations are not commercial in nature.
  k. A group photo should be added back to the schedule and copy provided to attendees either during the Workshop or at the convention.

The committee suggested a session on the 318-14 Reorganization during the 2012 Workshop. Additionally it was suggested that other organizations could give a presentation so long as they were not scheduled back-to-back.

4.0 WORKSHOP CHAIR
As Jim Wight is a member of the Executive Committee a new Chair needs to be selected for the 2012 Workshop. This will be discussed during the fall meeting in Pittsburgh.

5.0 NEXT MEETING
The committee will meet again on Sunday, October 24, 2010 from 3 p.m. to 4:30 p.m. in Pittsburgh, PA.

6.0 ADJOURN
The meeting adjourned at 4:15 p.m.