

NIA's 2023 Fall Summit
October 26, 2023 | 11:45 a.m. – 1:45 p.m. ET
Aria Meeting Room

Young Professional Advisory Committee (YPAC) Meeting Agenda

1. Anti-Trust Policy Review, Roll Call, and Introductions Collin Smith
2. Approval of 2023 Summer Virtual Meeting Minutes Collin Smith
3. *Presentation: Sustainable Strategic Planning with Luse Thermal Technologies' Ashley Luse DeBoer and PCI's Rick Sutphin*
4. NIA Strategic Priorities & Board Update John Freeman/Rick Sutphin
5. Diversity, Equity, and Inclusion Task Force Update Collin Smith
6. Outreach to Engineering Students Task Force Update Thomas MacKinnon
7. Mentor Program Update Ashley Luse DeBoer
8. 2024 Convention Sustainability Panel—
Feedback and Discussion Leslie Emery/Collin Smith
9. Future Speaker Topics Collin Smith
10. Elections at Convention 2024 Collin Smith/Leslie Emery
11. Committee Purposes/Objectives/Actions Items Collin Smith
12. Group Photo Leslie Emery
13. Adjourn Collin Smith

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Committee Purposes, Objectives, and Action Items

Chairman: Collin Smith, Owens Corning
Vice Chairman: John Freeman, Petrin, LLC
Secretary: Thomas MacKinnon, Armacell

Purpose:

To offer a forum for young professionals to grow leadership skills, network with peers, gain industry information, and provide fresh insights and feedback to NIA management and the Board of Directors.

Key Objectives:

- Participate at NIA events and committees.
- Increase the attendance in the Committee (YPAC).
- Develop leadership and provide an opportunity to identify future leaders.
- Confirm speakers and develop valuable programs for YPAC meetings.
- Appoint one YPAC member each year to the Convention Committee.
- Address the perceived value of young professionals' participation in NIA.
- Gain knowledge and guidance from NIA Past Presidents and Board of Directors
- Provide NIA management and the NIA and the Foundation Board of Directors with fresh insights, innovative ideas, and strategic advice on a variety of topics including: NIA meetings, education needs, communication methods, and industry recruitment.

Actions:

1. Help solicit new members to the Young Professional Advisory Committee.
2. Actively promote participation in NIA activities (meetings and committees) to current and potential NIA members.
3. Encourage and ignite dialogue within NIA about advancing diversity and inclusion within the Mechanical Insulation industry as well as NIA, itself.
4. Expand industry knowledge by having speakers present at each YPAC in-person meeting.
5. Work on creating, maintaining, and updating a specific webpage for YPAC.
6. Hold 4 YPAC meetings and/or conference calls per year: in the winter, at NIA's Convention, at NIA's Fall Summit, and in the summer.

**National Insulation Association
Anti-Trust Compliance Policy**

POLICY:

Any infraction of anti-trust laws could subject member companies and/or individuals to legal penalties, including possible fines, possible imprisonment, and liability for attorneys' fees.

It is the policy of the National Insulation Association (NIA), its board of directors, officers, and staff, and its active and associate members, to strictly comply with all laws applicable to its conduct, and specifically with federal and state antitrust laws. Compliance with these laws requires obedience both to the letter and spirit of the law.

A basic tenet of NIA's Anti-trust Compliance Policy is that no member shall enter into any understanding, agreement, plan, or scheme, whether express or implied, informal or formal, oral or written, with any competitor with respect to prices, terms or conditions of sale, output, production, distribution, territories, or customers. NIA policy absolutely prohibits any consultation between competitors relating to prices or terms and conditions of sale.

This brief statement is not intended to be a complete statement of all aspects of the anti-trust laws. Members should seek legal advice if they have any questions concerning antitrust law compliance.

PROCEDURE GUIDELINES:

1. Always have an agenda, have it reviewed by counsel well in advance of the meeting.
2. Stick to your agenda - do not get into general discussions concerning topics which are not on the agenda.
3. Do record, accurately, the minutes of all committee meetings sponsored by the NIA.
4. Have legal counsel present at any meetings in which information or topics, which may have an anti-trust significance, are likely to be discussed.
5. Retain copies of any and all documents exchanged or relied upon at any committee meeting.
6. Be very careful in language used on any document produced for a committee meeting, including minutes, memos, and letters. Avoid including potentially suspicious phrases in any meeting document such as "please destroy after reading."
7. Never discuss pricing information. This includes prices charged to customers, change in the pricing levels of raw materials, terms and conditions of sales, credit terms used by you or imposed upon you by your suppliers, etc.
8. Do not discuss prospective production plans, allocation of markets, and/or actions aimed at hindering competitors.
9. Do not disparage a competitor's or a supplier's product unless you have specific proof that your statements are correct.
10. Avoid joint ventures and research projects unless you have discussed the matter with counsel with regard to any possible anti-trust problems that may arise out of such ventures.
11. Do not enter into any agreements or understandings with a competitor concerning discounts, terms, or conditions of sales, profits, profit margins, shares of the market, bids, or intents to bid.
12. Do not exclude competing NIA members from any committee.

By signing on the attached page, you are in agreement with the Anti-Trust policy.

Representing the mechanical and specialty insulation industry

NIA's YPAC Summer Virtual Meeting
Tuesday, August 15, 2023 | 2:30–3:30 p.m. ET
Zoom Link Provided to Attendees

Young Professional Advisory Committee (YPAC) Meeting Minutes

Chair: Collin Smith (Owens Corning)

Vice-Chair: John Freeman (Petrin, LLC)

Secretary: Thomas MacKinnon (Armacell)

Alec Cusick (Owens Corning)

Marissa Davis (Ideal Products)

Ashley Luse DeBoer, (Luse Thermal Technologies)

Jordan Farrell (IREX Contracting Group)

Jordan Fiske (Anchor Insulation)

Melissa Nogaj (Owens Corning)

Kristina Paskonis (Avery Dennison)

Cassie Popovski (Owens Corning)

Shawn Reichenbach (Performance Contracting, Inc.)

Jesse Revesz (Thermal Pipe Shields, Chase Manufacturing, Inc.)

Brad Smalling (Victaulic Company)

Jessica Zahn (Morgan Advanced Materials Thermal Ceramics)

Staff: Leslie Emery (NIA)

NIA Past President and YPAC Past President Advisor, Dave Cox (Owens Corning)

- Collin Smith (Owens Corning) called the meeting to order at 2:35 p.m. with 17 attendees, including one staff member and one guest. The Anti-Trust document had been sent to attendees prior to the meeting and was reviewed at the beginning of the meeting by Leslie Emery (NIA).
- Introductions were made of new officers and participants.
- Alec Cusick (Owens Corning) made a motion to approve the 2023 Convention Meeting Minutes. Jessica Zahn (Morgan Advanced Materials Thermal Ceramics) seconded. Minutes approved.
- John Freeman (Petrin, LLC) discussed the July 13th NIA Board meeting, including the goal of reaching out to the smaller contractors to get involved, education and training updates, NIA's long-range planning on the topics of value proposition, branding, and decarbonization. An upcoming carbon and energy study is being compiled by NIA.
- Past President Advisor Dave Cox (Owens Corning), who is also President of the Foundation for Mechanical Insulation Education, Training, and Industry

Advancement Board, discussed the actions of the Foundation, which is separate from the NIA. During the 2024 Annual Convention, the Foundation plans to have a Town Hall stakeholder meeting to describe the importance of Foundation's activities, including education and training development.

- Brad Smalling (Victaulic Company) gave an update on the upcoming Fall Summit, on October 25th and 26th at the MGM National Harbor. The schedule has been changed from years past to include a networking reception on Wednesday night. All committee meetings and presentations will be held on Thursday.
- Collin Smith (Owens Corning) gave an update on the Convention Planning Committee and their mid-July meeting. Spring Convention will be held in Naples, FL, from April 17th – 19th, 2024. The format of the schedule is the same as the 2023 schedule. The theme for the opening reception is White Linen Party and will be held on the beach.
- Ashley Luse DeBoer (Luse Thermal Technologies) promoted the YPAC Mentor Program and the benefits. She is participating in the program with PCI's Rick Sutphin on strategic planning and will present a presentation during the YPAC Meeting at Fall Summit. Brad Smalling (Victaulic Company) is also participating in the program with Marc Napolitano (IMC) on the topic of Technology Adoption and will present at the YPAC Winter Meeting. Jessica Zahn (Morgan Advanced Materials Thermal Ceramics) is participating with the topic and mentor to be announced.
- Collin Smith (Owens Corning) presented an update of the renamed Diversity, Equity, and Inclusion Committee. They are developing a framework on strategy developed to increase membership and increase participation in NIA committees. A survey on DEI, Education Opportunities, and General Feedback, will be sent to YPAC members after Labor Day and is anonymous.
- Thomas MacKinnon (Armacell) gave an update on the Engineering Student Outreach Task Force and the three scenarios proposed. Dave Cox (Owens Corning) recommended reaching out to the Industrial Assessment Centers (31 locations) and their national meeting. Dave Cox and John Freeman (Petrin, LLC) will follow up with a contact they have at the Industrial Assessment Center at LSU.
- Leslie Emery (NIA) asked YPAC members for their feedback on the Education Center and offered to meet offline to discuss further. Ashley Luse DeBoer (Luse Thermal Technologies) asked for courses around sales/business development and KPIs for contractors.

- Collin Smith (Owens Corning) asked for YPAC members to review the Committee Purposes/Objectives/Actions Items document and provide feedback.
- Leslie Emery (NIA) gave an update on NIA Programs and Resources and Upcoming Events including the 2024 *Insulation Outlook* Editorial Calendar, Award Programs: Safety Excellence (deadline by September 1st) and Premier Industry Manufacturers (deadline November 10th).
- Brad Smalling (Victaulic Company) moved to adjourn the meeting, seconded by Alec Cusick (Owens Corning). Collin Smith (Owens Corning) adjourned the meeting at 3:33 p.m.

Minutes submitted by Secretary Thomas MacKinnon.

DRAFT