

## 2025 NCEES Southern Interim Meeting—Summary for Funded Attendees

<b>Meeting dates and location</b>	<p>April 24–26, 2025          DoubleTree by Hilton Downtown Little Rock          424 West Markham Street          Little Rock, AR 72201</p>
<b>Meeting summary</b>	<p>The NCEES zone interim meetings are held each spring. The primary purpose of the meeting is for representatives from the member licensing boards to hear and discuss reports from the NCEES board of directors, CEO, standing committees, and task forces. The work of the committees and task forces results in motions that will be presented for Council vote at the annual meeting in August. Zone meeting delegates can ask questions and discuss possible annual meeting motions, and they are encouraged to take information back to their boards for further discussion. Additionally, delegates will provide individual board updates and elect a zone vice president and assistant vice president.</p>
<b>Schedule overview</b>	<p>The business meeting will begin at 8:30 a.m. on Friday and conclude by 11:45 a.m. on Saturday. A draft business meeting agenda follows on the next page. A full schedule of events will be posted at <a href="http://ncees.org/zones">ncees.org/zones</a> when registration opens in late January.</p>
<b>Attendance requirements</b>	<p>Plan to arrive on Thursday, April 24 and depart on Saturday, April 26 or Sunday, April 27. Funded attendees must attend all business meetings on Friday and Saturday. Flights must depart after 1:30 p.m. on Saturday.</p>
<b>NCEES funding summary</b>	<p>The Council will fund the following, as applicable, for the member board administrator and three eligible funded delegates from each board: meeting registration, lodging expenses for up to three nights (April 24, 25, and 26), and travel costs, per the travel policy. NCEES will also pay a one-time stipend to cover incidental expenses accordingly:</p> <ul style="list-style-type: none"> <li>• \$130 plus the approved mileage calculation for those who drive</li> <li>• \$330 for those who fly</li> </ul>
<b>Registration details</b>	<p>Meeting registration includes the business meeting; Thursday’s reception; Friday’s breakfast, lunch, and evening event; and Saturday’s breakfast.</p>
<b>Hotel room block rate</b>	<p>\$144/night for standard rooms, plus taxes (currently 15 percent)          NCEES will make the hotel reservations for all funded attendees based on information provided during registration and will be direct-billed for room, taxes, and fees for up to three nights (April 24, 25, and 26).</p>
<b>Air travel and ground transportation</b>	<p>NCEES will fund round-trip economy-class airfare to Little Rock. The hotel is located six miles (15 minutes) from Clinton National Airport. There are several ground transportation options available, including Uber, Lyft, and taxi service. Instructions to book air travel will be available in individual invitations, and ground transportation details will be posted at <a href="http://ncees.org/zones">ncees.org/zones</a> when registration opens.</p>
<b>Hotel parking costs</b>	<p>The cost of self-parking (currently \$15 per night) will be direct-billed to NCEES for funded attendees who are approved to drive to the meeting.</p>

**NCEES Southern Zone Interim Meeting**  
**Little Rock, AR**  
**April 24–26, 2025**

**Schedule of Events (draft October 2024)**

**Thursday, April 24**

4:30–5:30 p.m.	First-time attendee reception
6:00–7:00 p.m.	Welcome reception
7:00 p.m.	Dinner on own

**Friday, April 25**

7:00–8:15 a.m.	Breakfast
8:30–11:45 a.m.	Business session 1 <ul style="list-style-type: none"><li>▪ Call to order</li><li>▪ Pledge of Allegiance</li><li>▪ Welcome</li><li>▪ Roll call of member boards</li><li>▪ Introduction of guests and attendees</li><li>▪ Review of schedule for the day</li><li>▪ Call for additional agenda items</li><li>▪ Zone business<ul style="list-style-type: none"><li>○ Approval of zone meeting minutes from 2024 annual meeting</li><li>○ Nominating Committee report (elections on Saturday)<ul style="list-style-type: none"><li>○ Remarks from candidates for vice president</li><li>○ Remarks from candidates for assistant vice president</li></ul></li><li>○ Leadership Development Committee report</li><li>○ Awards Committee report</li></ul></li><li>▪ NCEES officer and CEO reports</li><li>▪ NCEES committee and task force reports</li></ul>
Noon–1:30 p.m.	Awards luncheon with guest speaker
2:00–5:00 p.m.	Business session 2 <ul style="list-style-type: none"><li>▪ NCEES committee and task force reports (cont.)</li></ul>
Times TBD	Off-site evening event

**Saturday, April 26**

7:00–8:15 a.m.

Breakfast

8:30–10:15 a.m.

Breakout forums

- Engineering
- Surveying
- Member board administrators
- Law enforcement

10:30–11:45 a.m.

Business session 3

- Elections
- Forum reports
  - Engineering
  - Surveying
  - Member board administrators
  - Law enforcement
- Site Selection Committee report
- Update on state activities
- New business
  - Consideration of resolutions
- Other items
- Invitation to 2026 Southern Zone interim meeting
- Adjourn

11:45 a.m.

Lunch on your own