The National Academy of Forensic Engineers

Winter Conference 2026
New Orleans, Louisiana USA

Board of Directors Book

January 16, 2026

Board of Directors 2025-2026

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BOARD ORIENTATION

NATIONAL
ACADEMY OF
FORENSIC
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NAFE Board of Directors Orientation

Mission

- Serving the public by advancing the ethical and professional practice of forensic engineering;
- Serving the jurisprudential system by certifying individuals having achieved expertise in forensic engineering;
- Serving Academy members and furthering the development of forensic engineers through education and the publication of peer-reviewed technical literature.

Governance & Board Responsibilities

As a member of the NAFE Board of Directors, you serve in a **fiduciary, governance, and leadership role** on behalf of the Academy, its members, and the public.

Your Legal Duties as a Board Member

Each Board member has individual legal responsibilities, including:

- **Duty of Care** – Participate actively, stay informed, and exercise sound judgment
- **Duty of Loyalty** – Act in the best interest of NAFE, placing the organization above personal or professional interests
- **Duty of Obedience** – Ensure compliance with laws, bylaws, and the Academy's mission
- **Duty to Avoid Conflicts of Interest** – Disclose and appropriately manage any real or perceived conflicts

Board Authority & Responsibilities

Under the Bylaws, the Board:

- Governs and manages the affairs of the Academy
- Establishes committees and appoints committee leadership
- Sets application fees, dues, and assessments
- Determines eligibility for Academy benefits and recognitions
- Oversees member discipline

- Appoints and oversees the Executive Director or Executive Secretary
- Determines Board size, composition, and fills vacancies annually

Governance Framework

The Board operates within a defined governance structure, supported by:

- The NAFE Bylaws
- The Governance Primer (Page 6)
- Parliamentary procedure (Page 16) (Robert's Rules of Order) for orderly, fair decision-making

Directors are expected to review these materials and use them as reference tools rather than debate manuals.

Parliamentary Procedure (At a Glance)

- Motions drive decisions
- One issue at a time
- Respectful debate is encouraged
- The Chair facilitates process; the Board decides outcomes
- Majority rules, with enhanced thresholds for certain actions

What Makes for an Effective Board Experience

Successful Board service at NAFE means you:

- Stay informed and prepared
- Listen actively and respectfully
- Focus on what is best for the Academy as a whole
- Use time efficiently and respect volunteer capacity
- Apply common sense and professional judgment
- Ask questions when unclear — early and often

NAFE GOVERNANCE

NATIONAL
ACADEMY OF
FORENSIC
ENGINEERS

NAFE Governance Primer: A Summary of Volunteer Leader Duties

NAFE BOARD OF DIRECTORS

Association officers, directors, delegates, committee members, and others involved in an association's governance are often uncertain of their roles and responsibilities. And for good reason — some rights and obligations are determined by law, others by the association's articles of incorporation and bylaws, and still others by written policies and procedures or more informal arrangements.

The following brief is designed to clarify the delegation of duties; explain the fiduciary duties imposed by law on association officers, directors, and delegates; and suggest ways to protect volunteer leaders from personal liability.

<u>Roles and Responsibilities</u>

NAFE Board of Directors

The NAFE Board of Directors (the "Board") is the governing body of the NAFE (the "association"), responsible for the ultimate direction of the management of the organization's affairs. The Board is responsible for policymaking, while employees (and to a certain extent, officers) are responsible for executing day-to-day management to implement Board-made policy. However, the ultimate legal responsibility for the actions (and inactions) of the association rests ultimately with the Board. The Board can act legally only by consensus (majority vote of a quorum in most cases) and only at a duly constituted and conducted meeting, or by unanimous written consent.

The Board may delegate authority to act on its behalf to others such as committees, but, in such cases, the Board is still legally responsible for any actions taken by the committees or persons to whom it delegates authority. An individual Board member has no individual management authority simply by virtue of being a member of the Board. However, the Board may delegate additional authority to a Board member, such as when it appoints Board members to committees. In a similar fashion, an officer has only the management authority specifically delegated in the bylaws or by the Board (although the delegated authority can be general and broad).

Committees

Committees have no management authority except for that delegated to them by the bylaws or by the Board. Furthermore, under most state nonprofit corporation laws, certain functions may not be delegated by the Board to committees. For example, in many states, the Board may not delegate to committees the power to elect officers, fill vacancies on the Board or any of its committees, amend the bylaws, or approve a plan of merger or dissolution.

Employees

Employees have no management authority except that specifically delegated to them in the bylaws or by the Board. For example, most associations' bylaws delegate to the chief staff executive the responsibility for the day-to-day operations of the association's office(s), including the responsibility to hire, train, supervise, coordinate, and terminate the professional staff of the association, as well as the responsibility for all staffing and salary administration within guidelines established by the Board.

Members

Members have no management authority, as such authority is held by the Board. However, some state nonprofit corporation laws generally reserve to members the right to remove officers and directors and to amend the association's articles of incorporation, among other rights. Under some associations' bylaws, certain matters, such as the amendment of the bylaws or the election of officers and directors, must be submitted to the membership for a vote. However, most other matters generally are not submitted to the full membership, but rather are handled by the Board, one or more of its committees, or the officers or employees of the association.

Legal Duties

Fiduciary Duty

Those in positions of responsibility and authority in the governance structure of an association — both volunteers who serve without compensation and employed staff — have a fiduciary duty to the organization, including duties of care, loyalty, and obedience. In short, this means they are required to act reasonably, prudently, and in the best interests of the organization, to avoid negligence and fraud, and to avoid conflicts of interest. In the event that the fiduciary duties of care, loyalty, or obedience are breached, the individual breaching the duty is potentially liable to the association for any damages caused to the association as a result of the breach. This fiduciary duty is a duty to the association as a whole; even those who serve only on a particular committee or task force owe the fiduciary obligation to the entire association.

Duty of Care

This duty is very broad, requiring officers and directors to exercise ordinary and reasonable care in the performance of their duties as well as exhibit honesty and good faith. Officers and directors must act in a manner that they believe to be in the best interests of the association and with the same level of care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances. The "business judgement rule" protects officers and directors from personal liability for actions made in poor judgment, as long as there is a reasonable basis to indicate that the action was undertaken with due care and in good faith. The duty of care also imposes an obligation to protect any confidential information obtained while serving the association.

Duty of Loyalty

This a duty of faithfulness to the association. This means that officers and directors must give undivided allegiance to the association when making decisions affecting the association.

In other words, officers, directors and delegates cannot put personal interests, even the interests of any specific constituency they were elected or appointed to represent, above the interests of the association.

Personal interests may include outside business, professional, or financial interests; interests arising from involvement in other organizations; and the interests of family members, among others.

Officers and directors should be careful to disclose even potential conflicts of interest to the Board of directors, and should recuse themselves from deliberation and voting on matters in which they have personal interests. For pervasive and continuing conflicts — such as a director of the association concurrently serving on the Board of a competing association — resignation from the individual's association leadership post or from the outside conflicting responsibility may be required. Officers and directors can have business dealings with the association, but such transactions must be subject to considerable scrutiny. In such event, officers and directors must fully disclose any personal interests to the Board of directors, and the terms of any transaction must be fair to the association. In addition, state nonprofit corporation statutes frequently provide specific procedures for dealing with transactions in which officers or directors have conflicts of interest.

Duty of Obedience

This duty requires officers and directors to act in accordance with the organization's articles of incorporation, bylaws, and other governing documents, as well as all applicable laws and regulations.

Conflict of Interest

Beyond the general legal duties, the importance of avoiding actual and perceived conflicts of interest is well grounded in law. If anything, recent changes in the wake of the WorldCom, Enron and the 2008 Lehman Brothers bankruptcy and ensuing financial market collapse have placed even stricter standards of scrutiny on conflict of interest obligations. The Sarbanes-Oxley financial reform bill put additional enforcement provisions and higher penalties in place for violations of these standards. The IRS has intensified compliance and enforcement actions and adopted a zero-tolerance attitude towards conflicts of interest through changes in the annual tax filings that not-for-profit organizations like NAFE and its state associations must make.

Most people understand the most obvious forms of conflict of interest: where direct financial benefits are involved. It doesn't take a law degree to know that it would be wrong for a director of the association to participate in a board decision that would financially benefit him or her directly. For example, if the association were considering a major asset purchase and you owned an interest in one of the company's competing for that sale, you have a clear conflict of interest. But there are other, more subtle conflicts that can from time to time arise, and volunteer leaders have a legal duty as well as an ethical obligation to be sensitive to them.

Duality of Interests

The reason this is such an issue is that none of us, as individuals, live lives so narrowly focused or categorically compartmentalized as to avoid constantly carrying a multiplicity of legitimate demands for our loyalty. We are, each of us, a bundle of different interests: we owe the same duty of loyalty not only to NAFE, but also potentially to other organizations in which we are involved. We have a duty of loyalty to our employer, to the community organizations we are involved in, to the church, school and civic boards we serve on. The list goes on and on. It would be unreasonable to expect any individual to divest him or herself of any outside interests other than NAFE before allowing them to serve and impossible for any of us to comply if such a demand were made of us.

The good news is that while we all must live in a constant state of duality of interests (simultaneous duties of loyalty to two or more organizations), it is a relatively rare event when those dualities of interest actually come into conflict. Your obligations to your employer will very seldom if ever come into conflict with your obligations as a volunteer to NAFE. Even less often will your obligations to a community or civic organization come in conflict with your obligations to NAFE.

But it can happen. So you need to be aware and highly sensitive to the possibility of some specific issue or topic or action suddenly implicating two legitimate interests that demand your loyalty. When that situation occurs, you have a duty to both organizations to immediately make leadership aware so that conflict can be appropriately addressed and resolved.

That point is important enough to restate:

- Legitimate dualities of interest exist for each of us … obligations to more than one organization that may or may not ever create an actual conflict.
- A duality of interest becomes a conflict whenever a volunteer has a direct or indirect interest, financial or otherwise, in the outcome of a matter involving NAFE.
- Whenever that occurs, the volunteer has a legal and ethical obligation to both organizations to bring that actual or perceived conflict to light, so that it can be appropriately resolved.

Remember, having a conflict of interest is not evidence of some moral shortcoming or ethical failure on your part. However, failing to act promptly to make leadership aware of the conflict so it can be appropriately addressed is a serious violation of your legal and ethical duties.

Remedies

When an actual or perceived conflict occurs, there are three remedies:

Disclosure. In a few cases, the conflict is so minor that simply disclosing it (and recording that disclosure in the official minutes) might be sufficient. For example, if the board was considering a large equipment purchase and you or your spouse owned a small amount of stock (a non-voting interest) in one of the company's competing for the sale, the board might very well determine that your financial interest is so small and your degree of control so slight that simply recording the disclosure in the minutes is enough.

Recusal. In a vast majority of cases, a conflict of interest is resolved by recusal --- or simply removing yourself from participating in any of the discussions or actions taken by the board or committee in a specific matter. Whenever the matter in which you have a conflict is discussed (including in any circulation of information in advance of the meeting), you are excused from the deliberations and leave the meeting.

Resignation. In a few, very rare cases, a conflict will arise that is so fundamental, you must make a choice. If you cannot, in good faith, serve the two masters simultaneously, you must resign from the service of one or the other. Again, such situations are rare, but there may be instances where one entity to whom you owe a duty of loyalty demands something from you that you cannot honor without violating your duty to another. For example, if you serve on one board that, for legitimate reasons, demands that certain proprietary information be kept confidential, but withholding that information would be damaging to another organization on whose board you serve, you cannot simultaneously honor both demands.

Who Decides?

One additional and very important point. The individual does not get to decide if a conflict exists or what an appropriate remedy would be. The board or other governing entity makes that call. Your duty, as an individual, is to fully and promptly disclose any actual or potential conflict and to abide by the collective decision of the board or committee as to its resolution.

Finally, it is important to remember that a board's action to cure a conflict of interest is not a reflection on your trustworthiness or character. It is not a question of whether you can be trusted to act in the best interests of the association … the legal standard is whether a reasonable person, looking at the matter with no special or inside information, might reasonably find cause to doubt that the decision was made exclusively in the best interests of the association, uncolored by any outside or individual concerns, if you participated in it.

Additional Considerations

Corporate Opportunities Doctrine

The duty of loyalty specifically prohibits competition by an association officer or director with the association itself. While officers and directors generally may engage in the same "line of business" or areas of endeavor as the association, it must be done in good faith and without injury to the association. One form of competition that is not permitted, however, is appropriating "corporate opportunities." A corporate opportunity is a prospect, idea, or investment that is related to the association's activities or programs and that the individual knows, or should know, may be in the best interests of the association to accept or pursue. An association officer or director may take advantage of a corporate opportunity independently of the association only after it has been offered to, and rejected by, the association.

Reliance on Experts

Unless an officer or director has knowledge that makes reliance unwarranted, an officer or director, in performing his or her duties for the organization, may rely on written or oral information, opinions, reports, or statements prepared or presented by: (i) officers or employees of the association whom the officer or director believes in good faith to be reliable and competent in the matters presented; (ii) legal counsel, public accountants, or other persons as to matters which the officer or director believes in good faith to be within the person's professional or expert competence; or (iii) in the case of reliance by directors, a committee of the Board on which the director does not serve if the director believes in good faith that the committee merits confidence.

Willful Ignorance and Intentional Wrongdoing

Directors cannot remain willfully ignorant of the association's affairs. A director appointed as treasurer, for example, with limited knowledge of finance cannot simply rely on the representations and reports of staff or auditors that "all is well" with the association's finances. Moreover, officers and directors acting outside of or abusing their authority as officers and directors may be subject to personal liability arising from such actions. Furthermore, officers or directors who, in the course of the association's work, intentionally cause injury or damage to persons or property may be personally liable, even though the activity was carried out on the association's behalf.

Reducing Personal Liability Risk

Association officers and directors can help minimize their risk of personal liability by doing the following:

1. Being thoroughly and completely prepared before making decisions;
2. Becoming actively involved in deliberations during Board meetings, commenting as appropriate, and making inquiries and asking questions where prudent and when such a need is indicated by the circumstances;
3. Making decisions deliberately and without undue haste or pressure;
4. Insisting that meeting minutes accurately reflect the vote counts (including dissenting votes and abstentions) on actions taken at meetings;
5. Requesting that legal consultation be sought on any matter that has unclear legal ramifications;
6. Requesting that the association's accountants assess and evaluate any matter that has significant financial ramifications;
7. Obtaining and carefully reviewing both audited and unaudited periodic financial reports of the association;
8. Attending the association's meetings and reading the association's publications carefully to keep fully apprised of the organization's policies and activities;
9. Reviewing from time to time the association's articles of incorporation, bylaws, and other governing documents; and
10. Avoiding completely any conflicts of interest in dealing with the association and fully disclosing any potential conflicts.

Liability Protection

If preventive risk management fails, the liability of association officers and directors can be limited through indemnification by the association, insurance purchased by the association, and state volunteer protection laws.

Apparent Authority

In the landmark 1982 case, American Society of Mechanical Engineers v. Hydrolevel, the U.S. Supreme Court determined that an association can be held liable for the actions of its officers, directors, and other volunteers (including actions that bind the association financially), even when the association does not know about, approve of, or benefit from those actions, as long as the volunteer reasonably appears to outsiders to be acting with the association's approval (i.e., with its "apparent authority"). The Supreme Court made clear that associations are to be held strictly liable for the activities of volunteers who have even the apparent authority of the association. Even if an association volunteer does not in fact have authority to act in a particular manner on the association's behalf, the law will nevertheless hold the association liable if third parties reasonably believe that the volunteer had such authority. The law thus requires an association to take reasonable steps to ensure that the scope of its agents' (e.g., officers, directors, and committee members') authority is clear to third parties, and that agents are not able to hold themselves out to third parties as having authority beyond that which has been vested in them by the association — for example, by regulating access to association letterhead stationery.

Antitrust

Associations are subject to strict scrutiny under both federal and state antitrust laws. The Sherman Act, the principal federal antitrust statute, prohibits "contracts, combinations, or conspiracies … in restraint of trade." By their very nature, associations are a "combination" of competitors, so one element of a possible antitrust violation is always present, and only some action by the association that unreasonably restrains trade needs to occur for there to be an antitrust violation. Consequently, associations are common targets of antitrust plaintiffs and prosecutors.

The consequences for violating the antitrust laws can be severe. A conviction can carry stiff fines for the association and its offending leaders, jail sentences for individuals who participated in the violation, and a court order dissolving the association or seriously curtailing its activities. The antitrust laws can be enforced against associations, association members, and the association's employees by both government agencies and private parties (such as competitors and consumers) through treble (triple) damage actions. As the Sherman Act is a criminal conspiracy statute, an executive who attends a meeting at which competitors engage in illegal discussions may be held criminally responsible, even if he or she says nothing at the meeting. The executive's attendance at the meeting may be sufficient to imply acquiescence in the discussion, making him or her liable to as great a penalty as those who actively participated in the illegal agreement.

Common antitrust claims against associations include price-fixing (any explicit or implicit understanding affecting the price of a member's product or service is prohibited, even if the understanding would benefit consumers), group boycotts / concerted refusals to deal, customer allocation or territorial division, bid-rigging, and illegal tying arrangements. Antitrust-sensitive areas of association activity include membership restrictions, standard setting, certification and self-regulation, statistical surveys, and information exchange programs, among others.

To avoid antitrust liability, associations should adopt a formal antitrust compliance program, and this policy should be distributed regularly to all association officers, directors, committee members, and employees. The policy should require, among other conditions, that all association meetings be regularly scheduled — with agendas prepared in advance and reviewed by legal counsel — and that members be prohibited from holding "rump" meetings. Above all else, members should be free to make business decisions based on the dictates of the market — not the dictates of the association. Any deviation from this general principle, such as adoption of a Code of Ethics that infringes on members' ability to make fully independent business decisions, should be approved by legal counsel.

KEY RULES OF ORDER

NAFE Board of Directors
Key Rules of Order

1. *The presiding officer shall rule on all questions pertaining to the NAFE Bylaws, rules of order, and interpretations of parliamentary procedure.*

2. *Individuals who desire to address the NAFE Board of Directors shall approach a microphone and wait to be recognized by the presiding officer. When recognized, the speaker shall give his or her name and affiliation. Each speaker shall address comments to the presiding officer.*

3. *In all cases, the maker of a motion or resolution shall be entitled to speak first. The presiding officer will then ask for those who wish to speak in favor and then those who wish to speak against the motion or resolution to address the board in alternating fashion. This procedure will continue until there are no persons desiring to speak on one side of the question or the other, at which time debate will cease and the issue will be voted on. The presiding officer may impose a reasonable time limit per speaker if circumstances warrant. The presiding office may also rule a speaker's comments to be redundant to those of prior speaker(s) and ask the current speaker to be seated.*

4. *A Consent Agenda may be presented to the board members for adoption without debate. Upon request of a single member, any item may be removed from the Consent Agenda for separate consideration and action by the NAFE Board of Directors as an item on the Main Agenda.*

5. *An affirmative vote of two thirds of votes cast by the NAFE Board of Directors present and eligible shall be required to adopt amendments to the NAFE Bylaws.*

6. *Motions proposed by committees, task forces, and the NAFE Board of Directors prior to the start of the Board Meeting do not need a second. These motions will be included in the meeting agenda. A motion proposed by a member does require a second.*

7. *Should any member have an emergency that requires early departure from the NAFE Board of Directors meeting, the member shall notify the NAFE Secretary.*

PARLIMENTARY PROCEDURE

NATIONAL
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NAFE Board of Directors
Parliamentary Procedure Primer

Parliamentary procedure supports the efficient, fair, and orderly conduct of meetings. When used correctly, it helps meetings run smoothly, ensures all voices are heard, and enables clear decision-making. This primer provides general guidance for using parliamentary procedure during a NAFE Board of Directors meeting.

What Is Parliamentary Procedure?

Parliamentary procedure is a structured set of rules that governs how meetings are conducted. These rules ensure orderly discussion, equal participation, clear decision-making, and reduced confusion.

Parliamentary procedure originated in early English Parliaments and was brought to America by early settlers. In 1876, Henry M. Robert codified these practices in *Robert's Rules of Order*. *Robert's Rules of Order Newly Revised* is now widely used by professional associations and serves as the primary reference for presiding officers.

Why Is Parliamentary Procedure Important?

Parliamentary procedure is essential because it:

- Promotes democratic decision-making and fairness
- Protects the rights of all participants
- Has been tested and refined over time
- Is adaptable to organizations of any size

How Is Parliamentary Procedure Used?

Parliamentary procedure is applied throughout meeting planning and execution, including preparing and following an agenda, establishing a quorum (the minimum number of members required to conduct business legally), and making, debating, and voting on motions.

Motions

A motion is a formal proposal that the Board take a position or action. Motions follow a structured process: they are made, seconded, debated, and voted upon.

Types of Motions

Main Motions
Main motions introduce business for the Board's consideration. Only one main motion may be considered at a time. Main motions yield to privileged, subsidiary, and incidental motions.

Example:
"I move that the NAFE Board of Directors approve the proposed NAFE Professional Policy."

Subsidiary Motions
Subsidiary motions (commonly amendments) modify a main motion or affect how it is handled. Amendments must relate directly to the main motion.

Example:
"I move that the proposed NAFE Professional Policy be amended by striking the word 'the' in the first sentence and replacing it with 'a.'"

Privileged Motions
Privileged motions address urgent matters unrelated to pending business.

Example:
"I move that the NAFE Board of Directors adjourn."

Incidental Motions
Incidental motions address procedural questions arising from other motions and must be resolved before returning to the pending motion.

Example:
"I move to suspend the rules for the purpose of…"

When Is a Motion "In Order"?

A motion is considered in order if it relates to current business, is made at the appropriate time, and is not frivolous, obstructive, or in conflict with the NAFE Bylaws.

Most motions require a second, meaning another Board member agrees the motion should be considered. This prevents time being spent on matters supported by only one member.

Substitute Motions

A Substitute Motion replaces a main motion entirely. The Board temporarily considers two competing motions, may amend either, and then votes on which motion will proceed. The selected motion is then debated and voted upon.

Example scenario:
A motion is made to repaint a barn red within 30 days. A substitute motion proposes

repainting the barn blue within 90 days. Amendments adjust both timelines to 60 days. The Board votes on which amended motion to consider, then votes on the selected motion.

Debate and Voting Thresholds

Most motions are open to free and open debate, though some privileged and incidental motions are not debatable. Most motions require a simple majority vote. Motions affecting Board or member rights typically require a two-thirds vote.

A motion to reconsider allows a previously decided motion to be revisited and must be made by a member who voted on the prevailing side.

Methods of Voting

The Board may vote by voice, by show of voting signs, by roll call, by ballot, or by general consent.

Voice votes are the most common. Members vote "aye" or "no," and the presiding officer determines the outcome. Any member may request a count.

A show of voting signs involves raising voting cards and tallying weighted votes, often to clarify a voice vote.

Roll call voting records each member's vote individually and is used when a record is required.

Ballot voting allows for secrecy, either on paper or electronically.

General consent may be used when opposition is unlikely. If any member objects, another voting method must be used.

Members may abstain from voting. Abstentions are not counted as votes cast; approval is based on the number of affirmative votes.

Common Procedural Motions

A motion to table temporarily sets aside a motion to address urgent business. The motion may be taken from the table before adjournment.

A motion to postpone indefinitely disposes of a motion without a direct vote for or against it and is often used when a motion is poorly framed.

Parliamentary Procedure Summary

1. A motion must be on the floor before discussion begins.

2. The presiding officer restates the motion and asks for a second. If there is no second, the motion fails.
3. The presiding officer invites discussion, beginning with the motion's maker.
4. Members are recognized to speak, alternating for and against the motion.
5. Discussion must remain relevant to the motion.
6. When discussion ends, the presiding officer restates the motion.
7. A vote is taken and the motion passes or fails.
8. Amendments should be addressed before voting on the main motion.

Handling substitute motions:

- Main motion introduced and discussed
- Substitute motion introduced and discussed
- Both motions may be amended
- Vote to determine which motion proceeds
- Vote on the surviving motion

MISSION STATEMENT

NATIONAL ACADEMY OF FORENSIC ENGINEERS

Mission of NAFE

- Serving the public by advancing the ethical and professional practice of forensic engineering;
- Serving the jurisprudential system by certifying individuals having achieved expertise in forensic engineering;
- Serving Academy members and furthering the development of forensic engineers through education and the publication of peer-reviewed technical literature.

Objectives

The Objectives of NAFE are set forth in Article II of our Articles of Incorporation. These are:

a) To serve the public by advancing the skill and art of engineering analysis, investigation, consultation, and expert testimony in judicial and administrative proceedings which involve the use of engineering evidence, or the rendering of opinions based on engineering knowledge or judgment.
b) To establish criteria for and further the education of forensic engineers through formal studies, seminars, and publication of literature on the subject.
c) To engage in research and the publication of papers, books, and articles on the art and science of forensic engineering.
d) To elevate standards and the ethical concepts governing the practice of forensic engineering.
e) To cooperate with and assist other professions and organizations engaged in the administration of justice and resolution of disputes.
f) To certify individuals having acceptable experience in Forensic Engineering.

MEETING AGENDA

NATIONAL ACADEMY OF FORENSIC ENGINEERS

NAFE Board of Directors Meeting Agenda
Friday, January 16, 2026

8:00 AM – 8:15 AM, Board Welcome and Orientation
8:15 AM – 10:30 AM, Board Meeting

I. CALL TO ORDER
II. ROLL CALL AND CONFIRMATION OF VIRTUAL ATTENDANCE
III. BOARD WELCOME – Michael Aitken, Board President, NAFE
IV. BOARD ORIENTATION – Amanda Hendley, Executive Director
V. APPROVAL OF THE AGENDA
VI. CONSENT AGENDA
    A. Minutes:
        1. NAFE Board of Directors Meeting - January 17, 2025
        2. NAFE General Membership Meeting - January 18, 2025
        3. NAFE Board of Directors Meeting - July 11, 2025
        4. NAFE Board of Directors Meeting - August 15, 2025
    B. Committee Reports:
        1. Admissions – Marking
        2. Audit - Marking
        3. Bylaws and Articles of Incorporation – Gordon
        4. Conference - Couture
        5. Continuing Professional Development – Leane
        6. Education - Alvi
        7. Ethics - Suddler
        8. Finance – Couture
        9. Inspector of Elections - Ray
        10. Insurance – Wiers
        11. IT Committee – Maifeld
        12. Legislative - Marking
        13. Long-Range Planning – Railsback
        14. Membership – Marking
        15. NAFE1 – Stichter
        16. Nominating – Pietropaolo
        17. Public Relations and Advertising – Rice
        18. Publications and Online Learning – Kemper
    C. MOTION TO APPROVE: Consent Agenda
VII. DISCUSSION ON ANY ITEMS REMOVED FROM CONSENT AGENDA BY BOARD MEMBERS
VIII. MAIN AGENDA
    A. Officer Reports

NAFE Board of Directors Meeting Agenda
Friday, January 16, 2026

1. Executive Director – Hendley
2. Secretary – Ray
3. Treasurer – Wiers
4. President – Aitken

B. MOTION TO APPROVE: O icer Reports

1. Strategic Planning
   a. MOTION TO DISCUSS: Strategic Planning and Strategic Focus Areas - Hendley
2. Membership
   a. MOTION TO DISCUSS: Membership Audit Letter – Aitken
3. President
   a. MOTION TO DISCUSS: Nominating for NSPE Fellow - Aitken
4. Treasurer
   a. MOTION TO DISCUSS: Resolution to Remove and add Signatories – Wiers
5. Nominating
   a. MOTION TO DISCUSS: Vice President Nomination – Pietropaolo
6. NAFE1
   a. MOTION TO DISCUSS: NAFE1 Rule Enforcement - Stichter

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Parliamentary Procedure at a Glance

The following is a handy table for use at NAFE Board of Directors Meetings

Parliamentary Procedure At A Glance		***Here are some motions you might make, how to make them, and what to expect of the rules.***					
To Do This:	***You Say This:***	***May You Interrupt the Speaker?***	***Do You Need a Second?***	***Is It Debatable?***	***Can It Be Amended?***	***What Vote is Needed?***	***Can It Be Reconsidered?***
ADJOURN MEETING	"I move to adjourn."	NO	YES	NO	NO	MAJORITY	NO
CALL AN INTERMISSION	"I move to recess for…"	NO	YES	NO[1]	YES	MAJORITY	NO
COMPLAIN ABOUT HEAT, NOISE, ETC.	"I rise to a question of privilege."	YES	NO	NO	NO	NO VOTE	NO
TEMPORARILY SUSPEND CONSIDERATION OFAN ISSUE	"I move to lay the motion on the table."	NO	YES	NO	NO	MAJORITY	NO[2]
END DEBATE AND AMENDMENTS	"I move the previous question."	NO	YES	NO	NO	2/3	YES[3]
POSTPONE DISCUSSION FOR A CERTAIN TIME	"I move to postpone the discussion until…"	NO	YES	YES	YES	MAJORITY	YES
GIVE CLOSER STUDY OF SOMETHING	"I move to refer the matter to committee."	NO	YES	YES	YES	MAJORITY	YES[4]
AMEND A MOTION	"I move to amend the motion by…"	NO	YES	YES[5]	YES	MAJORITY	YES
INTRODUCE BUSINESS	"I move that…"	NO	YES	YES	YES	MAJORITY	YES
THE MOTIONS LISTED ABOVE ARE IN ORDER OF PRECEDENCE… BELOW, THERE IS NO ORDER…							
PROTEST BREACH OF RULES OR CONDUCT	"I rise to a point of order."	YES	NO	NO	NO	NO VOTE[6]	NO
VOTE ON A RULING OF THE CHAIR	"I appeal from the chair's decision."	YES	YES	YES	NO	MAJORITY	YES
SUSPEND RULES TEMPORARILY	"I move to suspend the rules so that…"	NO	YES	NO	NO	2/3	NO
AVOID CONSIDERING AN IMPROPER MATTER	"I object to consideration of this motion."	YES	NO	NO	NO	2/3[7]	YES[2]
VERIFY A VOICE VOITE BY HAVING MEMBERS STAND	"I call for a division," or "Division!"	YES	NO	NO	NO	NO VOTE	NO
REQUEST INFORMATION	"Point of information…"	YES	NO	NO	NO	NO VOTE	NO
TAKE UP A MATTER PREVIOUSLY TABLED	"I move to take from the table…"	NO	YES	NO	NO	MAJORITY	NO
RECONSIDER A HASTY ACTION	"I move to reconsider the vote on…"	YES[8]	YES	YES[9]	NO	MAJORITY	NO

NOTES:

[1] Unless moved when no question is pending.
[2] Affirmative votes may not be reconsidered.
[3] Unless vote on question has begun.
[4] Unless the committee has already taken up the subject.
[5] Unless the motion to be amended is not debatable.
[6] Unless the chair submits to the Board for decision.
[7] A 2/3 vote in negative is needed to prevent consideration of the main motion.
[8] Only if the speaker has the floor but has not actually begun to speak.
[9] Unless the motion to be reconsidered is not debatable.

PAST MEETING MINUTES

NATIONAL
ACADEMY OF
FORENSIC
ENGINEERS

MINUTES OF BOARD OF DIRECTORS
WINTER 2025 MEETING IN SANTA FE, NEW MEXICO
(1/17/2025)

8:30 AM - 9:00 AM, Board Welcome and Orientation

9:00 AM -10:45 AM, Board Meeting

CALL TO ORDER

BOARD WELCOME - Steve Pietropaolo, Board President, NAFE at 8:35am

ROLL CALL AND CONFIRMATION OF VIRTUAL ATTENDANCE

A quorum of the Board was present.

Board Members in attendance:

Steve Pietropaolo, PE (President)
Michael Aitken, PE, DFE (President Elect)
Tonja Koob Marking, PhD, PE DFE D.WRE (Senior Vice President)
Dan Couture, PEng, DFE (Vice President)
Bruce Wiers, PE, DFE (Treasurer)
James Drebelbis, AIA PE, DFE (Secretary)
Ben Railsback, PE (Director at Large)
Robert Peruzzi, PhD, PE, DFE (Director at Large)
Joe Leane, PE, DFE (Past President)
Liberty Janson, PE, DFE (Past President)
Jim Petersen, PE, DFE (Past President)
Marty Gordon PE (Past President)

Also in Attendance

Brian Malm, PE, FNSPE, Pres. NSPE
Bart Kemper
Amenda Hendley (Executive Director)
Mitch Maifeld
Zohaib Alvi
David Icove
Gina Bumshteyn
Ben Irwin
Paul D Tucker
David Roberts
Charles Williams
Colby Baker
Shawn Ray
Geoff Jillson
Johan Rasty
Peter Anderson
Jonathan Milton
Mike Plick
Curtis Falany
Mike Sticher
Raul Fernandez
David Kohm

By zoom

Maurine Davis
Michael Spensiere
Larry Nelson
Martin Tim
Robert Lewis
Eugene Chang
Michael Kravitz
Ellen Parson

BOARD ORIENTATION –

by Amanda Hendley, Executive Director:

NAFE Mission
Legal duties of the individual board members
Duties and powers of the Board

APPROVAL OF THE AGENDA

Motion to Accept the Agenda by Michael Aitken, Seconded Joe Leane (Unanimous) CARRIED

CONSENT AGENDA

Minutes:

NAFE Board of Directors Meeting dated January 9, 2024
NAFE Membership Meeting dated January 19, 2024
NAFE Board of Directors Meetings dated June 17, 2024
NAFE Board of Directors Meeting dated July 19, 2024

Committee Reports:

Admissions - Aitken
Continuing Professional Development - Leane
Contract Documents - Couture
Education - Alvi
Ethics - Sudler
Inspector of Elections and Audit - Kravitz
Insurance - Couture
Legislative - Aitken
Long-Range Planning – Janson
Membership - Janson
NAFE1 - Peruzzi
Nominating- Leane
Public Relations - Rice
Publications and Technical Review - Kemper
Strategic Planning – Leane
IT Committee - Leshner
Discipline Specific
- Accident Reconstruction - Railsback
- Biomechanical and Biomedical - Lee
- Civil-Structural - Storensund
- Fire Investigation - leave
- Marine - Certuse
- Products Liability- Metzler

MOTION TO APPROVE: Consent Agenda by Robert Peruzzi, Second Daniel Couture (Unanimous) CARRIED

DISCUSSION ON ANY ITEMS REMOVED FROM CONSENT AGENDA BY BOARD MEMBERS

Bylaws and Articles of Incorporation – Bruce Wiers - the committee needs information re IntPE to propose revisions to bylaws.

Conference Coordinator –Couture - Conference attendance 85 persons Saturday and 75 Sunday

Finance – Marking – The finance committee is updating budget based on past growth. However the planning is experiencing lingering effects from attendance during COVID. The budget should be revamped by end of the 1st Quarter with the budget to reflect strategic plan and project the budget going forward

Journal – Ellen Parson - there are program changes to presentations due to cancellations

MAIN AGENDA

Officer Reports

Executive Director – Hendley working on next conference, strategic plan, budget.
Secretary- Drebelbis
Treasurer – Wiers – the cash is positive and showing $28K more this year
President – Pietropaolo - Bart Kemper is stepping down as Journal Editor, Dave Icove will be new Editor

MOTION TO APPROVE: Officer Reports Michael Aitken, Second Joe Leane (Unanimous) CARRIED

Fellowship Application

MOTION TO APPROVE: the NAFE Fellow membership application for Clarence "Bart" Kemper-Aitken by Robert Perruzi, Second Joe Leane (11 For 1 abstention Joe Leane) CARRIED

Strategic Plan

Amanda Hendley presented the updated Strategic Plan including the addition of Key Performance Indicators (KPI) under each existing Pillar defining general goals and recommended actions. In addition, the committee added a fourth Pillar to address the operational functions of the Academy: Operational Excellence and Financial Resiliency

DISCUSSION: Relative to growth of membership. Does a need exist to have separate designations for DFE and iDFE because individuals holding an IntPE are members of Engineering Orgs and not NSPE. Sam Sudler investigated this issue and doesn't think belonging to an international engineering organization disqualifies individuals for potential membership. The goal should be to simplify the membership process, creating a separate iDFE complicates the membership process.

MOTION TO APPROVE: the Strategic Plan as currently defined. Motion by Liberty Janson/Second Michael Aitken

PROPOSED AMENDMENT by Liberty Janson to Motion to remove "*including a potential iDFE credential*." where it occurs the Strategic Plan

DISCUSSION: Liberty Janson, PE questioned the apparent creation of a new membership level or separate certification. This is in conflict with the direction the Board chose to proceed in July 2024 which documents the process by which an international member may become a DFE in compliance with the existing Board Certification Process.

Further discussion on the potential types of international members which may or currently do exist and how they fit within the existing membership structure.

MOTION by Liberty Janson Second Daniel Couture, (9 For, 3 Nay) CARRIED

PROPOSED AMENDMENT by Liberty Janson to eliminate the word “one” where it occurs in references to soft skills

DISCUSSSION: Liberty Janson, PE questioned why the Academy would set such a limited and narrow goal for soft skill presentations and the general forensic education when this represents half of our mission statement and half of the historic format of our conferences.

Michael Aitken expressed concerns that setting a specific number may present logistical challenges and are unnecessary given the previously stated larger goals and mission statement of the Academy. The Board and members in attendance generally communicated agreement with this concern. The motion makers agreed to modify the amendment to address this concern.

MOTION by Liberty Janson Second Tonja Koob Marking (Unanimous) CARRIED

Vote on Strategic Plan with Amendments (Unanimous) CARRIED

Other Discussion regarding NAFE relations with NSPE

DISCUSSION: Effort is needed for improvement of relationship with NSPE. Affiliation with NSPE strengthens credibility of NAFE. The function of NSPE for NAFE needs to be established and made more relevant. (Tabled)

Ms. Janson raised the specific issue of NSPE’s continued refusal to allow NAFE to utilize the existing infrastructure related remote education platforms and reoccurring forensic content which completely ignores NAFE and our members. Mr. Malm was surprised to learn of these previous decisions and indicated he would review the policy.

Open discussion with NSPE to include NAFE in discussions regarding forensic engineering.

ADJOURNMENT

MOTION by Steve Pietropaolo, Second Michael Aitken (Unanimous) CARRIED

Respectfully Submitted,

James R. Drebelbis, AIA, P.E.
NAFE secretary

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MINUTES OF GENERAL MEMBERSHIP
THE ACADEMY OF FORENSIC ENGINEERS
2025 WINTER MEETING IN SANTA FE, NM
[1/18/2025]

The general membership meeting was called to order at 12:00 P.M. by President Steve Pietropaolo

President Pietropaolo provided information and an update on the business of the Academy, including past and future events, budget and finance, and the strategic plan. President Pietropaolo announced that Bart Kemper membership was upgraded to Fellow status. The location of the 2025 Summer conference will be held in Ottawa, Ontario, CA.

1. Presentation by NAFE Executive Secretary Amanda Hendley
    a. The NAFE Board of Directors held their 2025 Winter Board of Directors Meeting on 1/17/2025 during which the Board addressed
        i. The current version of the Strategic Plan with amendments
        ii. The expansion of membership into NAFE to include engineers who hold international professional engineering licenses
        iii. The objective of strengthening the relationship between NAFE and NSPE
2. Installation of the 202_ Board of Directors
    a. Liberty Janson introduced the 2025 NAFE Board of Directors
        i. President Michael Aitken
        ii. President Elect Tonja Koob Marking
        iii. First Vice President Daniel Couture
        iv. Vice President Ben Railsback
        v. Treasurer Bruce Wiers
        vi. Secretary Shawn Ray
        vii. Director at Large Greg Boso
        viii. Director at Large Paul Tucker
    b. Liberty Janson administered the Oath of Office to the NAFE Board of Directors
    c. Liberty Janson administered the Commitment of the Members to Support the NAFE Board of Directors
3. Passing of the gavel from outgoing President Pietropaolo to the 2025 President Michael Aitken
4. Closing Comments by 2025 President Michael Aitken
5. Adjournment at 12:30 P.M. MST

Respectfully submitted,

James R. Drebelbis, AIA, P.E.
NAFE Secretary

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MINUTES OF BOARD OF DIRECTORS
WINTER 2025 MEETING IN SANTA FE, NEW MEXICO
(7/11/2025)

8:30 AM - 9:00 AM, Board Welcome and Orientation

9:00 AM -10:45 AM, Board Meeting

I. CALL TO ORDER

A. BOARD WELCOME – Micheal Aitken, Board President, NAFE at 8:37am

B. ROLL CALL AND CONFIRMATION OF VIRTUAL ATTENDANCE

A quorum of the Board was present.

Board Members in attendance:

Michael Aitken, PE, DFE (President)
Tonja Koob Marking, PhD, PE DFE D.WRE (President Elect)
Dan Couture, PEng, DFE (Senior Vice President)
Ben Railsback, PE, DFE (Vice President)
Bruce Wiers, PE, DFE (Treasurer)
Shawn Raty PE, DFE (Secretary)
- (absent) Paul Tucker, SE, PE (Director at Large)

Greg Bozo, PE, DFE (Director at Large)
Steve Pietropaolo, PE (Past President)
Joe Leane, PE, DFE (Past President)
- (absent) Sam Sudler, PE, DFE (Past President)

Also in Attendance

Amenda Hendley (Executive Director)
Mitch Maifeld
John Judilla
John John Judilla
Masud Khan
Robert Peruzzi
Jason Van Doneen
Medhat Abskharain
Luke Mirucci
Raul Fernandez
Mike Stickler
Christopher T

Lori Cox
Chad Ballard

By zoom

Chakradhar Gondi
Derek Nolen
Ellen Parsons
Mark Webster
Tim Murphy
Jim Peterson
Kevin Houser
Michael Flick
Yondi Interian
Ellen Parson

II. BOARD ORIENTATION –

by Amanda Hendley, Executive Director:

1. NAFE Mission
2. Legal duties of the individual board members

   Roberts Rules - procedures

3. Duties and powers of the Board

III. APPROVAL OF THE AGENDA

Motion to Accept the Agenda by Joe Leame, Seconded Greg Boso (Unanimous) CARRIED

IV. CONSENT AGENDA

NAFE Board of Directors Meeting Agenda
Friday, July 11, 2025
https://us06web.zoom.us/meeting/register/MvxtYFXiSwammHoSwH3JPA
8:30 AM – 9:00 AM, Board Welcome and Orientation
9:00 AM – 10:45 AM, Board Meeting
11:00 AM - 12:15 PM, ASTM Committee E58 on Forensic Engineering Meeting

1) CALL TO ORDER
2) ROLL CALL AND CONFIRMATION OF VIRTUAL ATTENDANCE
3) BOARD WELCOME – Michael Aitken, Board President, NAFE
4) BOARD ORIENTATION – Amanda Hendley, Executive Director

5) APPROVAL OF THE AGENDA
6) CONSENT AGENDA
   a) Minutes:
      i) NAFE Board of Directors Meeting dated June 17, 2024
      ii) NAFE Board of Directors Meeting dated July 19, 2024
      iii) NAFE Board of Directors Meeting dated January 17, 2025
      iv) NAFE General Membership Meeting dated January 18, 2025

   b) Committee Reports:
      i) Admissions – Marking (Page 42)
      ii) Bylaws and Articles of Incorporation – Gordon
      iii) Conference Coordinator - Couture
      iv) Continuing Professional Development – Leane (Page 47)
      v) Contract Documents – Bowman (Page 50)
      vi) Education - Alvi
      vii) Ethics - Gailor
      viii) Finance – Marking (Page 54)
      ix) Inspector of Elections and Audit - Drebelbis
      x) Insurance – Couture (Page 58)
      xi) Legislative - Aitken
      xii) Long-Range Planning – Murphy (Page 61)
      xiii) Membership – Couture (Page 63)
      xiv) NAFE1 – Stichter
      xv) Nominating – Pietropaolo (Page 66)
      xvi) Public Relations –Peake
      xvii) Publications and Technical Review – Icove (Page 69)
      xviii) IT Committee – Maifeld (Page 71)
      xix) Discipline Specific
         (1) Accident Reconstruction - Railsback
         (2) Biomechanical and Biomedical - Lee
         (3) Civil-Structural - Storensund
         (4) Fire Investigation - Icove
         (5) Marine – Certuse
         (6) Products Liability – Metzler
   c) MOTION TO APPROVE: Consent Agenda

7)
8) MAIN AGENDA
   a) Officer Reports
      i) Executive Director – Hendley (Page 80)
      ii) Secretary – Ray (Page 82)
      iii) Treasurer – Wiers (Page 84)
      iv) President – Aitken (Page 98)
         1. Explanation of NSPE membership requirement & "Members in good standing"
         2. Discussion of verification and attest to status.
      v) MOTION TO APPROVE: Officer Reports (Unanimous)

   b) MOTION – To approve a letter to non-complaint members to become complaint
      Motion – by Greg Boso – Tanya Koob (2nd) – (unanimous)
   c) DISCUSSION ON ANY ITEMS REMOVED FROM CONSENT AGENDA BY BOARD MEMBERS
      (1) CPD – previously discussed as part of President's report
      (2) Meeting Minutes 01/2025 - corrected
      (3) IT Report – discussion to improve "help requests" and applications ref's
         (i) Discussion of NAFE1 inconsistency? Or need for updated status?
         (ii) Explanation / discussion of "NAFE.org" and Help@NAFE.org structure
         (iii) Responsive to requests – likely resolve issues
      MOTION – To approve IT Committee report
         By Joe Leane, 2nd Bruce Wiers – (Unanimous)
      (4) Conference Committee
         (i) DISCUSS: Conference Winter 2025 Feedback, Summer 2025 (Page 109+)
         (ii) Next Conference – New Orleans, LA - Jan 14, 2026, to Jan 18, 2026
      MOTION – To approve conference by Joe Leane, 2nd Greg Boso, (Unanimous)
      (5) Summer 2026 (July 14-19)
      MOTION – To approve Short list
      By Steve Pietropaolo, 2nd Greg Boso – (Unanimous)

d) Recommendation for NAFE. Ebooks and "print on demand" physical books
   Discussion was favorable, request proposal.

e) Old Business

f) New Business

ADJOURNMENT

MOTION to Adjourn 10:27 am (Unanimous) CARRIED

Respectfully Submitted,

Shawn Ray, P.E.
NAFE secretary

NATIONAL ACADEMY OF FORENSIC ENGINEERS

1266 W Paces Ferry Rd NW # 141 Atlanta, Georgia 30303

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NAFE Board of Directors Meeting Agenda
Friday, August 15, 2025
11:00 AM - 12:15 PM ET
https://us06web.zoom.us/meeting/register/MvxtYFXiSwammHoSwH3JPA

1) CALL TO ORDER
   (a) 11:05 am 08/15/25
2) ROLL CALL AND CONFIRMATION OF VIRTUAL ATTENDANCE
3) BOARD WELCOME – Michael Aitken, Board President, NAFE
4) APPROVAL OF THE AGENDA – Michael Aitken, Board President, NAFE
   (a) Moved, 2nd & approved = Unanimous
5) MAIN AGENDA
   (a) Audit and CPDs and Non-renewals – Joseph Leane
      1. On-going 10% audit to verify future compliance
      2. Letter to delinquent member regarding NSPE membership
         a. Motion, 2nd to approved = Unanimous
      3. CPD's – automated email to delinquent members
         a. J. Leane update status – had contact with members and responses
   (b) MOTION TO APPROVE: Location of Summer 2026 Conference – Amanda Hendley
      1. DoubleTree by Hilton – Portland, ME
      2. Contract in final negotiations
      3. Motion, 2nd = Unanimous
   (c) MOTION TO DISCUSS: Presidential Award Recipient 2026 – Michael Aitken
      1. Insite, ideas, recommendations requested.
      2. NSPE Fellow nomination recommendations – NAFE member
   (d) MOTION TO APPROVE: 2025-2026 Committees – Michael Aitken
      1. Discussion of committee chair and members – new involvement
      2. Adhoc- Special Committee to be assigned - Conference Committee
         a. Currently a sub-category of Educational Committee
         b. Motion, 2nd, = Unanimous
   (e) Summer Conference Update
      (i) Recap – successful, good feedback, financially OK, still finalizing $
   (f) MOTION TO DISCUSS: Ethics Violations – Michael Aitken
      1. NAFE1 Post with complaints
      2. Motion, 2nd to ask Ethics Committee to review the Post and responses. = Unanimous, + (1) abstention
      3. Discussion of NAFE1 response – post
   (g) Engineer Intimidation and Complaints – Steve Pietropaolo

1. HAAG & LGi – seeing a trend or increase in complaints against engineers by PA as a tactic for disputing engineering report.

6) ADJOURNMENT 12:15 pm

ADMISSIONS

NATIONAL ACADEMY OF FORENSIC ENGINEERS

January 3, 2026

National Academy of Forensic Engineers

Admissions Committee Report

The Admissions Committee has not formally met, however, membership applications continue to be processed and approved in a timely manner. Coordination with staff has made the online application, review, and approval processes easy to manage and track.

I suggest NAFE make the following updates to the Admissions application process:

1. Include a fuller description of types of testimony that qualify for different levels of membership as part of the application process description. Currently, the membership matrix header is "Court Room Testimony." While this seems sufficiently descriptive, several times over the past six months, I approved membership at a lower grade than applied for as applicants counted depositions in their total testimony number.
2. The default reference form has the NAFE member grade "Fellow" prefilled for the person providing the reference. This has caused confusion when verifying that a reference is at or above the membership grade of the applicant. The form should have nothing prefilled from the dropdown menu, requiring the reference to select his/her appropriate member grade.

Membership continues to grow. At the previous board meeting, the Admissions Committee reported 484 members. As of January 3, 2026, total membership is 472, a 2.5% decrease for the second half of the reporting year. This decrease may be from members not yet renewing for the 2026 membership year. The membership summary is:

Membership Grade	Count as of January 3, 2026	Count as of July 8, 2025	Difference
Affiliate	98	98	0
Student	5	6	-1
Associate	53	52	1
Member	141	140	1
Senior	121	128	-7
Fellow	52	58	-6
International	2	2	0
Total	472	484	-12

Presently, six applicants have completed the application process but have not yet paid the membership fee. We need to encourage them to submit payment to receive the benefits of NAFE membership. I recommend staff and Admissions Committee members reach out to those applicants again requesting payment. If any chose not to become a member, determining the reasons would benefit NAFE. If payment is not received, those applicants should be moved to incomplete/closed status.

Ten applications are presently in process, with the applicant notified that additional information is needed to further their application review.

Please contact me with questions or concerns.

Thank you,

Tonja Koob Marking, PhD, PE, PEng, DFE, BC.WRE, BC.NE

NAFE President-Elect

AUDIT

NATIONAL ACADEMY OF FORENSIC ENGINEERS

BYLAWS AND ARTICLES OF INCORPORATION

NATIONAL ACADEMY OF FORENSIC ENGINEERS

RIT

Rochester Institute of Technology

Office of the Dean, CET
15 Lomb Memorial Drive
Rochester, NY 14623-5604

December 15, 2025

Ms. Amanda Hendley
Executive Director
National Academy of Forensic Engineers
1266 W Paces Ferry Road #141
Atlanta, GA 30327-2794

Dear Ms. Hendley,

I spoke with Secretary Shawn Ray on December 15, 2025 and he advised me that there have been no motions or other requests to update or add to our Bylaws or Articles of Incorporation Committee since our July 2025 meeting in Ottawa. The committee remains ready to assist upon request.

Sincerely,

PE

Prof. Martin E. Gordon, PE, DFE, F.NSPE, F.NAFE, F.ASEE
Past-President, NAFE (2018)
Professor and Director for External Academic Relations
Rochester Institute of Technology

CONFERENCE

NATIONAL ACADEMY OF FORENSIC ENGINEERS

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Report of the Conference Coordinator January 2026

Dear Board of Directors:

The Conference Coordinator position was developed to assist the Technical Committee and the Education Committee and to provide guidance and support to the Executive Director during the planning and implementation of the Academy's two yearly conferences.

Feedback from Attendees at Ottawa
We rated 4.5 out of 5 for Overall Value at Ottawa, a comparable performance when compared with Santa Fe with better than half of attendees participating and responding to the post-conference survery. We know our communications to members and potential prospects are working, with high interactions from our much improved posts.

PDH availability and Educational Content are again cited evenly as motivating factors (23 to 28%), and Networking Opportunities continue to be important at 21%.

Answering "What was the single best part of the Ottawa event?" attendees cited "Networking Opportunities" and "the collegial atmosphere". We earned top marks for having high-quality educational presentations with engaging technical content on diverse forensic engineering topics.

The Tour of the Royal Canadian Mint establishment, which processes fine metals into coinage, was well attended on Friday afternoon with very high ratings in the survey. Other members and guests availed the tours of the Supreme Court of Canada, which was celebrating its 150th anniversary, and had free tours as well as a Sequicentennial display of artifacts from its beginning to present day. The Supreme Court building was just a 5 min walk north of the Ottawa Marriott conference venue.

Importantly, our First-Timers reacted positively to being made welcome, and ranked our conference very highly. We will continue to listen and improve our offering, and look forward to the day when the content can be disseminated to more interested parties.

Planning and Implementing Activities
Following the success of the Santa Fe January 2025 and Ottawa July 2025 Conferences, as a group we emphasized the value of having an overall theme for conferences, because it allows for better promotion. The Conference Coordinator (undersigned) and the Chair of the Education Committee, Zo Alvi, convened an unofficial planning committee with interested members, and held discussions in meetings in September 2025, developing the theme for Sunday for the New Orleans January 2026 meeting as: "The Experience of Forensic Engineering". The committee identified good candidates to deliver these presentations, and the Education Committee then took charge of inviting those willing to participate.

Canadian members continue to express concerns about the ongoing strained relationship between the Executive Branch in the USA and the ordinary citizens of Canada. The situation is evolving like a roller coster, such that we strongly hope that our conference will be a shining example of how citizens of both countries can share our knowledge peacefully and pleasantly.

The marketing and promotion team perfected their techniques, multiplyling 'reveals' of the speakers, with the message dropping into email boxes as a series of informative pages from NAFE HQ via CiviCRM, and on LinkedIn. For those busy 'buzz-builders', I have to thank our Executive Director Amanda Hendley and Samantha Magouirk.

Tour of the Southeast Lousiana Flood Protection Authority Surge Barrier
A guided tour of this important infrastructure has been arranged for late in the morning of Friday, immediately following the Board of Directors meeting. Be sure to sign up!

Continued ASTM E58 Coordination with Board Meeting
With so many members involved in both ASTM and NAFE, we have continued the strong relationship with coordinatore Kelly Paul of ASTM, such that the ASTM E 58 committee meeting will occur after lunch on Friday. ASTM E58 topics will also be discussed during the Sunday morning roundtable, to allow dove-tailing of important issues in a public forum.

Friday Celebration Dinner News
The Academy continues its tradition for Friday evenings at our conferences, with a networking reception and a dinner to allow people to meet and mingle with the Fellows of the Academy. Our survey let us know that this act of recognizance was appreciated by our core group. We will have the ticketed dinner (per person charge applies) after the open Welcome Reception in New Orleans, when the outgoing President Michael Aitken will address the Academy and guests, and confirm the winner of the President's Award.

Saturday Sessions
As we have previously discussed with the Board, the promotion team have to rely on Sunday to excite our members: -- the Technical Committee has less control over the content, because it depends on the type, discipline and personnel who submit during the call for papers from the Managing Editor, Ellen Parson.

This spring the eight papers and two spares were selected according to procedures outlined in the call. We needed to deploy the spares due to circumstances faced by the authors of two potential presentations. We will witness a range of topics for the technical talks covering body armor, wind damage to shingles, mechanical malfunctions, residential foundations and soil idiosyncracies. As is customary, these talks are all being peer-reviewed by the audience, before they move into the editing and publication stream of the Journal of NAFE.

Sunday Sessions
The education committee will bring the front lines of forensic engineering in front of the audence, and the mental health challenges of our work will be coverd by Lori Cox. We have a presentation on seawal collapse and mitigation, as well as coverage of the ubiquitous water losses from fire events, when investigated using NFPA 921 techniques.

Bart Kemper kindly agreed to compose a panel on the Titan Submarine investigation now that the Marine Board of Inquiry has published its findings, and we can hear about how Members of the Academy participated in important ways to the thoroughness of the multi-disciplinary investigation.

Thanks to all who helped put together a strong Sunday program for the New Orleans conference! We recognize that content is important, because without it we cannot do the promotion to encourage attendance.

Next Conference: Portland, ME in July 2026

Next steps will involve the planning of the Portland conference to be held in July 2026. We are seeking good education educational topics, and I have asked that members get involved with the ad hoc organizing committee if you feel strongly about a topic that needs to be discussed!

Deputy Conference Coordinator is Still Being Sought

As the Conference Coordinator, I've enjoyed helping the Academy flourish by selecting themes, and making sure that the people in the Education Committee and Technical Committee in have the support they need since organizing and running conferences are the major expense and source of funding of the Academy. However, it is time to pass the baton.

We continue to look for someone, wishing to learn and develop these skills, to participate and assume some of these duties in a background role, as I move myself out of the position and take on more responsibilities as President-Elect of the Academy in 2025. As a time commitment, it is roughly twenty hours per year, and you work closely with the Executive Director.

Due to some unexpected circumstances, I will be unable to attend the January 2026 conference in person, but will there in spirit!

Respectfully submitted,

Daniel P. Couture, PEng

Daniel Couture, PEng, DFE, FEC
Senior Vice President 2025
Conference Coordinator

CONTINUING PROFESSIONAL DEVELOPMENT

NATIONAL ACADEMY OF FORENSIC ENGINEERS™

1420 King Street
Alexandria, VA 22314-2794

Tel: 703-684-2845
Fax: 703-836-4875

WWW.NAFE.ORG

January 8, 2026

Memorandum

To: NAFE Board of Directors

From: Joseph Leane, DFE, CPD Committee Chair

Re: Continuing Professional Development (CPD) Committee Report

The CPD Committee shall distribute record keeping forms to the membership within a reasonable time prior to the annual reporting deadline stated in Appendix 2. The CPD Committee shall receive record and analyze CPD data supplied by the membership and advise each member of the results of the analysis within the deadline stated in Appendix 2.

The NAFE Continuing Professional Development (CPD) procedures are described in Appendix 2 of the Bylaws. The member CPD credit submission, analysis and reporting process occurs via the online form. That Appendix requires a Member, a Senior Member, or a Fellow maintain a minimum CPD balance of 100 credits, and an Associate Member maintain a minimum CPD balance of 50 credits, from the previous five years (Items 3 and 4). On or before January 7 of each year, each Associate Member, Member, Senior Member and Fellow shall submit a tally listing the CPD credits earned during the previous year. The Appendix further states members (all the above membership grades) who do not meet the CPD requirements for more than 6 months (and are not excepted) shall be automatically severed from membership status and certification previously attained. However, they may transfer to a non-member, non-certified status (Item 5). Members that are not in compliance with the CPD requirements are identified as not current.

The 2025 CPD credit submission was due January 7, 2025. Members received email notices instructing them to submit the CPD credits prior to the January 7 deadline. As of the deadline, 24 members did not meet the CPD requirements. A reminder email will be sent to those members advising them of their status and encouraging them to submit the credits prior to the expiration of the six-month grace period. As a comparison, this time last year 34 members did not meet the requirements.

Please contact me with any comments or questions. Thank you.

Joseph Leane, P.E., D.F.E.
CPD Committee Chair

EDUCATION

NATIONAL ACADEMY OF FORENSIC ENGINEERS

1420 King Street
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WWW.NAFE.ORG

January 13, 2026

To: To NAFE Board of Directors
From: Zohaib A. Alvi, M.Eng., P.E., ENV-SP, DFE
Re: Education Committee Report

The 2026 Winter Conference Educational Program came together with immense help from Dan Couture and EdCom. The program includes five total presentations, totaling seven hours of education. A three-hour panel discussion on the TITAN submersible is included within those presentations. It is anticipated that this will be well received by the audience. Although some of the presentations slides have not yet been submitted, I am confident that the members and the NAFE team will bring this together for an excellent education session. I have also become a PIE certified evaluator, to remove some of the workload from Martin Gordon, and have been working on evaluating and approving both the Saturday and Sunday sessions for CE credits. I have developed a spreadsheet based on PIE requirements in order to streamline the approval and record keeping process.

Unfortunately, I will not be present at the 2026 Winter conference due to scheduling conflicts, but I am looking forward to the feedback from the presenters and attendees so that NAFE can improve on future offerings.

Sincerely,

NATIONAL ACADEMY OF FORENSIC ENGINEERS

Zohaib A. Alvi, M.Eng., P.E., ENV-SP, DFE

Education Chair

ETHICS

NATIONAL ACADEMY OF FORENSIC ENGINEERS

FINANCE

NATIONAL ACADEMY OF FORENSIC ENGINEERS

NAFE Finance Committee report

Dear Board of Directors,

The Finance Committee has reviewed the Treasurer's Report, and the prior Finance Committee document from July 8, 2025. That report tracks the income and expenses in a table that matches the NAFE's QuickBooks file. The numbers align with those in the Treasurer's Report and we concur that the Membership dues line item needs to be enhanced.

We project that if we can restore the numbers to regain the $100k threshold, the Academy will continue to have a positive operating income in 2026. Well-attended seminars have brought in funds to the coffers, and we need to continue the work on using the members' gathering to sustain and grow the Academy for the benefit of its community. Our projections for 2026 incorporate increases in the expected cost of food at the seminars, but otherwise steady expenses.

The Finance Committee will meet in Spring 2026 to review and tune the projections for the board.

Best,
Daniel P. Couture, M.Sc.(Eng.), P.Eng., ing., DFE, FEC
Designated Consulting Engineer
Metallurgical, Materials and Mechanical Disciplines
Senior Member, National Academy of Forensic Engineers

INSPECTOR OF ELECTIONS

NATIONAL ACADEMY OF FORENSIC ENGINEERS

Inspector of Elections

This committee did not convene during the reporting period, as no new actions or decisions were required. No updates to report at this time.

INSURANCE

1266 W Paces Ferry Road #141
Atlanta, GA 30327-2794
United States

WWW.NAFE.ORG

Dec 18, 2025
To: NAFE BOD
From: Bruce Wiers, NAFE Insurance Committee chair

Subject: Insurance Committee Report

Refer to: Special Committee (Article 10, Section 5; Appendix 1, Section 3) "The Insurance Committee shall investigate and monitor the availability, coverage, and premium cost for liability insurance to satisfy the requirements of Bylaws Article XVII and shall make recommendations to the Board of such insurance coverage. (b) The Committee shall investigate and monitor the availability, coverage, and premium cost to provide Academy members professional liability insurance coverage, specifically with respect to their practice for forensic engineering and shall make recommendations to the Board for their consideration. "
Committee:
Bruce Wiers
Daniel Couture
Ben Railsback
Tonja Marking

The Academy has maintained policies through Intercity Agency since I've been the Treasurer. (2018)

Inter City Agency, Inc.
1983 Marcus Avenue, Suite 100
Lake Success, NY 11042

The academy has a directors and officers policy through Philadelphia Insurance and a Business owners policy through CNA. The policies are paid in full for 2025 in the amount of roughly $2,650.

Regarding the committee assignment part b, the committee advises practicing engineers have E/O coverage. The description above is outdated and should be redacted because "recommending" an insurance broker is fine for NAFE1 but should not be promoted by the Academy leadership.

Respectfully on behalf of the committee,
Bruce Wiers

IT

NATIONAL
ACADEMY OF
FORENSIC
ENGINEERS

1266 W Paces Ferry Rd NW #141
Atlanta, GA 30327

Tel: (770) 268-0802

https://nafe.org

Date: January 16, 2026
Subject: IT Committee Report

Current Status

The Word of the Day on 8 December was zugunruhe[1] (TSOOK-oon-roo-uh) from the German Zug (migration) + Unruhe (restlessness). An example is migratory birds prior to their long, seasonal journey. After 6 years on euler, its term is ending and we are migrating to a new VPS called hopper. Where euler got stuck on older utility software versions, hopper starts out with current software and should not have similar roadblocks. We are in the midst of moving software over one piece at a time. See the diagram at the end of this report for an idea of all the pieces.

Our response time has greatly improved for simple questions from constituents. For this, we thank Samantha Magouirk.

Virtual Private Server

We decided to stay with our current hosting vendor, InMotion Hosting, and again purchase a new package with a three-year period for the lowest monthly rate. The impetus was a major version change of the server operating system, which could have caused extended downtime. Instead, we will enjoy some overlap between new and old to carefully move packages individually. The first is Moodle, our LMS. The new server is named 'hopper' after Rear Admiral Grace Hopper[2] who found the first "bug" in software (an actual moth in relay #70, Panel F), developed COBOL, and earned a PhD in Math and Mathematical Physics from Yale.

Help Desk

Customer service software called FreeScout keeps metrics for us and runs three email mailboxes for: help@nafe.org to assist members, correspondence about each conference via conference@nafe.org and for interested parties (like "pre-sales") to "Discuss with a Member" on discuss@nafe.org.

[1] https://wordsmith.org/words/zugunruhe.html
[2] https://en.wikipedia.org/wiki/Grace_Hopper

This Wallboard at right shows Board members who have outstanding issues with our constituents (these are stats from the last 12 months, as of 9 December 2025). Active issues mean the constituent is waiting for us to respond; Pending issues mean we are waiting for the constituent to respond. Per contract, all “Unassigned” issues are the responsibility of our Executive Director unless and until delegated to a Board member.

By Leader

13	33	527
Active	Pending	Closed

User	Active ↓	Pending	Closed
Michael Aitken	8	1	1
Unassigned	2	0	260
Amanda Hendley	2	9	57
Paul Tucker	1	0	0
Mitch Maifeld	0	0	63
Joe Leane	0	2	13
Daniel Couture	0	8	12
Bruce Wiers	0	0	6
Mike Leshner	0	1	1
Tonja Koob Marking	0	2	0

Date: Last 365 days

Since the last report, we now have half the number of Actives, a quarter of the Pendings, and have Closed half-again more issues compared to the previous period. Same as last summer, our President still has the most Active issues to be addressed.

At the time of this writing, the past 12 months have had 876 conversations with 243 constituents on FreeScout. Our average response time is now down to 22.5 hours and only ¼ of issues take over 2 days – just where it should be.

Similar in status to these help issues, we have 35 membership applications in-process, dating back to 2021: 17 are Open (need checked), 13 Need Info (something needed from applicant), 1 has been approved by Admissions, 4 are Pending Payment, and 1 is ready to be sent a letter[3].

NAFE1 Email Discussion List

GNU Mailman v2 comes free with our server management software and currently handles several dozen messages per month. The email address to use for NAFE1 is: nafe1@nafe.org. In messages on 16 December, the existential purpose of the list was discussed, including whether it should contain only forensic engineering content – or also allow general business practitioner information (with the exception of billing rates). Current moderators are Michael Stichter, Rune Storesund and Bob Peruzzi.

[3] https://www.nafe.org/civicrm/report/instance/56?reset=1

Journal

The NAFE Journal staff will expand upon Journal stats in their own report, but from a server traffic perspective, our Open Journal Systems (OJS) handled in the typical range of 3500-8300 article views during the first months of 2025. Interestingly, there were 21,000 views in October and 34,000 in November – well above our normal. The surge started about 24 October, the peak was around Halloween and it tapered off until Thanksgiving. As usual, this is almost single-handedly driven by "Use of the Repairability Assessment Method for Evaluating Asphalt-Composition Shingle Roof Repairs" by Chad Williams in Vol. 37 No. 1 (2020).

Since starting sales of articles on OJS in November of 2020, we have sold 108 PDFs to non-members (or members who did not/could not take advantage of them being free) at $25 each with 7 of those since the last conference (summer 2025).

Groupware

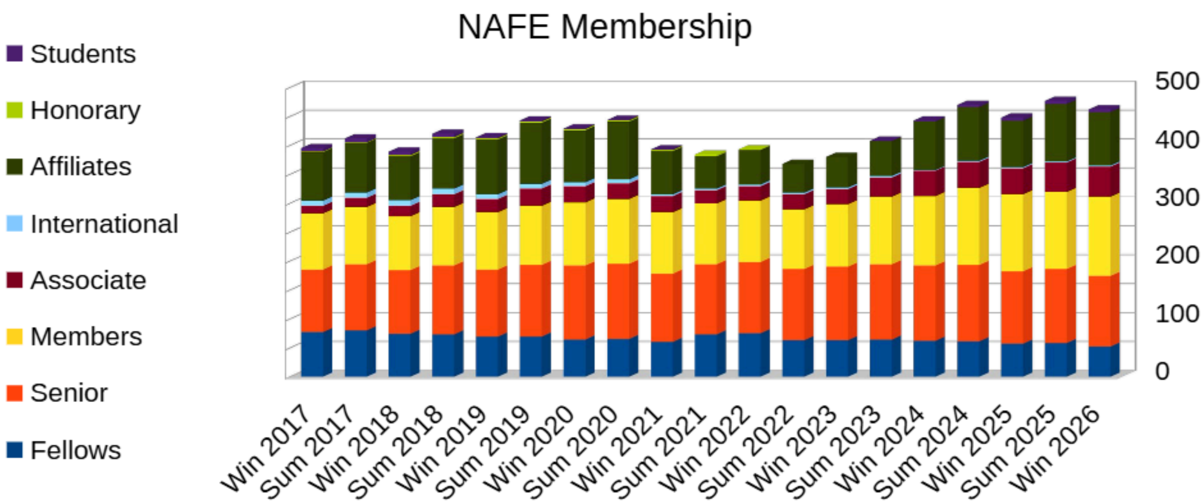
Our groupware solution called Nextcloud is available to our leaders at https://cloud.nafe.org. Most organizations use team collaboration software such as this, and we have put our committee reports, Board books, meeting minutes, bylaws, branding, contracts, and video recordings there. Every committee has its own shared folder, as does every conference. Users also have their own personal folders which can be private, can be shared to other users individually, or can be set up as drop links such as for submission of presentations.

Education

To facilitate NAFE's expansion into online education, we have the domain https://education.nafe.org which runs software called Moodle, a learning management system (LMS). There, we host one free seminar and four paid seminars which cost $35 each, all delivered from our YouTube channel. If we may use one of your presentations for additional content, please contact the education chair at education@nafe.org.

Database

Our overall membership has decreased somewhat since the last conference, but increased YoY. Looking back over the past two years, we appear to be rippling-steady and commensurate with pre-pandemic levels.



	Jan 2026	July 2025	Jan 2025	July 2024	Jan 2024	July 2023	Jan 2023	July 2022	Jan 2022	July 2021	Jan 2021	July 2020	Jan 2020
Fellows	52	58	57	61	62	64	63	63	75	73	60	65	64
Senior	122	128	125	132	130	130	127	123	123	121	118	130	128
Members	137	133	133	133	120	117	108	103	106	105	106	112	109
Associate	52	51	45	45	44	33	26	26	25	23	28	27	28
International	2	2	2	2	1	3	3	3	3	3	3	7	7
Affiliates	92	99	80	93	84	60	53	50	60	56	75	100	90
Honorary	0	0	0	0	0	0	0	0	1	3	2	2	2
Students	5	6	6	4	2	1	0	0	0	0	2	2	1
Life Status	46	44	44	45	43	42	37	26	32	48	30	36	36
Total	**462**	**477**	**448**	**470**	**443**	**408**	**380**	**368**	**393**	**385**	**424**	**481**	**465**

n.b.; The Total just above does not double-count the number in the Life Status[4] row as those members are counted within their base member grade.

Future Work

Building on the work of the last years as outlined above, the IT Committee is exploring these paths forward into the future:

- Migration of packages from euler to hopper
- Ongoing Maintenance
  - managing disk space

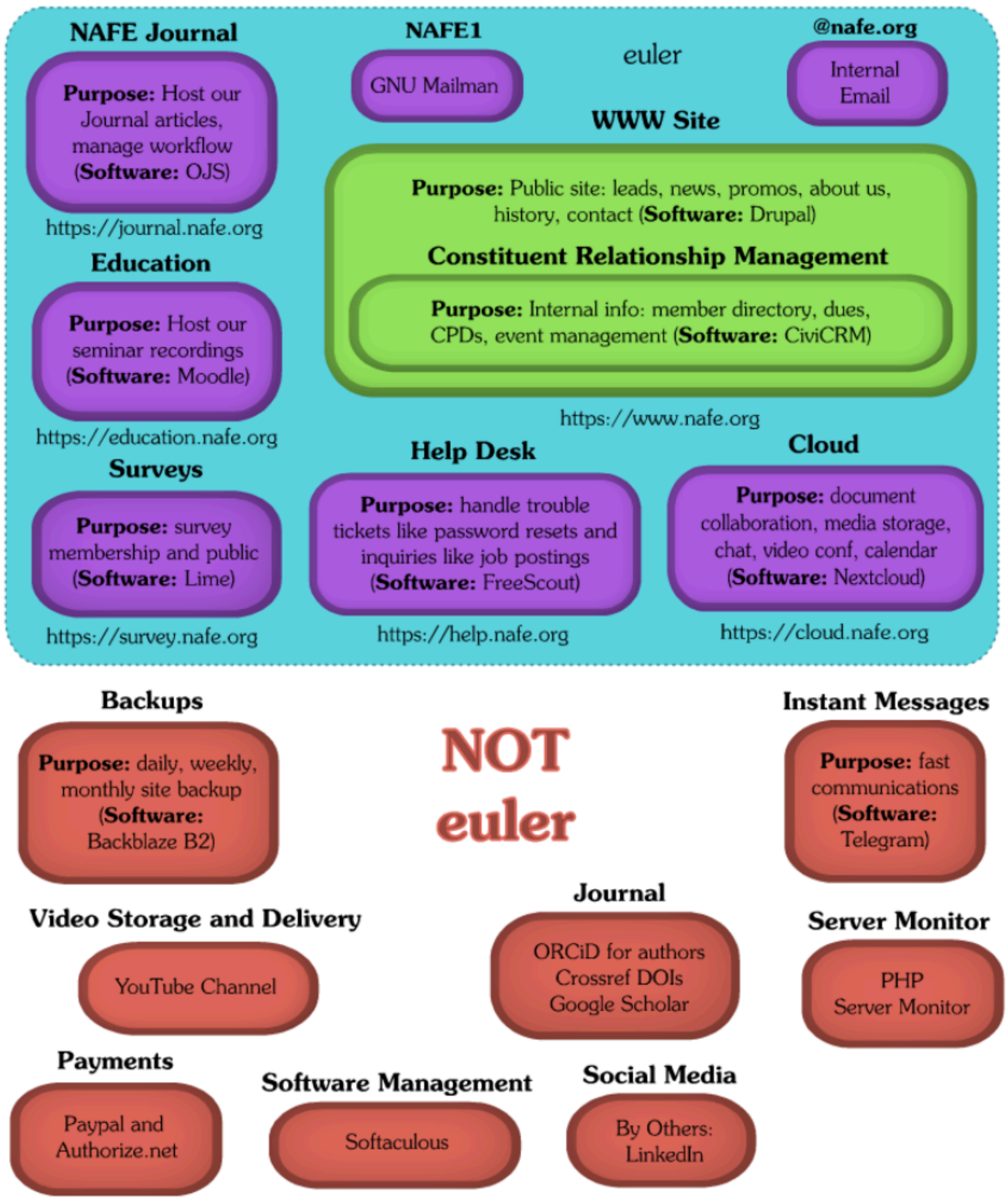
[4] https://nafe.org/civicrm/report/instance/52?force=1&reset=1

- upgrade software packages during migration
- stakeholder support, training, education, and outreach
- optimize mobile experience across platforms: nafe.org, journal.nafe.org
- Constituent Relationship Management (CRM) operations for current and prospective members with CiviCRM
  - member directory search by tags: geography/discipline/subject and profiles/connections for referral/networking using SearchKit and FormBuilder
  - CPDs restructured on dashboard and SearchKit results
  - Membership application reference letters submit via Webform
- Content Management System (CMS) improvements
  - Drupal 9/10 upgrade
  - Theme updates
- Extend and support journal management system (Open Journal Systems)
  - upgrade for Crossref
- Single Sign-On: retain authorization for all member functions (Journal, etc.)
  - OpenLDAP with phpLDAPadmin on identity.nafe.org using keycloak

Respectfully submitted,
Mitch Maifeld, PE
Dr. Michael Stichter, PhD, PE
Michael D. Leshner, PE
Christopher Tjon, PE

Virtual Private Server "euler"

The server is blue and each box is a function where: purple is substantially complete, green is in-progress and red is by others/outside of scope.



LEGISLATIVE

NATIONAL ACADEMY OF FORENSIC ENGINEERS

January 3, 2026

National Academy of Forensic Engineers

Legislative Committee Report

The Legislative Committee has not formally met, however, the discussion within the NSPE Committee on Policy and Advocacy (COPA) on a legislative basis revolves around universal licensure. Several states have been looking at the issue with several making licensure changes that affect licensing of professional engineers. West Virginia has passed a form of the universal licensure legislation but lobbying efforts remain to reduce the substantial equivalence requirements and "to use universal licensing as a bridge to elimination of licensing for professions that have significant education and experience requirements for competent practice." *Thomas, Garth, Jr., PE, WV Board of Professional Engineers President: INTERchange. Vol 21, Fall 2025.*

COPA, NSPE staff has remained engaged in understanding legislation impacts and advising when potentially impactful legislation is lurking in the chambers of the Capitol.

Please contact me with questions or concerns.

Thank you,

Tonja Koob Marking, PhD, PE, PEng, DFE, BC.WRE, BC.NE

NAFE President-Elect

LONG-RANGE PLANNING

NATIONAL
ACADEMY OF
FORENSIC
ENGINEERS

MEMBERSHIP

NATIONAL ACADEMY OF FORENSIC ENGINEERS

Membership Report

Information and updates for NAFE membership is included in the Admissions Report

NOMINATING

NATIONAL
ACADEMY OF
FORENSIC
ENGINEERS

Moved to Items for Discussion

1266 W Paces Ferry Rd NW
Atlanta, GA 30327

Tel: 404-268-0802
Fax: 404-841-6327

December 12, 2025

To the Board of Directors,

In accordance with the NAFE Bylaws and the established nominating procedures, I am submitting this report on behalf of the Nominating Committee.

Greg Boso has been nominate to move from Director-at-Large to Vice President of the Academy. Mr. Boso has confirmed that he accepts the nomination and is willing to serve in this role if elected.

In addition, the Committee notes that a Treasurer nomination will be required for the 2026 officer slate. The Nominating Committee will proceed with identifying and vetting a candidate in accordance with the Bylaws and will report back to the Board as that process advances.

Respectfully submitted,
Steve Pietropaolo, MS, P.E., CFEI, DFE, F.NAFE
Chair, Nominating Committee
National Academy of Forensic Engineers

PUBLIC RELATIONS AND ADVERTISING

NATIONAL ACADEMY OF FORENSIC ENGINEERS

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WWW.NAFE.ORG

January 9, 2026

To: Michael Aitken, PE (President)
From: Richard A. Rice, PE SE CBO (Chair, Public Relations Committee)
Re: Public Relations Committee Report

From the NAFE bylaws regarding the function of the various committees, we have the following regarding the Public Relations committee:

> *(c) The Committee shall strive to promote other efforts to bring the Academy to the attention of those who may utilize the services offered by Academy members, as well as to other interested parties and organizations.*

To gain attention to NAFE from all sectors of our profession, several bylaw committee members, other NAFE members, and our Executive Director Amanda Hendley have been promoting NAFE on LinkedIn. The LinkedIn analytics for the NAFE page for the past year have shown increases in the amount of attention NAFE is getting.

- 27,516 visits in 2025.
- 1,116 page views (down from 1,725) in 2025
- A total of 1,380 followers of the NAFE LinkedIn page. There are 226 new followers of the NAFE LinkedIn page in 2025.

Over the past year, there appears to be an uptick of follows to the NAFE LinkedIn site. Attorneys routinely ask our membership about forensic engineering assignments. Many inquiries go directly to the Executive Director who submits them to the NAFE membership via NAFE1.

The Public Relations committee will continue to suggest that all members of NAFE promote NAFE through LinkedIn or other means to continue the growth of our academy.

Richard A. Rice, PE SE CBO, Public Relations Committee
CC: Amanda Hendley, Executive Director

PUBLICATIONS AND ONLINE LEARNING

NATIONAL ACADEMY OF FORENSIC ENGINEERS®

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Atlanta, GA 30327

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REPORT OF THE NAFE JOURNAL TO THE BOARD OF DIRECTORS

To: **NAFE Technical Review Committee**
Mid-Year Report on Activities
From: **David J. Icove**
Date: **January 14, 2026**

Background: The *JOURNAL OF THE NATIONAL ACADEMY OF FORENSIC ENGINEERS* is an open-access academic journal published multiple times a year. The Journal's mission aims to provide a platform for NAFE members and affiliates to share peer-reviewed, principled discussions on the application of specific technologies and methods in forensic engineering practice.

Most accepted papers have been presented at NAFE seminars, where authors receive open and honest feedback before undergoing thorough peer review by the editorial team. Articles published in our journal are those of the authors and do not necessarily reflect the views of NAFE or its members.

Publication Status:

- Current Journal Issue: Vol 42, No. 2 has a total of 6 papers
- Pending Journal Issue – The next June 2026 issue, Vol. 43, No. 1 will contain 6 to 12 papers
- Under Review – There are 12 papers in peer review. The New Orleans conference may generate up to 8 additional papers

Journal Visibility: The Journal's visibility and status within the scientific and engineering community continue to increase. This exposure is primarily due to its status as an open-access publication with linkages to ORCID and other scholarly databases such as PUBMED.

Proposed New Policies: Artificial Intelligence (AI) and Conflict-of-Interest policies are under development and reflect the latest standards of care in peer-reviewed journals.

Ongoing Projects: In the past, NAFE published a multivolume set of previously published articles, arranged by major forensic professions (e.g., electrical, structural, mechanical, etc.), and sold them as hardbound books. We have conducted a preliminary review to evaluate their potential distribution as eBooks. We will seek input and guidance from the NAFE Board of Directors on how to make these available, possibly for sale at a nominal handling fee.

EXECUTIVE DIRECTOR

To: NAFE Board of Directors
From: Amanda Hendley, Executive Director
Re: Executive Director Update
Date: January 16, 2026

Dear Michael Aitken and the Members of the Board,

Since our last meeting, my work has focused on carrying out Board direction, improving operational consistency, and preparing the organization for the upcoming leadership transition, conference cycle, and strategic priorities.

Governance

On the governance and operations front, I worked with Tonja Koob Marking and Michael Aitken following the last conference to review, update, and finalize the Committee Assignments document for the 2025–2026 cycle. This work clarified committee scope, leadership roles, and alignment with the bylaws and the Board's strategic focus areas. I also continued organizing and refining core governance materials, including the Governance Primer, parliamentary procedure references, and board orientation resources, to make them easier to use and maintain going forward.

Operations

From an operational standpoint, I created and implemented a policy to reduce open membership applications by requiring aging applications to show forward progress in order to remain active. This change helps keep the process fair, manageable, and current.

In support of strategic and revenue-generating initiatives, I contracted with YourMembership and Momentive to support the launch of a NAFE job board, currently planned for a Q1 rollout.

I also negotiated and finalized a conference sponsorship agreement that aligns with our expectations regarding sponsor presence. While modest in size, it reflects important forward progress toward diversifying NAFE's revenue sources.

Conference

Conference planning remains an active area of work. I began early planning for the Summer Conference, including the development of updated guidelines related to registration transfers to improve consistency and administrative clarity. I also completed post-conference follow-up work from the most recent event to identify lessons learned and operational improvements that can be applied to future conferences.

Looking ahead, my focus will be on supporting new Board leadership as roles transition for the 2026, advancing strategic initiatives into clear and actionable work plans with the appropriate Board members and committees, launching the job board, and continuing conference preparation with an emphasis on predictability, governance alignment, and member value.

Please let me know if there are questions or areas where the Board would like additional detail.

Respectfully,
Amanda Hendley
Executive Director, NAFE

SECRETARY

NATIONAL
ACADEMY OF
FORENSIC
ENGINEERS

NATIONAL ACADEMY OF FORENSIC ENGINEERS™

1420 King Street
Alexandria, VA 22314-2794

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Dir: 813.279.2153

WWW.NAFE.ORG

Report of the NAFE Secretary to the NAFE President for 2025 Winter Conference

January 1, 2025

To: Michael Aitken (President)
From: Shawn P Ray, P.E. (Secretary)
Re: Secretary Report for the 2025 Winter Conference (New Orleans)

During 2025, President Aitken called a Board of Directors virtual meeting on August 15, 2025, at which the following was discussed:

(a) DISCUSSED: Audit and CPDs and Non-renewals – Joseph Leane – Letter to delinquent member regarding NSPE membership was to be sent

(b) DISCUSSED: CPD's – automated email to delinquent members

(c) APPROVED: Location of Summer 2026 Conference
DoubleTree by Hilton – Portland, ME - Contract in final negotiations

(d) DISCUSSED: Presidential Award Recipient 2026 – Michael Aitken

(e) APPROVED: 2025-2026 Committees – Michael Aitken
   1. Discussion of committee chair and members – involvement

(f) Summer Conference Update – Results

(g) DISCUSSED: Ethics Violations – Michael Aitken
   1. NAFE1 Post with complaints
   2. Ethics Committee to review the Post and responses. =
   3. Discussion of NAFE1 response – Engineer Intimidation and Complaints

The NAFE Board of Directors is currently:

1420 King Street
Alexandria, VA 22314-2794
Tel: 813.948.8010
Dir: 813.279.2153
WWW.NAFE.ORG

Report of the NAFE Secretary to the NAFE President for 2025 Winter Conference

President	Michael Aitken, PE (NAFE 1110S)
President-Elect:	Tonja Koob, PE (NAFE 1152S)
Senior Vice President:	Daniel Couture, PEng (NAFE 951S)
Vice President:	Ben Railsback, PE (NAFE 713F)
Treasurer:	Bruce Wiers, PE (NAFE 755S)
Secretary:	Shawn P Ray, PE (NAFE 970S)
Directors-at-Large:	Greg Boso, PE
	Paul Tucker, PE

Respectfully submitted,

Shawn P Ray, P.E.
NAFE Secretary

TREASURER

WWW.NAFE.ORG

January 7, 2026

To: NAFE BOD
From: Bruce Wiers, NAFE Treasurer bwiers@nederveld.com

Subject: NAFE financial report 2025

The Academy continues to remain healthy, financially.

Brief summary:

- Revenue increased 4.9% for the year ended December 31, 2025, compared to the year ended December 31, 2024. NAFE will need to continue to monitor headcount and membership dues at the various pricing classifications and attendance at the conferences for any significant trends. Revenue from dues has decreased over the past two years. See separate schedule on next page.
- Expenses remained relatively flat with a decrease of 1.3% in 2025 compared to 2024.
- Net income remained strong at $83,143.24 compared to the prior year net income amount of $67,255.40. The positive change is a result of increased seminar income of $185,420.00 in 2025 compared to $169,012.50 in 2024.

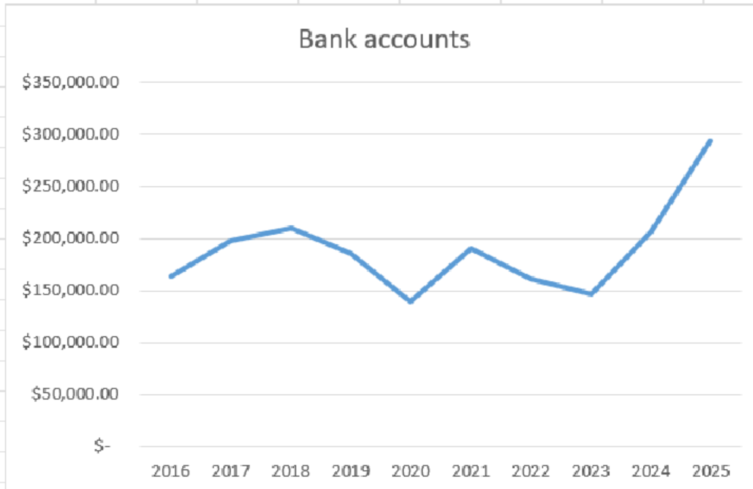
The cash balance continues to be strong as of 12/31/25 at $294,394.41 compared to the balance at 12/31/24 of $211,251.17.

Please let me know if you have any questions.

Thank you,

Bruce Wiers
NAFE Treasurer

end of year	Bank accounts	Membership dues
2016	$ 163,283.00	
2017	$ 197,874.00	
2018	$ 209,976.00	$ 89,013.00
2019	$ 185,534.00	$ 90,625.00
2020	$ 139,403.00	$ 89,575.00
2021	$ 190,460.00	$ 92,975.00
2022	$ 161,479.00	$ 104,615.18
2023	$ 146,495.00	$ 108,400.00
2024	$ 205,951.00	$ 98,468.75
2025	$ 294,394.00	$ 98,181.25



Management Report

National Academy of Forensic Engineers
For the period ended December 31, 2025

Prepared on
January 7, 2026

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Balance Sheet Comparison Current Year-Last

As of December 31, 2025

		Total
	As of Dec 31, 2025	As of Dec 31, 2024 (PY)
ASSETS		
Current Assets		
Bank Accounts		
1st Bank Checking	0.00	0.00
Chase Checking	161,945.61	154,468.73
Chase Savings	130,097.42	55,076.60
PayPal	2,351.38	1,705.84
Total Bank Accounts	**294,394.41**	**211,251.17**
Accounts Receivable		
Accounts Receivable	0.00	0.00
Total Accounts Receivable	**0.00**	**0.00**
Other Current Assets		
Undeposited Funds	0.00	0.00
Total Other Current Assets	**0.00**	**0.00**
Total Current Assets	**294,394.41**	**211,251.17**
Fixed Assets		
Property & Equipment, Computers	0.00	0.00
Total Fixed Assets	**0.00**	**0.00**
TOTAL ASSETS	**$294,394.41**	**$211,251.17**
LIABILITIES AND EQUITY		
Liabilities		
Total Liabilities		
Equity		
Opening Bal Equity	0.00	0.00
Unrestricted Net Assets	211,251.17	143,995.77
Net Income	83,143.24	67,255.40
Total Equity	**294,394.41**	**211,251.17**
TOTAL LIABILITIES AND EQUITY	**$294,394.41**	**$211,251.17**

Balance Sheet Comparison Prior Years

As of December 31, 2023

	Total	
	As of Dec 31, 2023	As of Dec 31, 2022 (PY)
ASSETS		
Current Assets		
Bank Accounts		
1st Bank Checking	0.00	0.00
Chase Checking	112,932.64	51,338.32
Chase Savings	30,066.48	100,053.01
PayPal	996.65	11,163.51
Total Bank Accounts	**143,995.77**	**162,554.84**
Accounts Receivable		
Accounts Receivable	0.00	0.00
Total Accounts Receivable	**0.00**	**0.00**
Other Current Assets		
Undeposited Funds	0.00	0.00
Total Other Current Assets	**0.00**	**0.00**
Total Current Assets	**143,995.77**	**162,554.84**
Fixed Assets		
Property & Equipment, Computers	0.00	0.00
Total Fixed Assets	**0.00**	**0.00**
TOTAL ASSETS	**$143,995.77**	**$162,554.84**
LIABILITIES AND EQUITY		
Liabilities		
Total Liabilities		
Equity		
Opening Bal Equity	0.00	0.00
Unrestricted Net Assets	162,554.84	190,460.48
Net Income	-18,559.07	-27,905.64
Total Equity	**143,995.77**	**162,554.84**
TOTAL LIABILITIES AND EQUITY	**$143,995.77**	**$162,554.84**

Profit and Loss Comparison Current Year-Prior

January - December 2025

	Total	
	Jan - Dec 2025	Jan - Dec 2024 (PY)
INCOME		
Interest Income (Dividends)	20.82	10.12
Membership Dues	98,181.25	98,468.75
Miscellaneous Income		
Seminar Income #	185,420.00	169,012.50
Total Miscellaneous Income	**185,420.00**	**169,012.50**
Publication Sales	895.54	815.44
Sponsorships		3,000.00
Total Income	**284,517.61**	**271,306.81**
GROSS PROFIT	**284,517.61**	**271,306.81**
EXPENSES		
Dues and Subscriptions	702.00	645.00
Education/Seminars		
Honorarium (Education Seminars)	500.00	
Office Supplies (EdChm)	1,972.68	1,329.84
Rooms	4,219.95	3,054.96
Travel Exp		1,800.00
Total Education/Seminars	**6,692.63**	**6,184.80**
Executive Director		
Contract Fee	50,405.00	50,196.85
Lodging & Meals (ExecDir)	351.36	8,273.20
Miscellaneous Expense	266.71	741.83
Stipend (ExecDir)	7,576.25	
Travel (ExecDir)	4,346.65	12,579.24
Total Executive Director	**62,945.97**	**71,791.12**
Headquarters Exp		
Office Exp (H/Q)		
Postage & Shipping (H/Q)		0.63
Total Office Exp (H/Q)		**0.63**
Total Headquarters Exp		**0.63**
Journals		
Editing (Journals)	30,275.00	27,905.00
Total Journals	**30,275.00**	**27,905.00**
Other Expenses		
Bank Charge	16,689.47	20,589.89
CESB, Annual Dues	10,600.00	
Computer Software, Maint	919.76	577.75

	Total	
	Jan - Dec 2025	Jan - Dec 2024 (PY)
Insurance	3,718.00	2,695.00
Membership Audit		300.00
Miscellaneous Exp	240.00	66.00
Plaques, Awards & Gifts	186.95	389.95
Prof Services, Accout & Legal		550.00
Total Other Expenses	**32,354.18**	**25,168.59**
Seminar Exp #		
Meals		
Meals, Bkfst, Exp	9,724.13	14,208.37
Meals, BLun, Exp	18,385.31	11,748.94
Meals, Din, Exp #	16,292.39	10,756.79
Total Meals	**44,401.83**	**36,714.10**
Meeting Room, AV Equip	14,961.67	21,899.55
Print Handout Mtls, Handbooks	1,990.00	4,622.97
Refreshments, AM & PM	6,964.30	9,094.85
Total Seminar Exp #	**68,317.80**	**72,331.47**
Treasurer, Office Exp		
Postage & Shipping (Treas)	86.79	24.80
Total Treasurer, Office Exp	**86.79**	**24.80**
Unapplied Cash Bill Payment Expense	0.00	0.00
Total Expenses	**201,374.37**	**204,051.41**
NET OPERATING INCOME	**83,143.24**	**67,255.40**
NET INCOME	**$83,143.24**	**$67,255.40**

Profit and Loss Comparison Prior Years

January - December 2023

	Total	
	Jan - Dec 2023	Jan - Dec 2022 (PY)
INCOME		
Application Fees	256.25	687.50
Interest Income (Dividends)	13.47	19.65
Membership Dues	108,400.00	104,615.18
Miscellaneous Income		
Seminar Income #	173,235.00	96,761.15
Total Miscellaneous Income	**173,235.00**	**96,761.15**
Publication Sales	858.14	941.04
Total Income	**282,762.86**	**203,024.52**
GROSS PROFIT	**282,762.86**	**203,024.52**
EXPENSES		
Dues and Subscriptions	590.00	300.00
Education/Seminars		
Honorarium (Education Seminars)	28,594.61	
Office & Phone Exp (EdChm)	416.20	
Office Supplies (EdChm)	76.92	216.11
Postage & Shipping (EdChm)		122.17
Rooms	2,934.10	
Total Education/Seminars	**32,021.83**	**338.28**
Executive Director		
Contract Fee	101,733.34	109,000.00
Lodging & Meals (ExecDir)	221.70	66.36
Miscellaneous Expense	1,465.47	
Travel (ExecDir)	8,248.68	2,987.66
Total Executive Director	**111,669.19**	**112,054.02**
Headquarters Exp		
Office Exp (H/Q)		
Postage & Shipping (H/Q)	1,724.09	520.05
Total Office Exp (H/Q)	**1,724.09**	**520.05**
Total Headquarters Exp	**1,724.09**	**520.05**
Journals		
Editing (Journals)	32,775.00	30,324.99
Total Journals	**32,775.00**	**30,324.99**
Other Expenses		
Advertising	790.12	499.82
Bank Charge	20,311.57	11,177.64
CESB, Annual Dues	10,600.00	5,300.00
Computer Software, Maint	560.74	2,232.69

	Total	
	Jan - Dec 2023	Jan - Dec 2022 (PY)
Insurance	2,514.00	2,449.00
Miscellaneous Exp	224.00	370.00
Plaques, Awards & Gifts		366.27
Prof Services, Accout & Legal	1,325.00	
Total Other Expenses	**36,325.43**	**22,395.42**
Seminar Exp #		
Meals		
Meals, Bkfst, Exp	9,127.94	8,686.84
Meals, BLun, Exp	12,552.98	15,073.12
Meals, Din, Exp #	11,468.19	24,520.13
Total Meals	**33,149.11**	**48,280.09**
Meeting Room, AV Equip	43,950.04	11,586.30
Print Handout Mtls, Handbooks		1,352.36
Refreshments, AM & PM	8,050.49	3,642.14
Stipend, Registration Asst	1,000.00	
Total Seminar Exp #	**86,149.64**	**64,860.89**
Treasurer, Office Exp		
Office Supplies (Treas)		136.51
Postage & Shipping (Treas)	66.75	
Total Treasurer, Office Exp	**66.75**	**136.51**
Total Expenses	**301,321.93**	**230,930.16**
NET OPERATING INCOME	**-18,559.07**	**-27,905.64**
NET INCOME	**$ -18,559.07**	**$ -27,905.64**

Sales by Product/Service Summary

January - December 2025

				Total
	Quantity	Amount	% of Sales	Avg Price
Affiliate	87.00	13,050.00	4.58 %	150.00
Associate Member	45.75	10,293.75	3.62 %	225.00
Fellow	28.00	9,800.00	3.44 %	350.00
Journal Sales	34.00	930.00	0.33 %	27.3529412
Life Member	22.25	2,225.00	0.78 %	100.00
Member	122.25	30,562.50	10.74 %	250.00
NAFE Summer Seminar	75.00	89,595.00	31.47 %	1,194.60
NAFE Winter Seminar	102.00	95,825.00	33.66 %	939.4607843
Senior	108.00	32,400.00	11.38 %	300.00
TOTAL		$284,681.25	100.00 %	

Expenses by Vendor Summary

January - December 2025

	Total
Advanced Express	1,990.00
Association Catalyst LLC	63,741.33
Authnet Gateway	309.60
AwardsPlus	186.95
Cayan/Global Pay	5,448.20
CESB	10,600.00
CNA Insurance	1,208.00
Crossref	275.00
Ellen Parson	30,919.76
INCORP	0.00
InterCity Agency, Inc.	2,329.00
Masterpiece @ Drury	3,691.39
Merchant Service	10,931.67
Nederveld	46,404.31
PayPal	34.46
Santa Fe Community College	500.00
Small Wonders-Gifts Inc.	1,177.32
Not Specified	-105.00
TOTAL	**$179,641.99**

Transaction List by Vendor

January - December 2025

Date	Transaction Type	Num	Posting	Memo/Description	Account	Amount
Advanced Express						
02/20/2025	Bill	109790	Yes		Accounts Payable	1,990.00
03/07/2025	Bill Payment (Check)	2068	Yes		Chase Checking	-1,990.00
Association Catalyst LLC						
01/23/2025	Expense	ACH	Yes		Chase Checking	-3,500.00
02/03/2025	Bill	INV-000122	Yes		Accounts Payable	9,824.06
02/11/2025	Bill Payment (Check)	2066	Yes		Chase Checking	-9,824.06
02/21/2025	Expense	ACH	Yes		Chase Checking	-3,500.00
03/05/2025	Bill	INV-000136	Yes		Accounts Payable	51.68
03/10/2025	Bill Payment (Check)	2069	Yes		Chase Checking	-51.68
03/11/2025	Bill	INV-000129	Yes		Accounts Payable	16.59
03/25/2025	Expense		Yes		Chase Checking	-3,500.00
03/31/2025	Bill Payment (Check)	2071	Yes		Chase Checking	-16.59
03/31/2025	Bill Payment (Check)	ACH	Yes			0.00
03/31/2025	Deposit		Yes		Chase Checking	3,500.00
04/01/2025	Expense	ACH	Yes		Chase Checking	-3,500.00
04/23/2025	Expense		Yes		Chase Checking	-3,500.00

Date	Transaction Type	Num	Posting	Memo/Description	Account	Amount
05/01/2025	Bill	INV-000143	Yes		Accounts Payable	68.18
05/08/2025	Bill Payment (Check)	2075	Yes		Chase Checking	-68.18
05/22/2025	Expense	ACH	Yes		Chase Checking	-3,500.00
06/24/2025	Expense	24850740013	Yes		Chase Checking	-3,500.00
06/30/2025	Bill	INV-000155	Yes		Accounts Payable	378.88
06/30/2025	Bill	INV-000159	Yes		Accounts Payable	2,861.90
07/14/2025	Bill Payment (Check)	2078	Yes		Chase Checking	-3,240.78
07/19/2025	Bill	INV-000164	Yes		Accounts Payable	8,448.66
07/25/2025	Expense	ACH	Yes		Chase Checking	-3,500.00
08/04/2025	Bill Payment (Check)	2080	Yes		Chase Checking	-8,448.66
08/22/2025	Expense	ACH	Yes		Chase Checking	-3,500.00
08/26/2025	Deposit		Yes		Chase Checking	3,500.00
09/08/2025	Expense	ACH	Yes		Chase Checking	-3,500.00
09/24/2025	Expense	ACH	Yes		Chase Checking	-3,500.00
10/04/2025	Bill	INV-000183	Yes		Accounts Payable	13.10
10/14/2025	Bill Payment (Check)	2087	Yes		Chase Checking	-13.10
10/24/2025	Expense	ACH	Yes		Chase Checking	-3,500.00
11/21/2025	Expense	ACH	Yes		Chase Checking	-3,500.00
12/01/2025	Bill	INV-000183	Yes	This invoice for $13.10 already paid via check #2087 dated 10/14/25	Accounts Payable	78.28

Date	Transaction Type	Num	Posting	Memo/Description	Account	Amount
12/04/2025	Bill Payment (Check)	2094	Yes		Chase Checking	-78.28
12/23/2025	Expense	ach	Yes		Chase Checking	-3,500.00
Authnet Gateway						
01/02/2025	Expense		Yes		Chase Checking	-26.30
02/04/2025	Expense		Yes		Chase Checking	-26.25
03/04/2025	Expense		Yes		Chase Checking	-25.40
04/02/2025	Expense		Yes		Chase Checking	-25.55
05/02/2025	Expense	ACH	Yes		Chase Checking	-25.70
06/03/2025	Expense	ACH	Yes		Chase Checking	-25.55
07/02/2025	Expense	ACH	Yes		Chase Checking	-25.90
08/04/2025	Expense	ACH	Yes		Chase Checking	-25.75
09/02/2025	Expense	ACH	Yes		Chase Checking	-25.60
10/02/2025	Expense	ACH	Yes		Chase Checking	-25.40
11/04/2025	Expense		Yes		Chase Checking	-25.90
12/02/2025	Expense		Yes		Chase Checking	-26.30
AwardsPlus						
11/20/2025	Bill	0167581-IN	Yes		Accounts Payable	186.95
12/04/2025	Bill Payment (Check)	2092	Yes		Chase Checking	-186.95

Date	Transaction Type	Num	Posting	Memo/Description	Account	Amount
Cayan/Global Pay						
01/02/2025	Expense	ACH	Yes		Chase Checking	-508.85
02/03/2025	Expense	ACH	Yes		Chase Checking	-313.85
03/03/2025	Expense		Yes		Chase Checking	-350.85
04/01/2025	Expense		Yes		Chase Checking	-812.85
05/01/2025	Expense	ACH	Yes		Chase Checking	-313.85
06/02/2025	Expense	ACH	Yes		Chase Checking	-350.85
07/01/2025	Expense	ACH	Yes		Chase Checking	-348.85
08/04/2025	Expense	ACH	Yes		Chase Checking	-348.85
09/02/2025	Expense	ACH	Yes		Chase Checking	-385.85
10/01/2025	Expense	ACH	Yes		Chase Checking	-348.85
11/03/2025	Expense	ACH	Yes		Chase Checking	-873.85
12/01/2025	Expense	ach	Yes		Chase Checking	-490.85
CESB						
01/09/2025	Bill Payment (Check)	2059	Yes		Chase Checking	-5,300.00
12/03/2025	Bill	2026 Dues	Yes		Accounts Payable	5,300.00
12/04/2025	Bill Payment (Check)	2093	Yes		Chase Checking	-5,300.00

Date	Transaction Type	Num	Posting	Memo/Description	Account	Amount
CNA Insurance						
01/17/2025	Bill	CC9697014VA81997	Yes		Accounts Payable	582.00
01/24/2025	Bill Payment (Check)	2061	Yes		Chase Checking	-582.00
12/15/2025	Bill	12.15.25	Yes	#0114233595	Accounts Payable	626.00
12/17/2025	Bill Payment (Check)	2097	Yes		Chase Checking	-626.00
Crossref						
01/01/2025	Bill	M-78899	Yes		Accounts Payable	275.00
01/08/2025	Bill Payment (Check)	2056	Yes		Chase Checking	-275.00
Ellen Parson						
01/08/2025	Check	2058	Yes	January 2025	Chase Checking	-2,500.00
02/11/2025	Check	2065	Yes	February 2025	Chase Checking	-2,500.00
03/10/2025	Check	2070	Yes	March 2025	Chase Checking	-2,500.00
04/10/2025	Check	2072	Yes	April 2025	Chase Checking	-2,500.00
05/01/2025	Bill	4.21.25	Yes		Accounts Payable	392.00
05/08/2025	Check	2073	Yes		Chase Checking	-2,500.00
05/08/2025	Bill Payment (Check)	2074	Yes		Chase Checking	-392.00
06/10/2025	Check	2076	Yes	June 2025	Chase Checking	-2,500.00
07/14/2025	Check	2077	Yes	July 2025	Chase Checking	-2,500.00

Date	Transaction Type	Num	Posting	Memo/Description	Account	Amount
08/14/2025	Check	2081	Yes	August 2025	Chase Checking	-2,500.00
09/16/2025	Check	2082	Yes	September 2025	Chase Checking	-2,500.00
09/24/2025	Bill	Adobe 9.24.25	Yes		Accounts Payable	527.76
10/14/2025	Check	2084	Yes	October 2025	Chase Checking	-2,500.00
10/14/2025	Bill Payment (Check)	2086	Yes		Chase Checking	-527.76
11/18/2025	Check	2091	Yes	November 2025	Chase Checking	-2,500.00
12/16/2025	Check	2095	Yes	Voided - November 2025	Chase Checking	0.00
12/30/2025	Expense	ach	Yes	Nov 2025 - ACH for voided check	Chase Checking	-2,500.00
INCORP						
11/12/2025	Bill	3864047	Yes		Accounts Payable	218.00
11/12/2025	Bill Payment (Check)	2088	Yes	Voided		0.00
11/12/2025	Bill	3864047	Yes		Accounts Payable	436.00
11/12/2025	Bill Payment (Check)	2089	Yes	Voided		0.00
12/04/2025	Bill Payment (Check)	2090	Yes	Voided		0.00
12/04/2025	Vendor Credit	Voided chk pmts	Yes		Accounts Payable	-654.00
12/04/2025	Bill Payment (Check)	2091	Yes			0.00
InterCity Agency, Inc.						

Date	Transaction Type	Num	Posting	Memo/Description	Account	Amount
01/03/2025	Bill	115783	Yes	Inv. 115783; Policy No. PHSD1845169	Accounts Payable	2,329.00
01/08/2025	Bill Payment (Check)	2057	Yes		Chase Checking	-2,329.00
Masterpiece @ Drury						
01/03/2025	Bill Payment (Check)	ACH	Yes		Chase Checking	-6,094.66
01/03/2025	Bill Payment (Check)	ACH	Yes		Chase Checking	-7,936.37
01/03/2025	Bill Payment (Check)	ACH	Yes		Chase Checking	-7,313.60
01/14/2025	Bill Payment (Check)	ACH	Yes		Chase Checking	-572.21
01/17/2025	Bill	19797	Yes	Friday	Accounts Payable	6,666.87
01/18/2025	Bill	19798	Yes	Saturday	Accounts Payable	7,936.37
01/18/2025	Bill	19798	Yes	Saturday changes	Accounts Payable	894.24
01/19/2025	Bill	20618	Yes	Sunday	Accounts Payable	10,110.75
01/23/2025	Bill Payment (Check)	ACH	Yes		Chase Checking	-2,797.15
04/10/2025	Bill Payment (Check)	ACH	Yes		Chase Checking	-894.24
Merchant Service						
01/08/2025	Expense	ACH	Yes		Chase Checking	-2,271.22
02/10/2025	Expense	ACH	Yes		Chase Checking	-2,074.19
03/10/2025	Expense		Yes		Chase Checking	-214.43

Date	Transaction Type	Num	Posting	Memo/Description	Account	Amount
04/08/2025	Expense		Yes		Chase Checking	-408.68
05/08/2025	Expense	ACH	Yes		Chase Checking	-447.15
06/10/2025	Expense		Yes		Chase Checking	-477.13
07/08/2025	Expense		Yes		Chase Checking	-989.66
08/08/2025	Expense	ACH	Yes		Chase Checking	-1,017.70
09/09/2025	Expense	ACH	Yes		Chase Checking	-110.01
10/08/2025	Expense	ACH	Yes		Chase Checking	-204.56
11/10/2025	Expense		Yes		Chase Checking	-1,131.29
12/09/2025	Expense		Yes		Chase Checking	-1,585.65
Nederveld						
01/17/2025	Bill	1.17.25	Yes		Accounts Payable	730.22
01/24/2025	Bill Payment (Check)	2062	Yes		Chase Checking	-730.22
02/10/2025	Bill	2.10.25	Yes		Accounts Payable	9,453.31
02/11/2025	Bill Payment (Check)	2067	Yes		Chase Checking	-9,453.31
07/16/2025	Bill	7.16.25	Yes		Accounts Payable	99.57
08/04/2025	Bill Payment (Check)	2079	Yes		Chase Checking	-99.57
08/19/2025	Bill	10.14.25	Yes		Accounts Payable	35,486.09
10/14/2025	Bill Payment (Check)	2085	Yes		Chase Checking	-35,486.09
12/17/2025	Bill	12.17.25	Yes		Accounts Payable	635.12

Date	Transaction Type	Num	Posting	Memo/Description	Account	Amount
12/17/2025	Bill Payment (Check)	2096	Yes		Chase Checking	-635.12
PayPal						
02/28/2025	Expense	ACH	Yes	Fees for December 2024	PayPal	-7.72
03/31/2025	Expense		Yes	Fees for March 2025	PayPal	-4.08
04/30/2025	Expense		Yes	Fees for April 2025	PayPal	-1.36
05/31/2025	Expense		Yes	Fees for May 2025	PayPal	-1.36
07/31/2025	Expense		Yes	Fees for July 2025	PayPal	-3.08
08/31/2025	Expense		Yes	Fees for August 2025	PayPal	-2.72
09/30/2025	Expense		Yes	Fees for September 2025	PayPal	-1.54
10/31/2025	Expense		Yes	Fees for October 2025	PayPal	-5.62
11/30/2025	Expense		Yes	Fees for November 2025	PayPal	-2.72
12/31/2025	Expense		Yes	Fees for December 2025	PayPal	-4.26
Santa Fe Community College						
01/24/2025	Bill	Honorarium	Yes		Accounts Payable	500.00
01/24/2025	Bill Payment (Check)	2063	Yes		Chase Checking	-500.00
Small Wonders-Gifts Inc.						
01/17/2025	Bill Payment (Check)	2060	Yes		Chase Checking	-375.14

Date	Transaction Type	Num	Posting	Memo/Description	Account	Amount
01/20/2025	Bill	INV82808	Yes		Accounts Payable	802.18
01/29/2025	Bill Payment (Check)	2064	Yes		Chase Checking	-802.18

PRESIDENT

Committee	Bylaw Committee?	Purpose and Responsibilities	Chair Definition	Predetermined Other Members	2026 Chair	Committee Members
Admissions	Bylaws Committee (Article 10, Section 2)	The Admissions Committee shall thoughtfully evaluate and process each application for membership or change in membership grade against the standards established in the Bylaws, render decisions as to the candidate's acceptance, non-acceptance, or, in the case of Fellow, eligibility. (See Bylaws Article 3 for Membership Requirements) Section 2. Admissions Committee (a) The Admissions Committee shall be composed of the President-Elect who shall serve as Chair and two Past-Presidents appointed by the President. (b) The Admissions Committee shall carefully evaluate each application for membership or for change in membership grade against the standards established in the Bylaws, render decisions as to the candidate's acceptance, non-acceptance, or, in the case of Fellow, eligibility. (c) Members, Senior Members and Associate Members (1) Approval as a Senior Member shall require concurrence of two (2) members; and as Member or Associate Member, concurrence of one (1) member of the Committee. (2) The Admissions Committee shall assign appropriate membership grades to those accepted or elevated and report their actions to the Secretary and the Treasurer. Applications for Member, Senior Member, and Associate Member can be acted upon or voted on throughout the calendar year	President Elect	President Elect Two Past-Presidents appointed by the President	Daniel Couture	Daniel Couture Steve Pietropaolo Joe Leane Michael Aitken

Committee	Bylaw Committee?	Purpose and Responsibilities	Chair Definition	Predetermined Other Members	2026 Chair	Committee Members
Audit	Standing Commttee (Article 10, Section 4; Appendix 1, Section 5)	The Committee shall review the accounts of the Academy and shall issue a report to the Board within ninety days from the end of the fiscal year of the Academy. The Committee shall arrange for an independent review of the accounts periodically, as directed by the Board. The Committee shall audit the board-certified membership on a regular and random basis to verify compliance with CESB board certification requirements - such as NSPE and Technical Society Memberships and Professional Licensure. Appendix 1, Section 5 Upon appointment by the President, the Audit Committee shall review the accounts of the Academy and shall issue a report to the Board within ninety days from the end of the fiscal year of the Academy. The Treasurer shall turn over to the Audit Committee Chair any requested financial documents and accompanying electronic files. The Audit Committee shall arrange for an independent review of the accounts periodically, as directed by the Board.	President Elect	President Elect Treasurer CPD Chair	Daniel Couture	Daniel Couture Bruce Wiers Joe Leane
Bylaws and Articles of Incorporation	Special Committee (Article 10, Section 5)	Appendix 1, Section 11. The Bylaw-AoI Committee shall review minutes of Board and Membership meetings and receive comments and recommendations from the membership regarding perceived need for changes to the Articles of Incorporation (AoI) and Bylaws of the Academy. (b) The Bylaw-AoI Committee shall propose recommended changes to the AoI and Bylaws for action by the Board of Directors. (c) The Secretary of the Academy shall serve as Ex-officio member of the Bylaw-AoI Committee and shall maintain a record of current text.	Presidential Appointment	Secretary DALs Others as appointed	Martin Gordon	Martin Gordon Shawn Ray Paul Tucker Greg Boso

Committee	Bylaw Committee?	Purpose and Responsibilities	Chair Definition	Predetermined Other Members	2026 Chair	Committee Members
Continuing Professional Development (CPD's)	Standing Commttee (Article 10, Section 4)	The Committee shall implement and monitor the CPD procedures initially adopted by the Board of Directors in 1993, added as Appendix 2 in 1994, and as modified. The CPD Committee shall distribute record keeping forms to the membership within a reasonable time prior to the annual reporting deadline stated in Appendix 2. The CPD Committee shall receive, record, and analyze CPD data supplied by the membership, and advise each member of the results of the analysis within the deadline stated in Appendix2.	Presidential Appointment	Presidential Appointment Secretary IT Director 1st PP Others as appointed	Joe Leane	Joe Leane Shawn Ray Mitch Maifeld Steve Pietropaolo
Education	Standing Commttee (Article 10, Section 4)	The committee is responsible for the development of content for the NAFE conference's Education track. Appendix 1, Section 7: 7. Education Committee The purpose of the Education Committee is to gather information on seminars and conferences in forensic engineering, to gather information on college courses in forensic engineering, and to prepare a model course and materials that could be used by college professors to teach such courses. (a) The Committee shall each year contact all members of NAFE to receive information on forensic engineering educational activities in their geographical area and in the USA. The objective is to gather programs and course outlines. (b) The Committee will maintain contact with the American Society for Engineering Education (ASEE). (c) Through the Inter/Intra Professional Liaison Committee, the Education Committee will maintain contact with the forensic engineering sections of other professional engineering societies relative to education activities. (d) The Committee will assist in planning the NAFE semi-annual meetings and seminars.	Presidental Appointment	Presidental Appointment Others as appointed	Zoe Alvi	Zoe Alvi Sandra Metzler Steve Pietropaolo Dave Icove Paul Kamen Benjamin Railsback Rune Storensund William Lee

Committee	Bylaw Committee?	Purpose and Responsibilities	Chair Definition	Predetermined Other Members	2026 Chair	Committee Members
Ethics	Standing Committee (Bylaws Article 10, Section 5; Appendix 1, Section 1)	Appendix 2, Section 1 (a) The Ethics Committee shall conduct and maintain a review of the codes of ethics of NSPE and the national engineering technical societies from the viewpoint of forensic practice. (b) The Ethics Committee shall make appropriate reports and recommendations to the Board for additional standards of practice to supplement and interpret those codes as they may apply to (1) the practice of forensic engineering and (2) the Professional Policies applicable to the procedures of NAFE. (c) The Ethics Committee shall receive and consider any complaints and charges alleging unethical practice of members and take appropriate action in accord with NAFE Policy. (d) The Ethics Committee shall be chaired by a Director of the Academy. A Deputy Chair, if appointed, shall be a Director of the Academy. (e) No more than three Directors shall serve on the Ethics Committee at one time, except that an Ethics Committee member may be appointed to fill a vacant Director Position	A Director of the Academy (Appendix 1, Section 1, Part d) *To be chaired by the immediate past president*	(d) The Ethics Committee shall be chaired by a Director of the Academy. A Deputy Chair, if appointed, shall be a Director of the Academy. (e) No more than three Directors shall serve on the Ethics Committee at one time, except that an Ethics Committee member may be appointed to fill a vacant Director Position	Sam Sudler*	Rebecca Bowman Steve Pietropaolo
Finance	Standing Commttee (Article 10, Section 4)	The Finance Committee shall analyze the projected income and expenses of the Academy and recommend an operating budget to the Board of Directors for approval for each fiscal year. Appendix 1, Section 12. Finance Committee (a) The finance Committee shall analyze the projected income and expenses of the Academy and recommend an operating budget to the Board of Directors for approval for each fiscal year. (b) The Senior Vice President shall chair the Committee with the President Elect, Vice-President, Treasurer, and Secretary as members. (c) The Treasurer shall provide to the Finance Committee the check register two weeks prior the semi-annual meetings. The check register shall be sorted by; (1) payee; and (2) sorted by account then by payee.	SVP	SVP President -Elect VP Treasurer Secretary	Ben Railsback	Ben Railsback Daniel Couture TBD Bruce Wiers Shawn Ray

Committee	Bylaw Committee?	Purpose and Responsibilities	Chair Definition	Predetermined Other Members	2026 Chair	Committee Members
Inspector of Elections	Special Committee (Article 10, Section 5)	The Committee shall inspect and pass upon all ballots (Ref NAFE AP 2B)	Secretary		Shawn Ray	Shawn Ray
Insurance	Special Committee (Article 10, Section 5; Appendix 1, Section 3)	The Insurance Committee shall investigate and monitor the availability, coverage, and premium cost for liability insurance to satisfy the requirements of Bylaws Article XVII and shall make recommendations to the Board of such insurance coverage. (b) The Committee shall investigate and monitor the availability, coverage, and premium cost to provide Academy members professional liability insurance coverage, specifically with respect to their practice for forensic engineering and shall make recommendations to the Board for their consideration.	Treasurer	Treasurer President VP SVP President Elect	Bruce Wiers	Bruce Wiers Tonja Marking TBD Ben Railsback Daniel Couture
IT Committee	Standing Commttee (Article 10, Section 4)	The IT Committee shall oversee the IT operations of the Academy.	Presidential Appointment	As Apponted	Mitch Maifeld	Mitch Maifeld Michael Leshner Liberty Janson William Pierce Rune Storesund Michael Stichter
Legislative	Standing Commttee (Article 10, Section 4)	The Legislative Committee will monitor any possible federal or state legislation that may have an effect on the practice of forensic engineers, will maintain liaison with the NSPE Legislative Committee and the NSPE General Counsel, and will report their findings and request recommended actions to the Board of Directors	President Elect	President Elect DAL Others as appointed	Daniel Couture	Daniel Couture Greg Boso
Long-Range Planning	Standing Commttee (Article 10, Section 4)	The Committee will prepare a long range plan and develop strategies to achieve this plan for submission to the Board of Directors. The Committee will also prepare short range (annual) plans and will monitor their effectiveness for reporting to the Board of Directors. All such plans will project the future posture of the Academy, including financial planning.	SVP	SVP President Past Presidents President Elect	Ben Railsback	Ben Railsback Tonja Marking Michael Aitken Daniel Couture

Committee	Bylaw Committee?	Purpose and Responsibilities	Chair Definition	Predetermined Other Members	2026 Chair	Committee Members
Membership	Standing Commttee (Article 10, Section 4)	The membership committee shall assist the board in maintaining a sustainable flow of new dues-payers into the Academy. The committee will mentor new members (if requested by new member), pair First-Time seminar attendees with current NAFE members ("the buddy system") and actively encourage members to upgrade to higher membership levels and potential board-certification. The committee will include a task force to contact every new member, in a timely basis, and every member before year’s end.	President Elect	Others as appointed	Daniel Couture	Daniel Couture Mitch Maifeld Michael Aitken Tonja Marking J. Derald Morgan Robert Peruzzi
NAFE1 Discussion Board	Standing Commttee (Article 10, Section 4)	The committee will monitor and moderate the NAFE1 Discussion Board.	Presidental Appointment	IT Chair DALs Others as appointed	Michael Stichter	Michael Stichter Mitch Maifeld Paul Tucker Greg Boso
Nominating	Bylaws Committee (Article 10, Section 3)	The Committee shall nominate a slate of persons recommended for election as officers (but not Directors-at- Large) of the Academy. The report of the Nominating Committee shall be made to the members at least sixty days prior to the midyear semiannual meeting of the Board. Current officers cannot serve. Each Nominating Committee shall serve for one year and shall consist of three	1PP	1 PP Another PP Non-officer, Member, Presidential Appointment to serve as secretary.	Michael Aitken Steve Pietropaolo	Michael Aitken Steve Pietropaolo

Committee	Bylaw Committee?	Purpose and Responsibilities	Chair Definition	Predetermined Other Members	2026 Chair	Committee Members
Public Relations and Advertising	Standing Commttee (Article 10, Section 4; Appendix 1, Section 2)	The Committee shall strive to promote efforts to bring the Academy to the attention of those who may utilize the services offered by Academy members, as well as to other interested parties and organizations. (Mechanicals) in print and electronic advertisements for various publications in support of NAFE meetings and events. The Committee will serve an ambassador role prior to NAFE meetings by contacting meeting-specific state and engineering discipline specific representatives of Engineering Boards and Engineering Societies and inform them of these events by extending invitations as appropriate. Suggested to begin contact 3 months prior to Summer/Winter Meeting. The Committee will administer LinkedIn; making announcements of new members, as well as member achievements. The Committee will also assist in the advertising endeavors of the academy overseeing of procurement of advertisement materials. Appendix, Section 1, Part 2: (a) The Public Relations Committee shall build and maintain a mailing list of major national and regional level organizations and publications which may reasonably be expected to have an interest in the Academy, its activities, or its publications, or with which the Academy and its members share substantial interests and concerns. The Committee shall prepare timely news releases about the Academy and its programs, initiate liaison contacts for the exchange of information and, with the approval of the President, direct information about the Academy to selected and appropriate addressees. (b) The Committee shall encourage the members of the Academy to file brief biographical sketches with the names, attention lines, and addresses of their principal local news media and such magazines as could be expected to use news releases about Academy activities and offices of the members. The Committee shall make appropriate news releases employing such data as opportunities may arise. (c) The Committee shall strive to promote other efforts to bring the Academy to the attention of those who may utilize the services offered by Academy members, as well as to other interested parties and organizations. (d) The Committee shall report its activities to the Board, making recommendations when appropriate.	Presidential Appointment	Presidential Appointment Others as selected	Richard Rice	Richard Rice Daniel Couture Michael Kravitz Michael Leshner Robert Peruzzi

Committee	Bylaw Committee?	Purpose and Responsibilities	Chair Definition	Predetermined Other Members	2026 Chair	Committee Members
Publications and Online Learning (Journal)	Standing Commttee (Article 10, Section 4)	The committee is responsible for the development of publications and online content to serve in the professional development of members. Appendix 1, Section 6: 6. Publications Committee (a) At the direction of the President or Board of Directors, the Publications Committee will review the discipline and specialty categories as contained in the then current directory and will recommend to the Board of Directors suggestions for modifications. The Committee, when requested, will also furnish the Board with recommendations for typography, printing, binding and estimated costs for the subsequent editions of the directory. (b) At the direction of the President or Board of Directors, the Committee will make recommendations for the revision of the NAFE brochure and present them to the Board of Directors. (c) The Publications Committee shall advise concerning the publications of the Academy.	Presidental Appointment	Presidental Appointment Editor Others as Appointed	Bart Kemper	Bart Kemper Ellen Parson John Schwartzberg Sandra Metzler Robert Peruzzi David Icove William Lee James Green Clarence Kemper Steve Pietropaolo

STRATEGIC PLANNING

NATIONAL ACADEMY OF FORENSIC ENGINEERS

NAFE Strategic Planning Report
January 2026

Meaningful progress has been made by translating the Member- and Board-approved Strategic Focus Areas into a structured, measurable, and trackable implementation framework. This work represents an important shift from aspirational strategy to accountable execution and provides the Board with a clearer line of sight into progress, gaps, and decision points.

This planning document aligns Strategic Pillars → Objectives → KPIs → Strategic Initiatives. It includes detail and tracking for baselines, status, progress percentages, and accountable committees.

As we move forward, this framework enables:

- Consistent reporting across committees
- Clear differentiation between “not started,” “early groundwork,” and “active implementation”
- Improved Board oversight, prioritization, and resource alignment

This represents a foundational governance improvement and positions NAFE to manage growth more intentionally over the next 12–36 months.

Key Areas of Progress

While most initiatives are appropriately early-stage, the framework highlights several areas where activity is already aligned with Board intent:

- Financial Resiliency (Pillar Four)
    - Based on financial reporting from Year 2024 and June 2025, our operating reserves exceed the Board’s target, providing over one year of operating coverage.
    - Revenue diversification efforts are underway, with sponsorship and job board initiatives beginning to take shape.
- Conference Governance & Feedback Loops (Pillar One & Three)
    - Conference engagement surveys are operational and feeding into future program planning.
    - Education and conference committees are increasingly coordinating on session balance, soft skills inclusion, and multidisciplinary representation.
- International Membership Clarity (Pillar Two)
    - Baseline data has been established for international membership (28 members outside the U.S., primarily Canada).
    - The lack of formal international pathways, credential equivalency, and engagement strategy has been clearly identified and documented.

Areas Intentionally in Early or Pre-Launch Stages

Several initiatives remain at 0–25% progress. While some of these initiatives have not yet launched due to intentional timing, several require committee activation to get started.

- Online education expansion beyond conferences requires a review of our technology capabilities and approval for the creation of additional educational content.
- Entrepreneur-focused resources and business owner engagement has not yet become a topic for discussion for the Education committee.
- Regional engagement and NSPE coordination has not progressed further than the initial discussions about a co-located conference (which was not pursued).

The tracking framework now makes these gaps visible and ready for prioritization.

Board-Level Priorities & "To-Dos"

To move from planning to execution, the following areas require Board engagement, not staff-only action:

1. Prioritization Guidance
    - Confirm which initiatives should advance in the next 6–12 months versus remain aspirational.
    - Avoid over-extension by sequencing efforts deliberately.
2. Committee Activation & Alignment
    - Encourage committees to adopt ownership of specific KPIs now clearly assigned.
    - Support cross-committee collaboration where objectives overlap (Education, IT, Membership, PR).
    - Stand up new Committees and Task Forces where required to move forward these projects.
3. Decision Support
    - Provide direction on:
        - International membership structure and credential equivalency
        - Scope and timing of online education investments
        - Desired pace of sponsorship and partnership growth
4. Governance Rhythm
    - Use this framework as a standing Board review tool going forward.
    - Expect incremental progress updates rather than "all-or-nothing" outcomes.

The Executive Director and team is prepared to support the work of the board and committees to move these important strategic initiatives forward.

MEMBERSHIP AUDIT

NATIONAL ACADEMY OF FORENSIC ENGINEERS

Dear [Member Name],

As part of the National Academy of Forensic Engineers' ongoing membership verification practices, we are conducting a random audit of approximately 10% of the NAFE membership to confirm compliance with eligibility requirements.

NAFE membership requires active membership in the National Society of Professional Engineers (NSPE) and active membership in another relevant technical or professional organization. As part of this audit, we need documentation confirming that both memberships are current.

Please email proof of active membership for both organizations dated within the current membership year. Acceptable proof is a dated membership card, a membership renewal confirmation notice, or a receipt. Please note that membership cards must show an expiration date. Cards that only state "member since" cannot be accepted.

Please submit your documentation within 14 days of the date of this notice, no later than [DATE].

Documentation may be emailed to [email address].

If your NSPE or technical society membership is not currently active, you should renew it and submit updated documentation within the same 14-day period to remain in good standing with NAFE.

If we do not receive the requested documentation by the deadline, your NAFE membership may be suspended in accordance with NAFE policies.

If you have questions or believe you received this message in error, please contact [contact name/email].

Thank you for your prompt attention and for your continued involvement with NAFE.

Sincerely,
[Name]
[Title]
National Academy of Forensic Engineers
[Email Address]
[Phone Number]

NSPE FELLOW NOMINATIONS

NATIONAL ACADEMY OF FORENSIC ENGINEERS

DIRECTOR AT LARGE NOMINATION

NATIONAL ACADEMY OF FORENSIC ENGINEERS

1266 W Paces Ferry Rd NW
Atlanta, GA 30327

Tel: 404-268-0802
Fax: 404-841-6327

December 12, 2025

To the Board of Directors,

In accordance with the NAFE Bylaws and the established nominating procedures, I am submitting this report on behalf of the Nominating Committee.

Greg Boso has been nominate to move from Director-at-Large to Vice President of the Academy. Mr. Boso has confirmed that he accepts the nomination and is willing to serve in this role if elected.

In addition, the Committee notes that a Treasurer nomination will be required for the 2026 officer slate. The Nominating Committee will proceed with identifying and vetting a candidate in accordance with the Bylaws and will report back to the Board as that process advances.

Respectfully submitted,
Steve Pietropaolo, MS, P.E., CFEI, DFE, F.NAFE
Chair, Nominating Committee
National Academy of Forensic Engineers

BANK SIGNATORIES

NATIONAL
ACADEMY OF
FORENSIC
ENGINEERS

1266 W Paces Ferry Rd NW
Atlanta, GA 30327

Tel: 404-268-0802
Fax: 404-841-6327

Board Resolution: Change in Bank Account Signatories
Resolution No.: 2026-01
Date Adopted: January 16, 2026
Meeting Type: Duly called meeting of the Board of Directors
Location: Winter Conference, New Orleans, Louisiana

WHEREAS

1. The National Academy of Forensic Engineers ("NAFE" or the "Academy") maintains one or more deposit and transaction accounts with JPMorgan Chase Bank, N.A. ("Chase Bank"); and
2. The Board of Directors is responsible for the control and management of the affairs and finances of the Academy; and
3. The Board desires to update authorized banking signatories to reflect current officers of the Academy and maintain appropriate internal controls; and
4. Under the Bylaws of the Academy, the President is authorized to sign documents and negotiable instruments on behalf of the Academy, and the Treasurer has custody of Academy funds and disbursement authority;

NOW, THEREFORE, BE IT RESOLVED

1. **Removal of Former Signatory**. The Board of Directors hereby removes Arthur Edward Schwartz from all NAFE accounts and banking services held at Chase Bank, including but not limited to any authority to:
   - sign checks or drafts;
   - initiate ACH, wire, or electronic transactions;
   - withdraw or transfer funds;
   - access online or treasury management systems;
   - open, modify, or close accounts; or
   - otherwise act as an authorized signer or agent of the Academy.
2. **Removal of Former Signatory.** The Board of Directors hereby removes former president Michael Aitken from all NAFE accounts and banking services held at Chase Bank, including but not limited to any authority to:
   - sign checks or drafts;
   - initiate ACH, wire, or electronic transactions;
   - withdraw or transfer funds;
   - access online or treasury management systems;
   - open, modify, or close accounts; or
   - otherwise act as an authorized signer or agent of the Academy.
3. **Addition of President as Authorized Signatory.** The Board of Directors hereby appoints Tonya Koob Marking, President of the National Academy of Forensic Engineers, as an authorized signatory on all NAFE accounts maintained at Chase Bank, with authority consistent with her office.

4. **Revocation of Access.** The Board directs Chase Bank to immediately revoke all signer authority and all forms of account access for Arthur Edward Schwartz and Michael Aitken, effective January 16, 2026.
5. **Authority to Implement.** The President and Treasurer acting individually or jointly, are authorized to execute any documents, certifications, or signature cards required by Chase Bank to implement this resolution and to take any actions necessary to carry out its intent.
6. **Certification.** The Secretary of the Academy is authorized to certify this resolution as a true and correct action of the Board of Directors.

CERTIFICATION

I, the undersigned, Shawn Ray Secretary of the National Academy of Forensic Engineers, hereby certify that the foregoing resolution was duly adopted by the Board of Directors at its meeting held on January 16, 2026, during the NAFE Winter Conference in New Orleans, Louisiana, and that it remains in full force and effect.

Secretary Name: Shawn Ray
Signature: ______________________________
Date: ________________

President Name: Tonya Koob Marking
Signature: ______________________________
Date: ________________

NAFE1

NATIONAL
ACADEMY OF
FORENSIC
ENGINEERS

Proposed Resolution

NATIONAL ACADEMY OF FORENSIC ENGINEERS (NAFE)
BOARD OF DIRECTORS RESOLUTION
Title: Delegation of Moderator Authority for NAFE1 Rule Enforcement
Date: [Insert meeting date]
Resolution No.: [Optional]

WHEREAS

1. NAFE1 is an official NAFE email discussion forum intended for educational and technical information exchange, governed by published NAFE1 rules and operating procedures;
2. The NAFE1 rules provide that moderators have primary responsibility for system operation and "complete access," including the ability to "add, limit or prohibit participation," and that moderation concerns may be submitted to the list moderator for acknowledgment and proposed action;
3. The NAFE1 operating procedures further contemplate "immediate corrective action" by moderators and provide that persons alleged to have violated the rules will receive notice of the allegation and an opportunity to respond;
4. Referring all alleged NAFE1 violations to the Board for action has proved inefficient due to (i) the infrequency of Board meetings, (ii) limited Board familiarity with day-to-day list operations and rules, and (iii) potential conflicts of interest; and
5. The Board desires to establish a clear, prompt, fair, and conflict-aware enforcement process that preserves a right of appeal to the Board.

NOW, THEREFORE, BE IT RESOLVED

1. Delegation of Authority.
The Board hereby authorizes the NAFE1 Moderator(s) ("Moderator") to take the following enforcement actions for alleged violations of the published NAFE1 rules and operating procedures ("NAFE1 Rules"):
a) Issue an **immediate written warning** (a "Cease-and-Desist Warning") directing the member to stop the conduct at issue; and
b) If violations **continue after** issuance of a Cease-and-Desist Warning, impose a **suspension of access to NAFE1 for six (6) months** (a "Suspension").

2. Minimum Due Process Requirements.
In exercising the authority delegated in this Resolution, the Moderator shall apply the following minimum process:
a) **Notice.** The Moderator will provide written notice to the member describing (i) the conduct at issue, (ii) the specific NAFE1 Rule(s) implicated, and (iii) the proposed action (Warning or Suspension).
b) **Opportunity to Respond.** Prior to a Suspension (except as provided in Section 6, if adopted), the member will be given a reasonable opportunity to respond in writing within a stated timeframe (suggested: **7–14 days**).

c) **Confidentiality.** Any moderation communications and evidence (emails, headers, attachments) will be treated as confidential and shared only as needed for enforcement and appeal.

3. Contents of a Cease-and-Desist Warning.
A Cease-and-Desist Warning should, at minimum:
a) Identify the relevant NAFE1 Rule(s);
b) Describe the conduct and date(s) of occurrence;
c) Direct the member to cease the conduct immediately;
d) State that continued violations may result in a **six (6) month Suspension** under this Resolution; and
e) Provide a contact path for response and questions (e.g., nafe1-owner@nafe.org).

4. Suspension Notice and Scope.
A Suspension notice will:
a) State the effective date and end date of the six-month Suspension;
b) Provide a brief explanation referencing the prior Warning and continued violation(s); and
c) Explain the appeal process in Section 5.

5. Appeal to the Board of Directors.
a) A suspended member may appeal in writing to the Board within **30 days** of the Suspension notice.
b) Appeals shall be submitted to: **[Insert official Board/ED email or submission method]**.
c) The Board (or a designated disinterested committee of the Board) shall review the appeal and issue a written decision. The Board may affirm, modify, or reverse the Suspension.
d) The Board's decision on appeal is final.

6. Optional Emergency Authority (Recommended). *(Include only if you want this carve-out.)*
Notwithstanding Sections 1 and 2, the Moderator may impose an **immediate temporary suspension** (suggested: up to **14 days**) where necessary to protect the forum or members (e.g., dissemination of NAFE1 content outside the list without permission, severe personal attacks, harassment, or other urgent circumstances), with notice and an opportunity to respond provided promptly thereafter, and with the temporary suspension credited toward any later six-month Suspension if imposed.

7. Conflict of Interest / Recusal.
a) If the alleged violator is a Moderator, or a Moderator determines a reasonable perception of conflict exists (including close personal, professional, or business association), that Moderator shall recuse from the matter.
b) The non-recused Moderator shall handle the matter. If both Moderators recuse or the matter otherwise cannot be handled impartially, the **President or Executive Director** shall designate an alternate, disinterested reviewer from the Email Group Committee (or another disinterested NAFE officer) to administer the process consistent with this Resolution.

8. Documentation and Reporting.
a) The Moderator will maintain a confidential moderation log documenting: complaint received,

rules implicated, evidence, notice provided, response (if any), and action taken.
b) The Moderator will provide the Board with a **confidential quarterly summary** (counts and anonymized descriptions), and will provide underlying documentation only as needed for an appeal or Board oversight.

9. No Limitation on Existing Rules.
This Resolution is intended to clarify and operationalize enforcement consistent with the NAFE1 Rules and operating procedures, and does not waive or replace any other NAFE ethics or disciplinary processes that may be triggered by the underlying conduct.

10. Effective Date and Review.
This Resolution is effective immediately upon adoption and will be reviewed by the Board within **12 months** to confirm effectiveness, fairness, and consistency with NAFE governance.

ADOPTED by the Board of Directors of the National Academy of Forensic Engineers on **[date]** by **[vote count / unanimous consent]**.

OLD BUSINESS

NATIONAL
ACADEMY OF
FORENSIC
ENGINEERS

NEW BUSINESS

NATIONAL ACADEMY OF FORENSIC ENGINEERS

ANNOUNCEMENTS

NATIONAL
ACADEMY OF
FORENSIC
ENGINEERS

ADJOURN

NATIONAL ACADEMY OF FORENSIC ENGINEERS