



Application Package for Candidates to ASPE Board of Directors

American Society of Plumbing Engineers

6400 Shafer Court, Suite 350
Rosemont, IL 60018
(847) 296-0002 | aspe.org | info@aspe.org

Dear ASPE Member,

This Candidates Application Package should be completed in its entirety by any member who has decided to run for a position on the ASPE Society Board of Directors. This package must be submitted to the ASPE office no later than the deadline noted below to be considered as a Candidate in accordance with the Bylaws.

In addition to this Application Package, every Candidate must confirm they are currently employed in the Plumbing industry and submit a letter or provide another form of correspondence indicating approval of both family and their employer to undertake the requirements of serving as a member to the Society Board of Directors. Every Candidate must also include a current photograph in accordance with Chapter 10.16 Nominating of the P&O Manual.

The description, composition, and responsibilities of the Nominating Committee is listed in Chapter 8 of the P&O Manual. A few key points from that Chapter are as noted below:

- The list of Candidates for the Board of Directors shall include the names of any member submitting their application for consideration who meets the requirements of the Society's Bylaws.
- The Committee shall interview all Candidates to determine if they are qualified to hold the Board position they are seeking. If the Committee does not feel the Candidate is qualified to hold the position they are interested in, the Committee may recommend that the Candidate consider running for a different position.
- Based on the information gathered during the interview process of each Candidate, the Committee shall prepare the official candidate ballot which includes the names of all applicants that meet the qualifications for the position they are seeking.

The next election of Board members will take place during the ASPE Biennial Business Meeting. The information provided by the Candidates in this Application Package, the letter or correspondence indicating family approval and if possible, similar correspondence relative to employer approval, and the Official Candidate Ballot from the Nominating Committee, will help the members and Delegates make an informed decision when casting their vote during the election of the Society Board of Directors.

Thank you for your interest as a Candidate to the ASPE Board of Directors.

Sincerely,



Mitchell J. Clemente, CPD, FASPE
Nominating Committee Chair

Package must be submitted by May 16, 2022

NOTE: This Application Package will be presented to the members and Delegates exactly as submitted by the Candidate regardless of the accuracy, or legibility of the information provided. No changes or modifications of any kind will be permitted by anyone including the Candidate, Society office or the Nominating Committee once this Application Package has been submitted. It is recommended that all of the information submitted be hand written or printed legibly or typed to avoid any confusion or misunderstandings.

April 22, 2022

Mitchell Clemente
Nominating Committee Chair
ASPE

Dear Mitch,

This letter is to inform you and the Nominating Committee of my intention to run for ASPE Region 1 Director.

Attached is my statement of inclinations, application, and approval letter from my family. Since I am self-employed I do not need any approval from an employer. Please submit my application for a position on the Board of Directors, and I ask for the support of the Nominating Committee.

I look forward to hearing from you.

Regards,

A handwritten signature in black ink, appearing to read "Paul Freeman". The signature is written in a cursive, flowing style.

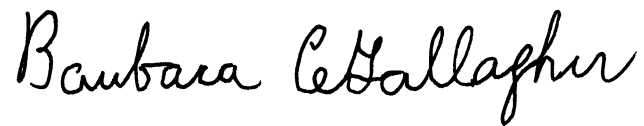
Paul Freeman

April 22, 2022

To Whom It May Concern,

I, Barbara Gallagher, along with my children support my husband, Paul Freeman with his decision to run for ASPE national Board of Directors. We fully understand that he is running for the position and are aware of the responsibilities that come with serving on the board.

Regards,

A handwritten signature in black ink that reads "Barbara Gallagher". The script is cursive and fluid, with the first letter of each word being capitalized and prominent.

Barbara Gallagher



6400 Shafer Court, Suite 350
 Rosemont, IL 60018
 (847)296-0002 | aspe.org | info@aspe.org

STATEMENT OF INCLINATIONS, INTERESTS AND AFFILIATIONS (To Help Determine Potential Sources of Bias and Conflict of Interest)

Name: Paul Freeman Telephone (day): 631-648-0577
 Telephone (evening): 631-312-6486 E-mail: freemaneng@optonline.net
 Address: 19 Belwyn Lane City: S. Setauket State: NY Zip: 11720
 Company (Employer): Freeman Engineering, PLLC Title: Owner
 Company (Employer) Product or Service: MEP Consulting Engineers ASPE Member # 23508
 Chapter Affiliation: Long Island

Preferred ASPE Board of Directors Position; if no preference please state "None": Region 1 Director

The responsibility for completing and submitting this statement of inclinations, interests and Affiliations rests solely with the individual completing this Application Package. Please reference the next page for guidelines and definitions, and submit only the information that is relevant and merits disclosure regarding:

1. All ASPE policies with respect to interest categories and as related to any bias and conflict of interest.

Instructions:

- A. Please make sure to include a cover letter of interest to the nominating committee addressed to the nominating committee chair.
- B. Include a letter or other correspondence from both your employer and family stating their approval and support of you pursuing this position. This letter is a vital piece to your application and will demonstrate that your family and employer are fully aware of the responsibilities that comes along with serving on the Society Board of Directors, and that serving on the board will require you to be away from family and your place of employment for certain periods of time.
- C. Contact the Nominating Committee Chair if you have any questions regarding the completion of this form.
- D. When this form has been completed, sign, date and return to bsmith@aspe.org. Attach additional pages if necessary and retain a copy for your records.
- E. A statement of inclinations, interests and affiliations does not prevent candidacy to the Board of Directors but is for the purpose of notifying the members and the delegates of any bias or potential bias.
- F. If there is no information to be reported, write the word "NONE" in the space provided.

If the Candidate is elected and during your period of service on the Board, any changes in information reported on this form, or any new information relevant to the question of potential bias or conflict of interest should be promptly reported to the ASPE Board of Directors and the ASPE Executive Director/CEO.

1. ORGANIZATIONAL AFFILIATIONS.

Report relevant present and past business relationships (as an employee, owner, officer, director, consultant, member, etc.) and relevant remunerated or volunteer non-business relationships (e.g., professional organizations, trade associations, code organizations, lobbying groups, public interest or civic groups, and trade magazines). Include specific activities and committee involvements.

2. PUBLIC STATEMENTS AND POSITIONS.

List relevant articles, testimony, speeches, etc. by date, title and publication (if any) in which they appeared. Provide a brief description of relevant positions of any organizations or groups with which you are or have been closely identified or associated.

Paul Freeman
 Signature

4/22/2022
 Date

Note: As a candidate for the Board of Directors, a copy of this completed form will be available to any members making a written request.

GUIDELINES AND DEFINITIONS

Bias

The question of potential sources of bias ordinarily relates to views stated or positions taken that are largely intellectually motivated or that arise from the close identification or association of an individual with a particular point of view or the positions or perspectives of a particular group. Such potential sources of bias are not disqualifying for purposes of the Board of Directors. It is necessary, however, in order to ensure that the members and the delegates are aware of potentially biasing backgrounds or professional or organizational perspectives.

Conflict of Interest

It is essential that the work of the ASPE Board of Directors not be compromised by any significant conflict of interest, or in some circumstances the significant appearance of conflict of interest, on the part of any member of the Board or anyone associated with the Board (e.g., consultants and staff). For this purpose, the term "conflict of interests" means any financial or other interest that conflicts with the service of an individual because it (1) could impair the individual's objectivity or (2) could create an unfair competitive advantage for any person or organization. The existence of a significant conflict of interest is important information to the membership and the delegates.

How conflicts of interest arise

1. The Board includes individuals with strong personal, financial, or professional interests in seeing that the Society recommend or produce a particular outcome.
2. An agency, a sponsor, or a private organization or company attempts either to influence the Board members or to skew the body of information reviewed by the Board.
3. The conflicts of interest or bias arise concerning individual points of view on especially contentious issues. For the Board of Directors, nearly all of the people of relevant competence have backgrounds of connections and experience that constitute, or can be construed by others as constituting, potential sources of bias in one direction or another. It may, therefore, be difficult to find individuals with the pertinent knowledge who have not been involved previously with an issue that will come before the Board. Such situations are resolved by the membership and the delegates by selecting a carefully balanced consensus-forming body so that all points of view can be represented.

To avoid conflicts of interest

Adhere to ASPE policies and procedures. These policies and procedures include specific questions and assessments prior to the election of officers to the ASPE Board of Directors to bring possible conflicts of interest to the attention of the membership and the delegates. Two essential parts of this process are, prior to the election of officers, completion of a short statement of inclinations, interests and affiliations that lists professional connections and indicates any positions taken in relevant public statements, and the candidate question and answer session at the biennial Convention.



6400 Shafer Court, Suite 350
 Rosemont, IL 60018
 (847)296-0002 | aspe.org | info@aspe.org

CANDIDATE APPLICATION FOR ASPE BOARD OF DIRECTORS

[Please Type or Print]

1. Education

Education Level	Name of Institution	Major/Course of Study	Years Completed	Date of Graduation	Degree
High School	Commack North		4	1984	High School
Technical School/ Institute					
College or University	SUNY Stony Brook	Mechanical Engineering	4	1994	Bachelore of Engineering
Graduate Studies or Other	Dowling College	Business	2	2000	MBA

2. Certification and Registration

A. Are you Certified In Plumbing Design (CPD)?

YES NO

B. Are you a Certified In Plumbing Design Technician (CPDT)?

YES NO

C. Do you hold the Green Plumbing Design Certificate (GPD)?

YES NO

D. Are you a Registered Engineer? YES NO

Number of States: 5

List States: New York, Tennessee, Massachusetts, Pennsylvania, Maryland

E. Other (Specify): _____

3. Professional Experience *(Include Each Position)*

Date		Employer	Title	Describe Duties/Responsibilities (e.g. design, codes, sales, etc.)
From	To			
2005	Present	Freeman Engineering, PLLC	Owner	Consulting engineer providing design of mechanical, plumbing, fire protection and electrical systems for buildings, construction administration and code review
2005	2013	SUNY Stony Brook	Mechanical Engineer	Mechanical, plumbing and fire protection design and project management
2001	2005	Emtec Consulting Engineers	Mechanical Engineer	Mechanical, plumbing and fire protection design, project management and code review
1998	2001	IJ White Systems	Project Manager	Design of spiral conveying systems for the food processing industry
1996	1998	Apollo HVAC	Project Engineer	Design and project management of HVAC systems
1994	1996	Harold Rosen Associates	Design Engineer	Mechanical, plumbing and fire protection design, project management and code review

4. ASPE History

A. Please Provide:

d. Year Joined ASPE: 2002

b. Initial Membership Grade: Full

c. Current Membership Grade: Full

B. Society Activities

a. Society (National) Offices Held

Date		Society (National) Office/Position	Position
From	To		

b. Society (National) Committees and Other Activities

Date		Name of Society (National) Committee/ Working Group or Other Activity	Society (National) Position
From	To		
2022	Present	ASPE Membership Committee	Member
2020	2020	Ran for ASPE BOD Treasurer	
2018	2018	Ran for ASPE BOD R1 Director	
2016	2016	Ran for ASPE BOD Treasurer	
2013	2015	PEDH Volume 3 Edit	Chair
2012	2012	ASPE Nominating Committee	Region 1 Representative

C. Chapter Activities:

a. Chapter Offices Held

Date		Name of Chapter	Chapter Office/Position
From	To		
2020	Present	Long Island	VP Legislative
2010	Present	Long Island	Treasurer
2018	2020	Long Island	President
2014	2018	Long Island	VP Technical
2013	2014	Long Island	VP Legislative
2010	2013	Long Island	Founding President

b. Chapter Committees and Other Activities

Date		Name of Chapter	Name of Chapter Committee or Other Activity
From	To		
2011	Present	Long Island	Golf Outing Committee Chair
2015	2015	Long Island	Region 1 President's Meeting Planning Committee
2013	2018	Long Island	Monte Carlo Night
2010	2013	Long Island	Newsletter Creator and Editor
2008	2010	Long Island	New chapter formation/coordination with national society

5. Membership and Activities in Other Societies or Associations

Society or Trade Association	Year Joined	Membership Grade	Committee/Activity	Date		Position
				From	To	
ASHRAE	2010	Full				
NFPA	2013	Engage Member				
NYWEA	2021	Member				

6. Technical Interest Areas (e.g., system design, equipment selection, specification preparation, codes, etc.)

For most of my career I have been involved with design and project management of HVAC, plumbing, and fire protection systems. For the last 15 years I have owned an MEP consulting company. I have since gained experience with bookkeeping, customer relations, personnel management and continuing to stay up to date within my profession. Today I specialize in fire protection systems and business development.

7. General or Society Interest Areas (e.g., technical, education, legislative, membership, finances, AYP, WOA)

In April of 2022 I took the CPD exam. In the past I have run for various ASPE BOD positions. I am currently a member of the ASPE Membership Committee and continue to be active in my local chapter and ASPE Connect.

8. Honors and Awards [e.g., honorary societies, citations, awards (list ASPE's first)]

Honor or Award Received	Organization Received From	Date
Director's Award	ASPE	2012

9. Publications Authored

3

Number of Books/Manuals: _____ Number of Papers: _____ Number of Articles: _____

List up to five (5) significant publications. Attach additional list, if needed.

Title	Publisher or Publication	Date
"Additional Protection From Above", Fire Protection Systems for Houses of Worship	ASPE Plumbing Systems and Design Magazine	January 2005
"Faithful Plumbing Systems", Design of Plumbing Systems for Religious Facilities	ASPE Plumbing Systems and Design Magazine	January 2004
"Fire Suppression Systems for Specialized Applications"	ASPE Plumbing Systems and Design Magazine	May 2009

10. Patents, Registrations or Trademarks Owned

Number of Patents: _____ Number of Trademarks or Registrations: _____

Patent/Reg/TM Number	Describe Patent/Registration/Trademark	Date Issued

11. Projects

List up to five (5) significant projects. Attach additional list, if necessary.

Project Name or Description	Year Completed	Your Role in Project	Significance of Project
2017 - 2020: McDonalds Renovations, ADA compliance, Northeast Regions	over 250 completed by 2021	MEP Project Management	MEP Designs for renovations
2014 - 2020]: Zwanger Pesiri Radiology	20 locations completed	MEP Project Management	MEP Designs for Radiological offices
2019-2021: Vital Farms - St. Louis, MO	2021	Plumbing Design	Organic Egg processing facility
2020-2021: Gold Coast Studios	2021	Plumbing and Fire Sprinkler Design	Motion picture/TV studios
2013: FedEx Distribution Facility	2016	HVAC, Plumbing and Fire Sprinkler Design	Wet and Dry Fire Sprinkler design

12. Civic, Charitable and Military Service

Volunteer for Last Chance Animal Rescue - Foster and golf outing committee

13. Your answers to the following questions will help the members and delegates better understand each candidate's position and goals as they make the best possible informed decision when electing officers to the Society Board of Directors. If you need additional space, use additional sheets of paper. Reminder, however, you fill in this form (e.g., hand written, printed, typed, etc.) is how it will be presented to the members and Delegates.

13A: Why are you running for this position on the Society Board of Directors, and what makes you stand out from all the other potential Candidates?

Region 1 is the largest region, by membership, in ASPE. I want this region to continue to grow and become a strong example of members of a common organization. I am organized, energetic, entrepreneurial, self-motivated, and experienced in engineering design and business growth. When I first joined ASPE I was excited about learning anything I could from the society. I wanted to attend chapter meetings, but logistics prevented that. I was instrumental in the creation of the Long Island chapter and was the founding President. Since then I have been involved in all aspects of running a chapter and have contributed to National by joining committees, attending Symposiums and Conventions and running for Board of Directors positions. I am committed to this society and will not stop contributing my support.

13B: What do you suggest we do immediately to better the Society, and what you would do personally to accomplish this goal?

The immediate concern is member retention. I am dedicated to maintaining member's only benefits. I recently sat for the CPD exam to show my support for the society and to confirm my commitment to the plumbing and fire protection design industry.

13C: Every position on the Society Board of Directors has an effect on membership. Regardless of which position you are running for; how do you plan on retaining and growing our membership base?

For growing our membership I feel we need to reach out to the education community. Presenting and speaking to High Schools and Universities, and even Middle Schools, will help spread the word to the younger generation and give them more choices for their future. Increasing our member benefits and providing assistance where needed will help retain the members we have.

13D: ASPE is a volunteer Society. How do you plan on getting our members more involved at the Chapter and Society levels to help advance our initiatives, and support our mission statement?

As a board member of a small and struggling chapter, I know all too well the difficulties of getting our members more involved. It starts with education. Reaching out to employers and agencies and explaining the benefits of ASPE will not only help to increase membership, but it can also encourage members to be active. Understanding what it means to be a chapter board member and displaying the benefits can go a long way to recruiting help. Offering incentives is another great way to get members active on chapter boards.

13E: What types of new programs/initiatives should ASPE be developing immediately in order to reach a larger market of potential new members and industry partners?

Merging with other societies will expand the reach of ASPE. Continuing to pursue the Plumbing and Piping Exam module within the Principles and Practices exam is a must.

13F: If elected, what specific short term ideas do you have to advance the Society, and what long term plans do you have for the future of ASPE?

Create promotional events such as attending ASHRAE conference, University career/job fairs, local community job fairs, vocational school outreach and offering event attendance discounts for membership. Offer multi-year renewal discounts.

13G: Membership has increased over the past few years. With the introduction of the Women of ASPE (WOA) and ASPE Young Professionals (AYP), the Society is beginning to obtain a younger member base. What are your thoughts and ideas to increase membership to new record numbers? What are your ideas for recruiting and retaining both younger and previous members? What are your ideas for addressing the large age gap between younger and older members?

Perhaps create more groups such as: 20 year + member group, chapter officers group, and small business owners group. These groups will bring together members of different demographics and provide more socialization amongst those groups. How about a travel group? During the 20 years that I have been a member I have traveled to various chapters across ASPE including; Montreal, New Orleans, Phoenix, Baltimore, Albany, Boston and Philadelphia. Most of these travels were for conventions or symposiums, but others were for social reasons, golf outings and to attend other chapter meetings. I would encourage anyone to take a trip to another chapter and attend their meeting or golf outing.

13H: ASPE has continuously relied on the affiliate member organizations to support the Society. What are your ideas to change this and how can we get our members to help support the Society other than with dues.

Local fund raising is the backbone for any chapter. Local events could be sponsored by the National Society and used for exposure and fund raising. Some suggestions: golf outings, corn-hole tournaments, axe throwing, Monte Carlo events, 50/50 raffles, and group tickets to sports events.

13I: What should ASPE be doing for the membership that they are not currently doing?

More member benefits, more communication from National BOD, simplify new membership applications, financial aide from larger chapters to smaller chapters for assistance (create a donation from larger chapters of dues rebates to this fund)

14. Attestment of Candidates

1. As a Candidate to the Society ASPE Board of Directors, I hereby grant the American Society of Plumbing Engineers (ASPE) the non-exclusive, royalty-free rights, including nonexclusive, royalty rights in copyright, to any contributions I make to documents or material I prepared for ASPE and I understand that I acquire no rights in publication of such documents in which my contribution or other similar analogous form is used. I hereby attest that I have the authority and I am empowered to grant this copyright release.
2. If elected as a member of the ASPE Board of Directors, I understand that expenses I may incur in my official capacity as an officer of the Society shall be reimbursed in accordance with the official Society travel policies and that all such expenditures require budget authorization and must be approved in advance by the Society President and/or Executive Director/CEO.
3. I hereby attest that all information provided in the Candidate Application for ASPE Board of Directors and the Statement of Inclinations, Interest and Affiliations are true and accurate representations of my interests, affiliations and background and do not believe I have any conflict of interest that would affect my serving as an officer of, and member of the Board of, the American Society of Plumbing Engineers.

Please sign below and return to:

American Society of Plumbing Engineers
c/o Nominating Committee
6400 Shafer Court, Suite 350
Rosemont, IL 60018

(847)296-0002 | aspe.org | info@aspe.org

Paul Freeman

4/22/2022

Name (print)

Date



Signature