



2022 Election Cycle

Bryan L. Hutton - VP Education

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

May 10, 2022

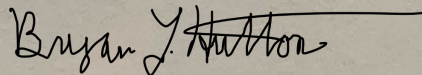
Mitchell J. Clemente, CPD, FASPE
Nominating Committee
American Society of Plumbing Engineers

Re: Society VP Education

Mitch,

It is with great honor that I would like to submit my name for a position on the Board of Directors for the American Society of Plumbing Engineers. I have the full support from my employer (Lubrizol, Cleveland, OH.), my direct manager as well as my family to pursue this next challenge in my professional career. This letter is my commitment to serve to the best of my ability with the full support of my professional and personal support system.

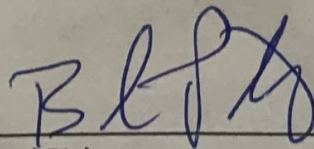
Best Regards,



Bryan L. Hutton
ASPE Board of Directors , Region 5 Director
Fmr. President of the DFW ASPE Chapter
Market Development Manager - Lubrizol

Rolanda Hutton

Rolanda Hutton, RN
Spouse



Brad Pick
Regional Manager, Central
Lubrizol

FLOWGUARD GOLD
PIPE & FITTINGS

BlazeMaster
FIRE SPRINKLER SYSTEMS

CORZAN
INDUSTRIAL SYSTEMS

TempRite

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 name 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 a slate that list at least 2 recommended individuals for each position, and this list shall be referred to as the "Recommended Slate of Officers". The Recommended Slate of Officers shall be the top-rated Candidate or Candidates for each Board position as ranked by the Nominating Committee.

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 Slate of Officers 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,

A handwritten signature in black ink, appearing to read 'Mitchell J. Clemente', with a long horizontal line extending to the right.

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.



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

Name: _____ Telephone (day): _____

Telephone (evening): _____ E- mail: _____

Address: _____ City: _____ State: _____ Zip: _____

Company (Employer): _____ Title: _____

Company (Employer) Product or Service: _____ ASPE Member # _____

Chapter Affiliation: _____

Preferred ASPE Board of Directors Position; if no preference please state "None": _____

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.

Signature

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.



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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					
Technical School/ Institute					
College or University					
Graduate Studies or Other					

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: _____
 List States: _____
- E. Other (Specify): _____

3. Professional Experience *(Include Each Position)*

Date		Employer	Title	Describe Duties/Responsibilities (e.g. design, codes, sales, etc.)
From	To			
				Process & Project Engineering. Worked for 4 business units over a 9 year period.
				Designing Piping Systems, Designing Safety Systems, Auditing Plant Safety, and
				environmental reporting. Joined the Corzan team in 2001 where I have been
				provided engineering design assist and application assessment support.
				Experience in fire protection systems, water distribution systems, chemical waste
				and delivery systems, commercial plumbing and residential plumbing.

4. ASPE History

A. Please Provide:

d. Year Joined ASPE: _____

b. Initial Membership Grade: _____

c. Current Membership Grade: _____

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		

C. Chapter Activities:

a. Chapter Offices Held

Date		Name of Chapter	Chapter Office/Position
From	To		

b. Chapter Committees and Other Activities

Date		Name of Chapter	Name of Chapter Committee or Other Activity
From	To		

5. Membership and Activities in Other Societies or Associations

Society or Trade Association	Year Joined	Membership Grade	Committee/Activity	Date		Position
				From	To	

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

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

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

Honor or Award Received	Organization Received From	Date

9. Publications Authored

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

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

_____ Name (print)	_____ Date
	
_____ Signature	

SUPPLEMENT TO BOARD OF DIRECTOR CANDIDATE INTEREST FORM

PETITION TO INSURE PLACEMENT ON BALLOT

(Complete this section only if you are nominating a candidate from the floor, or if you have missed the deadline to submit the application package and are petitioning the committee for inclusion as a candidate.)

In accordance with the ASPE Bylaws:

For all board officers the Committee shall be responsible for developing a recommended slate of officers for presentation to the membership and for election as officers by the delegates.

The Nominating Committee shall review the material for each Candidate, shall attest to the accuracy of the information provided, and shall prepare a summary biography for distribution to the membership and the delegates not later than sixty (60) days prior to the date of the election.

In accordance with the bylaws, the Nominating Committee will present to the delegates at the biennial ASPE Business Meeting. Based on the information in this Application and the interview process of each Candidate, the Committee shall prepare a slate that lists at least one recommended individual for each position, and this list will be referred to as the "Recommended Slate of Officers". The Recommended Slate of Officers shall be the top-rated Candidate or Candidates for each Board position as ranked by the Nominating Committee.

As there is no continuity provision in the ASPE Bylaws, all ASPE board members must run for re-election every two years (with the President limited to two two-year terms) if another term is desired.

The nomination bylaw also states:

Nothing in this bylaw shall exclude additional candidates being nominated from the floor during the biennial Business Meeting or petitioning the committee for inclusion as a candidate. All nominations from the floor shall require a second and a positive vote to include the candidate of at least 25 delegates; written petitions for inclusion on the official candidate ballot shall require a minimum of fifty (50) full or associate member signatures.

In order to ensure that a candidate who submits their Board of Director Candidate Interest Form is added to the ballot that the Nominating Committee submits to the delegates, this Special Petition to Insure Placement on the Ballot should be filled in and submitted along with the candidates Statement of inclinations, Interests and Affiliations Form.

THIS PETITION REQUIRES THE PRINTED NAME AND SIGNATURE OF 50 FULL OR ASSOCIATE ASPE MEMBERS IN GOOD STANDING.

PETITION TO INSURE PLACEMENT ON BALLOT

Candidate Name: _____

Candidate ASPE Membership #: _____

	ASPE Member Number	Printed ASPE Full/Associate Member Name	ASPE Member Signature	ASPE Office Validation
1	_____	_____	_____	_____
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8	_____	_____	_____	_____
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23	_____	_____	_____	_____
24	_____	_____	_____	_____

PETITION TO INSURE PLACEMENT ON BALLOT (continued)

ASPE Member Number	Printed ASPE Full/Associate Member Name	ASPE Member Signature	ASPE Office Validation
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2014 – 2020

ASPE Board of Directors Serving as Region 5 Director

- Executive Leadership Team setting the direction of Society
- Chair the Annual Report Working Group and Task Group to continue to improve annual reporting process for society chapter re-chartering process & identification of ASPE Outstanding performing members
- Consistent Contributor to updated P&O manual for smooth chapter and society operations
- Initiated Regional Monthly Communication Calls
- Initiated Changes in Convention Business Meeting increasing support for business meeting notes, by-law changes, and introduction of parliamentarian to oversee the event.
- Instituted Regional Ambassador program
- Increased Chapter Performance and Activity Levels

2010 – 2011

Provided \$1,000 in DFW ASPE Scholarship funds

- Conducted our most successful Product Show with 397 people in attendance
- Conducted Joint Seminar with Plumbing Education Foundation for plumber continuing Ed.
- Conducted Joint ASPE Meeting with Lubbock ASHRAE Chapter in May 2011
- Conducted Joint Social Sporting Clay Shoot with Dallas and Fort Worth ASHRAE Chapters
- DFW ASPE Chapter supported Society by sending 13 participants to the ASPE Convention in Philadelphia.
- We were able to maintain our attendance throughout 2010 – 2011. YTD May 2011 our average attendance combined is 63 of which 40 are engineers/designers or contractors.
- We have continued our CPD reimbursement program. To date we have reimbursed \$1500 to DFW ASPE members.
- We have maintained our fiscal responsibility to our membership by keeping our treasury strong while participating in many career development and social activities.
- We conducted our CPD preparation Class to promote the CPD Certification.
- DFW ASPE Ambassador Program. This is the first program of this type of any ASPE Chapter in the world. The ambassador program is our way of reaching out to the rural areas and creating a presence for ASPE. We are currently conducting meetings to service our current satellite chapters of Lubbock and Tulsa. Oklahoma City and Little Rock Chapters are in the process of being chartered as Satellites of the DFW Chapter.

- President – Bryan Hutton continues to work with local Constructor Education Foundation to provide the first non-metallic material training class as ASPE President. Co-instructor with Pat Willburn of CEF instructing contractors on proper installation and handling for PVC, PEX, CPVC, and Acid Waste Systems.

We have maintained a strong Plumbing Education program where we conduct 2 design classes over the course of the year. Its value is echoed by the increased attendance by a more diverse group of attendees. We are providing education to inspectors, contractors, and designers.

“Not All Plastic Plumbing Systems Perform the Same” by Bryan Hutton for Plumbing and Mechanical Contractors Association September 2010.

“FlowGuard Bendable Composite Pipe – The Bright Idea of the Month” by Bryan Hutton for Plumbing and Mechanical Contractors Association September 2010.

ASPE/ASHRAE Sporting Clay Joint Social with ASHRAE March 2011

ASPE/ASHRAE Technical Meeting Joint Technical Meeting May 2011

2009 – 2010

Provided \$3,000 in DFW ASPE Scholarship funds

- Conducted our most successful Product Show with 292 people in attendance
- We were able to maintain our attendance throughout 2009 – 2010. YTD May 2010 our average attendance combined is 89 of which 57 are engineers/designers or contractors. This is by far the highest average attendance by any ASPE Chapter in the country.

2

- **We have initiated the first ever CPD reimbursement program by an ASPE Chapter.**
- We have maintained our fiscal responsibility to our membership by keeping our treasury strong while participating in many career development and social activities.
- **We conducted our first CPD preparation Class**
- **We instituted the DFW ASPE Ambassador Program.** This is the first program of this type of any ASPE Chapter in the world. The ambassador program is our way of reaching out to the rural areas and creating a presence for ASPE. We are currently conducting meetings to service our current satellite chapters of Lubbock and Tulsa. We have added two new areas where we plan on chartering satellite chapters in early 2011 which include Oklahoma City and Little Rock.
- **President** – Bryan Hutton has worked with local Constructor Education Foundation to create the first non-metallic material training class as ASPE President. Co-instructor with Pat Willburn of CEF instructing contractors on proper installation and handling for PVC, PEX, CPVC, and Acid Waste Systems.

We have maintained a strong Plumbing Education program where we conduct 2 design classes over the course of the year. Its value is echoed by the increased attendance by a more diverse group of attendees. We are providing education to inspectors, contractors, and designers.

Bryan Hutton – President serves as At Large Member of the Texas Fire Sprinkler Contractors Association (TxFSCA).

Helping the organization with new fire sprinkler contractor training requirements and initiatives.

2008-2009

Our officers are the best in ASPE. Due to their dedication and involvement we have become the most active chapter in ASPE. We have increased our treasury, our monthly attendance, and the interest level of our organization. We provide additional resources to our members that many chapters cannot.

I am very proud of our accomplishments over the 2008-2009 ASPE calendar year.

- Provided first ever DFW ASPE Scholarship
- Conducted our most successful Product Show
- We increased our technical meeting membership average attendance. YTD May 2009 our average attendance combined is 96 of which 60 are engineers/designers or contractors. This is by far the highest average attendance by any ASPE Chapter in the country.
- We have initiated the first ever CPD reimbursement program by an ASPE Chapter.
- We have maintained our fiscal responsibility to our membership by keeping our treasury strong while participating in many career development and social activities.

We have maintained a strong Plumbing Education program where we conduct 3 design classes over the course of the year. Its value is echoed by the increased attendance by a more diverse group of attendees. We are providing education to inspectors, contractors, and designers.

2007 - 2008

Bryan Hutton has two co-authored published articles to his credit. Hospital Plumbing: Making a case for CPVC published Feb 2007 in Plumbing Engineer. "Hospital Plumbing Considerations: CPVC Viable for Potable Water Systems, Chemical Waste Drainage, & Fire Protection" published April/May 2007 edition of Healthcare Building Ideas.

Bryan Hutton List of Professional Awards and Honors as of June 2020

25 Year Service Award	June 2020	The Lubrizol Corporation
Certificate of Appreciation	January 2020	ASME Nonmetallic Pressure Piping Systems Standards Committee (NPPS)
Certificate of Completion	August 2018	The Lubrizol Corporation Aspiring Leaders
Certificate of Appreciation	May 2018	Offshore Technology Conference Volunteerism
Certificate of Appreciation	May 2017	Offshore Technology Conference Volunteerism
Certificate of Appreciation	May 2016	Offshore Technology Conference Volunteerism
20 Year Service Award	June 2015	The Lubrizol Corporation
Certificate of Appreciation	May 2015	Offshore Technology Conference Volunteerism
2014 ASPE Industry Award	October 2014	ASPE Society Award to The Lubrizol Corporation
Certificate of Appreciation	May 2014	Offshore Technology Conference Volunteerism
Special Award of Achievement	October 2012	American Society of Plumbing Engineers for commitment to the society and endless efforts to advance and promote the plumbing engineering profession.
Certificate of Gratitude	June 2012	Texas Fire Sprinkler Contractors Association Quality Piping Systems and System Costs
Certificate of Appreciation	May 2012	Offshore Technology Conference Volunteerism
Certificate of Appreciation	November 2011	Society of Naval Architects and Marine Engineers Southwest Section Outstanding presentation to technical meeting
Recognition of Service	June 2011	Recognition of Service and Accomplishment as a Member of the Board of Directors as President 2007 - 2011
Certificate of Appreciation	May 2011	Offshore Technology Conference volunteerism

Region 5 Directors Award	October 2010	For Outstanding Performance in development and fostering of Satellite Chapters and Contributions to ASPE Building Fund promoting Growth of ASPE Chapter President 2009 – 2010
Chapter Award of Merit	October 2010	American Society of Plumbing Engineers Chapter Award of Merit Chapter President 2009-2010
15 Year Service Award	June 2010	The Lubrizol Corporation
Directors Award Region 5	June 2010	American Society of Plumbing Engineers
Certificate of Appreciation	June 7, 2010	Texas State Association of Plumbing Inspectors
Certificate of Appreciation	May 2010	Plumbing, Air Conditioning and Mechanical Contractors Association
Chapter Award of Merit	October 2009	American Society of Plumbing Engineers Chapter Award of Merit Chapter President 2008-2009
Special Award of Accomplishment	October 2009	American Society of Plumbing Engineers Special Award for Best Annual Report Region 5 Chapter President 2008-2009
Certificate of Appreciation	May 2009	DFW ASPE Chapter for continued support of Advanced Plumbing Design Class Laboratory and Fire Protection Systems
Certificate of Recognition	October 2008	DFW ASPE Recognition of Superior service as a member of the 2007-2008 Board of Directors
Region 5 Directors Award	October 2008	American Society of Plumbing Engineers for outstanding performance in support of the society through its efforts and continued dedication to the high plains and Tulsa Satellite Chapters
Chapter Award of Merit	October 2008	American Society of Plumbing Engineers Chapter Award of Merit Chapter President 2007-2008
Certificate of Appreciation	April 25, 2008	DFW ASPE Chapter for continued support of Advanced Plumbing Design Class Hot and Cold-Water Design and Medical Gas Design
Certificate of Appreciation	February 1, 2008	DFW ASPE Chapter for continued support of Advanced Plumbing Design Class Laboratory and Fire Protection Systems

Certificate of Appreciation	November 2007	Houston ASPE Chapter
Certificate of Appreciation	June 2007	DFW ASPE Chapter for continued support of Basic Plumbing Design Class
Certificate of Appreciation	March 2007	DFW ASPE Chapter for continued support of Advanced Plumbing Design II
Certificate of Appreciation	June 2006	Texas State Association of Plumbing Inspectors
Certificate of Appreciation	June 2006	DFW ASPE Chapter for continued support of Basic Plumbing Design Class
Certificate of Appreciation	February 2006	Phoenix ASPE Chapter Guest Speaker
Certificate of Appreciation	September 2005	Houston ASPE Chapter Guest Speaker
10 Year Service Award	June 2005	The Lubrizol Corporation
5 Year Service Award	June 2000	The Lubrizol Corporation