

SOCIETY OF AMERICAN MILITARY ENGINEERS SEATTLE POST BOARD MEETING

MEETING MINUTES
JUNE 3, 2010

MERCURY ROOM, SEATTLE DISTRICT CORPS

MEETING OBJECTIVE: PLANNING AND COORDINATION OF POST OPERATIONS

1.0 Welcome and Opening Remarks

- May Board Meeting Minutes review and approval. **Motion to approve as posted – approved.**

2.0 Updates by Programs/Committee Chairs (briefs, actions items only)

2.1 PROGRAMS – (Nick Vlahovich)

- Meet the Chiefs coming up on 6/22 – the Post has a commitment from all Commanders or Deputy Commanders except for National Guard.
- COL Wright – to work with National Guard (COL Coffey) to get a representative and clear up situation with COL Lewis (ret).
- To date have received 50 RSVPs – announcement is on website; however, Michael Young has not sent out an email announcement yet. Nick will work with Michael to get it out today/tomorrow.
- Larry – ACEC has things all in order.
- Rob F. to stand in for Bob S. at Meet the Chiefs for installation of new board and presentation of scholarships.
- Scholarship Awardees – Nick to coordinate with John S. regarding who will be attending.
- July 2010 – Puget Sound Restoration Program.
- Rick – requested that Terry and Nick review the 2011 schedule to ensure we are aligning with streamer criteria.
- December Social – do we still need a location? Francis is looking into it and talking to the Harbor Club regarding cost/budget issues that were experienced last year and whether we can get some kind of guarantee.
- Rick - when does Harbor Club need a commitment? Nick - usually only need a few months in advance.
- Rick - 2011 program with Navy – do we need to consider a change in venue due to capacity issues?
- Nick – Kitsap County Convention Center is probably bigger than we need. CAPT Rios – it's expensive.
- Rick – we should begin to take a look at the Convention Center just to get some data (size, costs, etc.)

2.2 PROFESSIONAL DEVELOPMENT (CDR Bautista)

- June – nothing planned.
- July – trying to firm up speaker – topic will be water/wastewater related.
- Working with Jim Boone and Dave Newkirk (Tacoma Post) – Tacoma Post doesn't have a PD person/program and the two Posts are trying to do some coordination regarding events. Coordinated events between Posts can qualify against Streamer Criteria such as the events supporting the Readiness Streamer.

2.3 TREASURER (Erik Blumhagen)

- Mike Reynolds standing in for Erik – distributed current balance sheet.
- Eric has contacted Verity re: credit card.
- Erik to send a copy of Form 990 filing extension to Rick for the Post records..
- Audit status – John S. indicated the audit will begin following the installation of new board members/positions. The results of the audit should be available for review and approval at the July Board Meeting.
- Rick - looking into obtaining a Post credit card related to the Joint Regional Conference – if certain charges can be made directly by the Post (instead of going through Meeting Visions and incurring their processing fee) there is an opportunity for significant savings.
- Marty – can we receive payment directly from others credit cards? Rick – no – the credit card would be for Post purchases/transactions only.
- COL Wright – what is volume, what are we really talking about. Rob/Marty – estimate could be savings of up to \$1,000.
- Treasurer would hold the card – similarly auditable to other accounts.
- Rick – **Motion to have Treasurer begin to investigate what is involved with regard to obtaining a Post credit card (requirements, costs, process [i.e., changing treasurer]). Motion Approved.**

2.4 CURRENT MEMBERSHIP (Rob Leet)

- Rob will be at Meet the Chiefs with applications and new member information.
- Collecting corporate logos from new sustainers (7 out of 9) – will send to Kristie Duncan.
- Rick – the Post should consider a membership drive associated with the Joint Regional Conference.

2.5 NEW AND SUSTAINER MEMBERSHIP (Kristie Dunkin)

- Kristie not in attendance.

2010 Seattle Post Luncheons and Meetings		Sustainer Firm Presentation
Tuesday, June 15, 2010	Meet the Chiefs	
Tuesday, July 20, 2010		Sparling
Tuesday, August 06, 2010	Golf Tournament	
Tuesday, September 21, 2010		Magnusson Klemencic Associates
Wednesday, October 13, 2010	Regional Conference	
Thursday, October 14, 2010	Regional Conference	
Friday, October 15, 2010	Regional Conference	
Tuesday, November 16, 2010		Saybr Contractors, Inc.
Tuesday, December 07, 2010	Social No Luncheon	

2.6 YOUNG MEMBERS (Joy Chen)

- Joy not in attendance – will send an email report. She is working with Seattle University to get them more engaged with the Post. Also working on outreach to the UW to attempt to establish a student chapter.

2.7 COMMUNICATIONS (Mary Ann Carlson)

- Mary Ann not in attendance – will be putting out newsletter soon.
- Rick – asked Rob F. and Mary Ann to look at a new newsletter format and how it might be better distributed. There has to be a more timely way of pushing information out from Committees to members.
- All Board Members - if you are assuming a new position or if there is any updated contact information please contact Mary Ann so she can update the webpage.

Committee	Chairperson	Issue
Awards/Design Excellence	Marty Boivin	Winter, Fall
Scholarships	John Souza	Winter, Summer
House	Francis Brito	None
Industry Affairs	John Butts	
Outreach	Bob Parker	Winter, Spring, Summer, Fall
Constitution/By Laws	John Callahan	Winter
Membership	Rob Leet	Winter, Spring, Summer, Fall
Nominations	Bob Sundin	Spring
Readiness	Pam Cobley	Spring, Fall
Professional Development	CDR Bautista	Winter, Spring, Summer, Fall
Programs	Nick Vlahovich	Winter, Spring, Summer, Fall
Strategic Planning	Jim Boone	Winter
Sustainers	Kristie Dunkin	Winter, Spring, Summer, Fall
Submission Deadlines: Winter: 30 January Spring: 30 April Summer: 30 July Fall: 30 October		

2.8 OUTREACH (CAPT Bob Parker)

- Bob not in attendance – looking at advertising for the Joint Regional Conference.

2.9 INDUSTRIAL AFFAIRS (John Butts)

- Nothing new – continuing to work with Nick on next year's event.

2.10 SCHOLARSHIP REPORT (John Souza)

- ROTC Merit Award selection and presentation
 - 2010 Awardees (\$750 each)
 - Cadet Marc Lamothe, Army ROTC – Check #3237
 - Cadet Olivia Gass, Air Force ROTC – Check #3238
 - Midshipman Bryan McDonough – Check #3236

- ROTC Merit Awards distributed – Rick attended and presented the awards on May 27th.
- Rick – it was a good ceremony, but limited exposure for the Post and SAME. Recommend the Post evaluate whether it wants to continue with the merit scholarship program. If so, it is recommended that guidelines are established and put in place. The Post gets very little exposure out of the event – is the Post getting good bang for the buck? John S. has a copy of similar selection criteria developed by the Portland Post. Recommend these be revised and updated for Board approval and presentation to the ROTC unit at the University of Washington. The process should be completed by the end of CY2010.
- John S. – Scholarship Committee looking into streamlining processes concerning applications – high school and post sponsored. The Board will be briefed on the changes at a future meeting.

2.11 NOMINATIONS (Bob Sundin)

- Still working on two positions: (1) Asst Secretary – Eric Tefley expressed interest - Bob to follow up. (2) Asst Treasurer – during Treasurer transition, Erik will be working closely with Mike Reynolds and will essentially serve in this role.
- Manny Bautistia would like to have someone take over Professional Development.
- COL Wright – working on Appointed Directors.

2.12 READINESS (Pam Cobley)

- Pam not in attendance – no report.

2.13 AWARDS/DESIGN EXCELLENCE AWARDS (Marty Boivin)

- Currently soliciting for awards.
- CAPT Rios and COL Wright to look into potential projects to suggest to contractors to submit.
- July 8th – pre-submittals due.
- Information on the award submittal and selection criteria is posted on the SAME Seattle Post website. <http://www.seattlesame.org/designexcellence.html>

2.14 STRATEGIC PLANNING (Jim Boone / Terry McCann)

- Terry to review 2010 and 2011 programs and alignment with SAME Strategic Plan and streamer requirements.
- Rick will distribute changes to SAME Strategic Plan – not a significant departure from what the Post currently has in place.

2.15 FIELD TRIPS (Susan Selby)

- Susan not in attendance. Still planning for a July – Brightwater Facility tour.

2.16 2010 REGIONAL EDUCATION AND TRAINING CONFERENCE (Rob Frazier)

- Website is posted for Committee review – should be fully up and running by the end of next week.
- Contacted by the International Committee at SAME HQ to assist with speakers.
- Conference venue is laid out.
- Special events are moving ahead – golf tournament, tours, Design Excellence.
- Next big task is to get speakers lined up.
- John B - several advanced booth signs up (6) – starting to sell sponsorships.

2.17 OTHER

- Golf Tournament – Scheduled for August 06th at Whispering Pines CG located on McChord AFB. Michelle Percussi is liaison for Seattle Post. Register early – typically need names 3 weeks before tournament.
- Engineering Camps: Submitted nominations for Air Force camp and SeaBees camp – nominations were accepted by National and both will be attending respective camps.

- Rick - review of SAME National Scholarship Program Guidelines. Didn't see any radical changes with Seattle process. John S. to review guidelines and report back to the Board with changes/recommendations
- SAME Proposed Use of 2009 Surplus (handouts) - \$800k of excess operating funds – considering distribution back out to the posts. Review email handout and provide any comments to Rick - needs to get them back to Bob S. Rick – excess money is from dues, should be returned to Post. COL Wright in agreement.
- Marty - a book memorial for Rod Kirkwood is being established at UW – Post has a line item to support such a commitment.
- **Rick's last meeting as Post President – well done Rick! Thanks!**

3.0 CLOSE BOARD MEETING – Bold Those in Attendance

BOARD POSITION	PERSON	ORGANIZATION	E-MAIL	PHONE
PRESIDENT	Rick Beseler,	GSA	RichardF.Beseler@gsa.gov	206.719.9007
1st VICE PRESIDENT	COL Anthony Wright	USACE	anthony.wright.col@usace.army.mil	
2nd VICE PRESIDENT	CAPT Mike Weaver	PHS	Michael.weaver@ihs.gov	206.615.2460
YOUNG MEMBER VICE PRESIDENT	Joy Chen	CH2M Hill	Joy.chen9@ch2m.com	425.802.0582
SECRETARY	Joanmarie Eggert	Kennedy/Jenks	joanmarieeggert@kennedyjenks.com	206.225.7505
ASSIST SECRETARY	Jason Strayer	TEC	jsstrayer@tecinc.com	425.453.4040
TREASURER	Erik Blumhagen	Shannon & Wilson	edb@shanwil.com	206.695.6708
ASSIST TREASURER	Scott Gaulke	Shannon & Wilson	swg@shanwil.com	206.695.6893
DIRECTOR 2009	John Souza	KTA Inc.	jsouza@ktainc.net	206.447.1430
DIRECTOR 2009	Bob Parker	Westsound BOSC	rparker@ejbfs.net	360.396.4302
DIRECTOR 2010	Martin Boivin	Shannon & Wilson	MJB@shanwil.com	206.695.6923
DIRECTOR 2010	Scott Adamek	CDM	Adameksh.cdm.com	425.453.8383
Director 2011	Rob Frazier	USACE-PPMD	robert.l.frazier@usace.army.mil	206.764.6546
Director 2011	Larry Toimil	EHS International	larryt@ehsintl.com	425.455.2959
IMMEDIATE PAST PRESIDENT	CAPT Bob Schlesinger, USN (ret.)	Michael Baker, Jr., Inc.	bschlesinger@mbakercorp.com	360.598.6802
APPOINTED DIRECTOR	CAPT Pat Rios, USN	NAVFAC NW	jorge.p.rios@navy.mil	360.396.0043
APPOINTED DIRECTOR	BUCS Eric Davis, USN	NAVFACNW	Eric.C.Davis@navy.mil	360.396.0054
COMMITTEE CHAIRS				
Design Excellence	Marty Boivin	Shannon & Wilson	mjb@shanwil.com	206.695.6080
Scholarships	John Souza	KTA Inc.	jsouza@ktainc.com	425.301.8920
House	Francis Brito	USCG	Francis.A.Brito@uscg.mil	206.220.7380
Industry Affairs	John Butts	White Shield	jbutts@whiteshield.com	253.867.6070
Outreach	Ken Valder	Cooper Zietz Engineers	kenv@coopercm.com	206.768.8500
	Capt Bob Parker, USN (ret)	Westsound BOSC	rparker@ejbfs.net	360.396.4302
Constitution/By-Laws	John Callahan		JKCallahan@q.net	206.789.6622
Membership	Rob Leet	GeoEngineers	rleet@geoengineers.com	206.239.3230
Nominations	Bob Sundin		bsundin@wolfenet.com	425.643.1553
Readiness	Pam Cobley	Roth Hill	pcobley@rothhill.com	(425) 289-7309
Prof Development	CDR Manny Bautista, USN	Collins Engineering		360.396.0247
Programs	Nick Vlahovich	Steelcase, Inc.	nvlahovi@steelcase.com	206.326.5545

Assistant Programs	Allison MacEwan	HDR	Allison.MacEwan@hdrinc.com	425.450.6310
Communications	Mary Ann Carlson	Carlson Communications	Mcarlson@carlsoncom.biz	425.736.8687
Strategic Planning	Jim Boone	CH2M Hill	Jim.Boone@CH2M.com	425.233.3415
Young Members	Joy Chen	CH2M Hill	Joy.Chen9@CH2M.com	424.802.0582
Assistant Young Members	Amanda Thornton-DeWitt	EMR	athornton@emr-inc.com	425.861.4561 ext 18
Sustainers	Kristie Dunkin	AMEC	Kristie.dunkin@amec.com	425.368.0963
Field Trips	Susan Selby	Hit the Ground Running	susanjselby@gmail.com	425.372.6041
LIASON COMMITTEES				
PSEC	Joe Souther	CDM	SoutherJT@cdm.com	425.519.8328
OTHERS	Harry Ehlers	USACE	Hearld.r.ehlers@usace.army.mil	206.764.6712
Email communications	CDR Michael Young	PHS	Michael.Young@seattlepostsam e.org	206.615.2489
Streamer Award & Eng. Camp Coordination	Terry McCann	Blumen Consulting Group	terrym@blumencg.com	425.284.5401
Education Support	Andy Hough	Skanska, USA	Andy.hough@skanskausa.com	206.726.8000
Design Excellence Committee	Michele Percussi	GHD	Michele.Percussi@ghd.com	206 838 8584