

SOCIETY OF AMERICAN MILITARY ENGINEERS SEATTLE POST BOARD MEETING

MEETING MINUTES
DECEMBER 2, 2010

MERCURY ROOM, SEATTLE DISTRICT CORPS

MEETING OBJECTIVE: PLANNING AND COORDINATION OF POST OPERATIONS

1.0 Welcome and Opening Remarks

- Review and approval of November Board Meeting Minutes – **motion to approve November Board Meeting Minutes as posted – approved.**

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

2.1 PROGRAMS – (Nick Vlahovich)

- Holiday Social was well attended. Will report cost numbers at the January Board Meeting.
- The January luncheon presentation will be "How to Build an Ark" and the speaker will be Wendy Freitag, Washington Emergency Management Division.
- Washington Department of Ecology will also provide a professional development seminar in January on Water Law.
- The Design Excellence Dinner will be held in October.
- Will provide a draft 2012 calendar of events at the January meeting.

2.2 PROFESSIONAL DEVELOPMENT (Ed Kilduff)

- Washington Department of Ecology will provide a professional development seminar in January on Water Law.

2.3 TREASURER (Mike Reynolds)

- Treasurer's report provided.
- Noted that the pending cash balance for the JPNRTEC is \$118,153.04 and is subject to final audit and disbursement, which will be discussed under that report. The Audit Committee will be the same for the conference as it is for the annual Post audit.
- Rick Beseler requested the Board approve the following motion since there is not yet have an approved 2011 budget that would normally address this line item.

"The Post Treasurer is authorized to disburse up to two thousand dollars to the 2011 Post Golf Committee for the purpose of advance funding the August 2011 golf tournament. Any advance funding provided to the 2011 Post Golf Committee will be returned to the Post from the tournament proceeds no later than the financial close out of the golf tournament". **– motion to approve the golf tournament disbursement as stated – approved.**

2.4 CURRENT MEMBERSHIP (Rob Leet)

- NTR.

2.5 NEW AND SUSTAINER MEMBERSHIP (Jim Shellooe)

- Need to add new members to the local notification list. Jim will coordinate with Michael Young.
- Will solicit sustainer presentations for the year by the next Board Meeting.

2010 Seattle Post Luncheons and Meetings	Location	Sustainer Firm Presentation
Wednesday, December 1, 2010	Social No Luncheon	
Tuesday, January 18, 2011	USACE Seattle	
Tuesday, February 15, 2011	Command Roundtable & NAVFAC NW (Kitsap Convention Center)	
Tuesday, March 15	USCG Bear Room	
April	No Luncheon	
Tuesday, May 17	Swedish Club	

2.6 YOUNG MEMBERS (Joy Chen)

- NTR.

2.7 COMMUNICATIONS (Mary Ann Carlson)

- NTR.

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	Jim Shellooe	Winter, Spring, Summer, Fall
Submission Deadlines:		
Winter: 30 January		
Spring: 30 April		
Summer: 30 July		
Fall: 30 October		

2.8 OUTREACH (Bob Parker)

- Welcome letters were signed and will be mailed.
- Merit Awards were approved last month for JBLM 446th and 555th and will be disbursed before the holidays.

2.9 INDUSTRIAL AFFAIRS (John Butts)

- The February Command Roundtable is on track. Need to arrange for the breakfast service. Commands that will be represented are USACE, NAVFAC and the USCG FD&CC PAC.

2.10 SCHOLARSHIP REPORT (John Souza)

- John report on PSE&SSF's last board meeting.
- John is still working on the revisions to the online application process, which will standardize the quality of information received from the applicants. This should make the selection process easier from an administrative point.
- Question was raised about using some of the Post funds that normally go to scholarships for education and mentoring. Discussion tabled until the January meeting.
- Determination of SAME scholarship contribution – motion to approve a \$15,000 disbursement from the luncheons, golf tournament and raffle incomes to provide scholarships for 2011 – approved.

2.11 NOMINATIONS (Bob Sundin)

- Bob and Colonel Wright are still working on naming the Appointed Directors.

2.12 READINESS (Pam Cobley/Rob Frazier)

Update from Pam via email:

- TISP Conference attendee from Tacoma Post -, JOEL D. WHEELER, SMSgt, WA ANG, 248 CEF/CEX, 194 RSW Emergency Manager.
- Still on track to meet the optional new streamer criteria.

2.13 AWARDS/DESIGN EXCELLENCE AWARDS (Marty Boivin)

- The Design Excellence Awards Banquet went very well with 223 attendees.
- The next banquet will be held in October.

2.14 STRATEGIC PLANNING (Jim Boone / Terry McCann)

Update from Terry via email:

- For the streamer submittal in January 2011, Terry still needs from each Committee Chair, a brief synopsis of accomplishments for the past year (January 2010 through December 2010). Already received a great summary from John Butts. Please send summaries to Terry by December 13th at tmccann@eaest.com.

2.15 FIELD TRIPS (Susan Selby)

- The last field trip went very well.
- Planning to tour Howard Hanson Dam in April. This will require a bus for transportation and \$2500 to pay for the bus and lunches. We may charge a nominal fee to help defray costs.
- Susan will contact Tacoma Public Utilities to gain access to their water-works during the tour.

2.16 2010 REGIONAL EDUCATION AND TRAINING CONFERENCE (Rob Frazier)

- As noted in the Treasurer's Report, the pending cash balance for the JPNRTEC is \$118,153.04 and is subject to final audit and disbursement.
- Discussion ensued about how to distribute the profits from the conference. Questions included what is the current National guidance for profit sharing with other regional Posts; how much of the profits should be added to the scholarship corpus; and what should be included in the profit numbers? Rick Beseler and Rob Frazier will analyze the various distribution schemes and present them at the next Board Meeting.
- The Conference Audit Committee will be the same for the conference as it is for the annual Post audit. The audit will be conducted in January.
- The Conference Committee is allocating \$8000 for a post-conference volunteer "thank you" event.

2.17 OTHER

By-laws Review/Question - Question surrounding Article VII, Item 2, and the issue of Post Dues. John Callahan presented a recommendation for an administrative revision that aligns our procedures with National guidance. If approved, the change will be posted on the Post web site – motion to approve the administrative change to the By-laws as presented – approved.

New Business – John Callahan proposed setting up a committee to put together care-packages for specific deployed troops. He cited numerous requests for basic necessities from various troops. He noted that the Young Members could provide support for military unit sponsorships. This effort was assigned to the Outreach Committee as an option for individual augmentee support.

3.0 CLOSE BOARD MEETING – Bold Those in Attendance

BOARD POSITION	PERSON	ORGANIZATION	E-MAIL	PHONE
PRESIDENT	COL Anthony Wright	USACE	anthony.wright.col@usace.army.mil	206.764.3690
1st VICE PRESIDENT	CAPT Pat Rios, USN	NAVFAC NW	jorge.p.rios@navy.mil	360.396.0043
2nd VICE PRESIDENT	CDR Manny Bautista, USN(ret)	Collins Engineers, Inc.	mbautista@collinsengr.com	206.276.3533
YOUNG MEMBER VICE PRESIDENT	Joy Chen	CH2M Hill	Joy.chen9@ch2m.com	425.802.0582
SECRETARY	Jason Strayer	TEC Inc.	jsstrayer@tecinc.com	425.453.4040
ASSIST SECRETARY	Eric Pefley	NuMark	eric.pefley@numarkoffice.com	425.274.7506
TREASURER	Mike Reynolds	Shannon & Wilson	msr@shanwil.com	206.632.8020
ASSIST TREASURER	Erik Blumhagen	Shannon & Wilson	edb@shanwil.com	206.695.6708
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
Director 2012	Mike Weaver	Indian Health Service	michael.weaver@ihs.gov	206.615.2460
Director 2012	Bob Galteland	Reid Middleton	bgalteland@reidmidd.com	425.741.3800
IMMEDIATE PAST PRESIDENT	Rick Beseler	GSA	RichardF.Beseler@gsa.gov	206.719.9007
APPOINTED DIRECTOR				
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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		johnebutts1@gmail.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	Happy Times	bsundin@wolfenet.com	425.643.1553
Readiness	Pam Cobley	Roth Hill	pcobley@rothhill.com	(425) 289-7309
Prof Development	Ed Kilduff	CH2M Hill	Edward.Kilduff@ch2m.com	360.472.0076
Programs	Nick Vlahovich	Steelcase, Inc.	nvlahovi@steelcase.com	206.326.5545
Assistant Programs	Allison MacEwan	HDR	Allison.MacEwan@hdrinc.com	425.450.6318

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	Jim Shellooe	AMEC	jim.shellooe@amec.com	425.985.6835
Field Trips	Susan Selby	Confluence Environmental	Susan.selby@confenv.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