

SOCIETY OF AMERICAN MILITARY ENGINEERS SEATTLE POST BOARD MEETING

MEETING MINUTES
SEPTEMBER 2, 2010

MERCURY ROOM, SEATTLE DISTRICT CORPS

MEETING OBJECTIVE: PLANNING AND COORDINATION OF POST OPERATIONS

1.0 Welcome and Opening Remarks

- Manny and CAPT Rios filled in to lead meeting.
- Review and approval of August Board Meeting Minutes – **motion to approve as posted – approved.**

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

2.1 PROGRAMS – (Nick Vlahovich)

- September program (9/21) will be a presentation by a representative from the Seattle Office of Emergency Management. Location - Swedish club. The email announcement will go out in a few days.
- October – no program due to Joint Regional Conference.
- November - UW Design and Construction - just signed agreement with Waterfront Activities Center – can accommodate up to 100.
- Francis working on Christmas social location.
- February 2011 – Command Roundtable and NAVFAC FY11 MILCON. Chamber of Commerce cannot accommodate the event due to renovations. Options appear to be Silverdale Beach Hotel or Bremerton Convention Center – Nick will come with numbers for each next month.

2.2 PROFESSIONAL DEVELOPMENT (Manny Bautista)

- No current plans for September, still trying, but unlikely.
- Nothing for October due to Regional Conference.
- Planning on having a session for November.
- Ed Kilduff (CH2M Hill) will be taking over as Committee Chair.

2.3 TREASURER (Mike Reynolds)

- Recently submitted 990EZ.
- Obtained debit card – Erik Blumhagen has control of it.
- Distributed cash flow statement.

- John Souza - audit is completed – will get distributed to the Board in the next few days.

2.4 CURRENT MEMBERSHIP (Rob Leet)

- Nothing new to report.

2.5 NEW AND SUSTAINER MEMBERSHIP (Kristie Dunkin)

- Program update – Jim Shellooe (AMEC) filling in for Kristie.

2010 Seattle Post Luncheons and Meetings		Sustainer Firm Presentation
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.

2.7 COMMUNICATIONS (Mary Ann Carlson)

- Mary Ann not in attendance.
- Committee Chairs - fall newsletter submittals due 10/30.

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 (Bob Parker)

- Bob not in attendance. The following report provided via email.
- Thoughts are to focus support (most likely in the form of scholarships and/or monetary awards) to engineering units and/or individuals involved in engineering related functions while serving. This would likely focus on the engineering units at Ft Lewis (555, Triple Nickel) and Navy (NAVFAC CEC Officers serving IA and SeaBees) and USAF (Engineering/Red Horse units). The Post would work directly with the military unit/command to identify individuals (maximum of 5) who qualify (see below) and provide a brief summary of what they did while serving in the deployed status. The Post would form a committee of three Board members who would review the nominees and make recommendations to the Board.

Eligibility:

1. Active duty or active reserve.
2. Served overseas in 2010 in a deployed status in support of contingency operations.

- Served honorably in an engineering, design, construction, facilities, infrastructure or support to same or related function.

Timeline:

Action	NLT
Contact military units	24 September
Receive input from Military units	8 October
3-person Committee meets	22 October
Report to Seattle Post Board	4 November
Make awards	1 December

Selection criteria:

TBD, but essentially those who have made the most significant contributions/impact.

- Bob Sundin – schedule might be a bit ambitious – contacting units and having them completely understand the program takes some time. Marty – agrees, it will take awhile.
- Bob G – any legal review required?
- Marty – yes, previously it had to happen to ensure SAME was a non-profit. What about budget status – recommend we determine amount of money that we have available before Bob P. moves forward.
- Motion to determine available budget and provide this information/guidance to Bob before proceeding - motion approved.

2.9 INDUSTRIAL AFFAIRS (John Butts)

- Command Roundtable scheduled for February 16, 2011. In September, will be sending out a reminder to Service Chiefs to mark their calendar.

2.10 SCHOLARSHIP REPORT (John Souza)

- Board Meeting yesterday with PSE&SSF – established calendar for next year's awards.
- Working towards establishing an on-line application form – this will set up a consistent format and will hopefully lead to more application submittals.
- Expect to roll out the on-line application in January 2011 – applications due in mid-March 2011.
- PSE&SSF contribution will remain the same for 2011 (\$10K). For planning purposes, the Committee will soon need to know what the anticipated Seattle Post contribution will be (last year it was \$15K)
- CAPT Rios – when does a decision really need to be made by? John – typically, by/at the December Board Meeting.
- Marty - there are three legs to the scholarship fund – lunch raffles, golf tournament, Design Excellence banquet – because banquet is incorporated into the conference this year, may be a bit of a challenge to keep separate, but we should really keep an eye on it. The conference is facing some financial stress, so may impact Design Excellence contribution to scholarship fund (see follow up discussion in section 2.16).
- John S – requested 15 to 20 minutes at the October Board Meeting to provide a presentation on the scholarship process.

2.11 NOMINATIONS (Bob Sundin)

- Appointed Directors – COL Wright still has two appointed director positions to fill.
- Ed Kilduff (CH2M Hill) will be taking over as Professional Development Committee Chair.

2.12 READINESS (Pam Cobley/Rob Frazier)

- Nothing new/additional to report (via email from PC).

2.13 AWARDS/DESIGN EXCELLENCE AWARDS (Marty Boivin)

- Now have 11 nominations – good enough to go with two separate categories.
- Finalists should be announced on/about 9/24.

- September 24 is also the advertising deadline for the Conference – firms would most likely want to be able to include Design Excellence status in any conference advertisements.
- Design Excellence Project review schedule: Project booklets are due September 10, then two weeks for review. Accelerating the review deadline and ability to announce finalists is dependent on the availability of judges. Mike Reynolds will contact judges to determine if review period can be shortened to accommodate advertising deadline.

2.14 STRATEGIC PLANNING (Jim Boone / Terry McCann)

- Reviewing streamer provided by Rick B. for possible updates to the SP (via email from JB).

2.15 FIELD TRIPS (Susan Selby)

- Susan not in attendance. The following update provided via email.
- Working with staff of the Polar Sea – hopes to have an update within the next week.
- Will reengage Brightwater regarding a student tour.

2.16 2010 REGIONAL EDUCATION AND TRAINING CONFERENCE (Rob Frazier)

- John Butts – sponsorships: only about half-way there with regard to sponsorships – started calls and sending additional email reminders; booths – probably only about half-way there as well – a lot of typical firms not signed up yet – need to get reminders out.
- Marty – conference success depends on selling exhibitor space – 85% of spaces must be sold just to break even.
- Bob Sundin – any activity out of Pacific Region?
- CAPT Rios – very little; in an upcoming conference call, will remind ADM Gregory and will also check with her schedule to participate as a speaker.
- CAPT Rios - ADM Mossey will be here, could be a speaker – Nick needs to talk to him.
- Bob G – we need to get the speakers confirmed and then advertise who they will be – might help with getting firms/individuals registered.
- Marty – only two people signed up for golf-tournament – could be cancelled.
- Nick – we'll need to make an announcement at the September program.
- Marty – individual registrations tend to be more “last minute” but we do need to get exhibitors lined up.
- CAPT Rios – speakers, tracks – we're behind – need to get this lined up and advertise.

2.17 OTHER

Puget Sound Engineering Council (PSEC) (Joe Souther)

Upcoming Events

- Intersociety Officers' Workshop: September 25, 10:30 to 1:30, City of Redmond Library (provided announcement handout). Recommended that the SAME Board arrange for someone to attend. Also provided notes from last year's event.
- Manny/CAPT Rios – both could most likely do it – will talk it over with COL Wright, but sure the Post can have someone there.
- Seattle University/Seattle Pacific University Mentor Night: date TBD, probably late October or early November. Seattle Post typically pretty active in this event.

Fellows Nomination

- Marty - just completed and submitted Fellows Nomination for Rick Beseler.

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 Engineering	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	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	CAPT Mike Weaver	PHS	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				
APPOINTED DIRECTOR				
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	Kristie Dunkin	AMEC	Kristie.dunkin@amec.com	425.368.0963
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