

SOCIETY OF AMERICAN MILITARY ENGINEERS SEATTLE POST BOARD MEETING

MEETING MINUTES
1 DECEMBER 2011

MERCURY ROOM, SEATTLE DISTRICT CORPS

MEETING OBJECTIVE: PLANNING AND COORDINATION OF POST OPERATIONS

The following constitutes the non-verbatim minutes of the meeting. Additions, corrections and comments to these minutes should be made to Toby Hemphill (themphill@hntb.com) no later than seven days following publication. Finalized minutes will be posted to the SAME Seattle Post web site at www.seattlesame.org/home.htm.

1.0 Welcome and Opening Remarks

- Manny Bautista provided opening remarks
- Review and approval of November meeting minutes – **motion to approve November Board Meeting Minutes as posted – motion carried**

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

2.1 PROGRAMS – (Nick Vlahovich)

- Wed, 7 Dec – no luncheon – Holiday Social – Location: Harbor Club Seattle
 - Adam Parga: Arrangements for the Holiday Social are complete
- Tue, 17 Jan – Topic: SR 99 Tunnel – Location: USACE Seattle – Speaker: HNTB
- Tue, 21 Feb – Topic: NAVFAC Design & Construction – Location: Bremerton Convention Center – Speaker: TBD
- Tue, 20 Mar – Topic: USCG Energy Innovations – Location: USCG Bear Room – Speaker: TBD
- Tue, 17 Apr – Topic: LEED Project Applications – Location: USACE Seattle – Speaker: TBD
- Nick distributed a draft program for the new Meet the Agencies event currently being planned. Group discussion of the event below.
 - FAA, Sound Transit, WSDOT/FHWA and Port of Seattle were recommended as additional agencies to include
 - APWA and ASCE were recommended as additional partners to consider
 - Speakers from each agency should be high level
 - Agencies should be prioritized by work program funding
 - Partners should be chosen based on participating agencies
 - One year lead time required to secure the venue, six months lead time required for the agencies
- Action Items:
 - Nick to continue research for new Meet the Agencies event and report additional findings at the January 2012 Board Meeting

2.2 PROFESSIONAL DEVELOPMENT (Ed Kilduff)

- Not present, no update

2.3 DESIGN EXCELLENCE (Ralph Graves)

- Marty Boivin presented a summary of the event, group discussion below
 - Little to no participation by Tacoma Post members

- Approximately \$300 will be distributed to the Tacoma Post from the event
- The Tacoma Post is going through a leadership transition and more military involvement is anticipated in 2012
- We need a liaison for the Tacoma Post that will help improve communications
- Marty Boivin and Michele Percussi attend the Tacoma Post Board Meetings on a regular basis but there is no formal liaison established
- Tony Wright suggested, and Manny agreed, to reach out to the new Tacoma Post President when he takes office in January 2012

2.4 TREASURER (Mike Reynolds)

- Mike distributed the cash flow statement
 - Golf tournament funds have been transferred
 - The regional conference account has been closed
- Mike distributed the year end statement
- Mike distributed the FY 2012 draft budget
 - If you are the chair of a committee, please review and be prepared to provide any changes at the January 2012 Board Meeting
- Mike distributed a Memorandum titled: Evaluation of Electronic Registration Alternatives
 - Three recommendations: 1) conduct survey to assess sensitivity to price increases, 2) begin a trial of web-based services for luncheons, 3) use consultant-based services for large events
 - Marty noted that the findings of the memo are consistent with previous research
 - Raffles will remain cash only
 - Michele suggested not conducting a survey, begin using web-based services immediately, and increase the consultant luncheon fee to \$30
 - **Motion to target March 2012 for implementation of Recommendations #2 and #3 with a price increase and fee distribution to be presented at the January 2012 Board Meeting – motion carried**

Electronic Registration Subcommittee		
Person	Position	Action Item
Mike Reynolds	Chair	<ul style="list-style-type: none"> ● Present the following at the January 2012 Board Meeting: Select a web-based registration service for implementation in March, recommend a luncheon price increase as well as how that increase will be distributed between registrants (consultant, military, students, etc.)
Ken Valder	Member	

Audit Subcommittee		
Person	Position	Action Item
John Souza	Chair	<ul style="list-style-type: none"> ● January 2012 audit ● John Souza to provide names of two other audit participants
TBD	Member	
TBD	Member	

2.5 CURRENT MEMBERSHIP (Rob Leet)

- Streamer requirements met, 700 total membership this year

2.6 NEW AND SUSTAINER MEMBERSHIP (Jim Shellooe)

- Streamer requirements met, 17 new sustainer members this year

2011 Seattle Post Luncheons and Meetings	Location	Sustainer Firm Presentation
Wednesday, 7 December	No luncheon – Holiday Social	N/A
Tuesday, 17 January	USACE Seattle	HNTB, Normandeau Associates
Tuesday, 21 February	Bremerton Convention Center	GHD, WEST Consultants
Tuesday, 20 March	USCG Bear Room	Brown & Caldwell, Cherokee Construction
Tuesday, 17 April	USACE Seattle	Shaw E&I, TBD
Tuesday, 15 May	Swedish Club	MAKERS Architecture, Eaton Corporation
Tuesday, 19 June	No luncheon – Meet the Chiefs	N/A
Tuesday, 17 July	USACE Seattle	RJA, Wildlands
Tuesday, 21 August	No luncheon – Golf Tournament	N/A
Tuesday, 18 September	Swedish Club	AMEC, WHPacific
Tuesday, 16 October	No luncheon – Design Excellence Dinner	N/A
Tuesday, 20 November	UW Center for Urban Horticulture	Allied Industries, Notkin Mechanical Engineers
Tuesday, 18 December	No luncheon – Holiday Social	N/A

2.7 YOUNG MEMBERS (Amanda Thornton-DeWitt)

- Amanda not present, no update

TechnoBowl Subcommittee		
Date: TBD, 2012 – Time: TBD – Location: UW School of Forest Resources		
Person	Position	Action Item
Matt Donahue	Member	<ul style="list-style-type: none"> • Need to decide on a Chair • Finalize date and time for 2012 TechnoBowl
Amanda Thornton-DeWitt	Member	
Michele Percussi	Member	
Toby Hemphill	Member	
Larry Toimil	Member	
Rick Beseler	Member	
Tara Olson	APWA contact	

2.8 COMMUNICATIONS (Mary Ann Carlson)

- DJC has published the scholarship winners
- We can send announcements to DJC for publication if they are in the correct format
 - Mary Ann will start taking advantage of the free service after the Holiday Social
- The Fall Newsletter has been distributed
- The website is up to date

Social Media Subcommittee

Person	Position	Action Item
Mary Ann Carlson	Chair	
Cogan Semler	Member	

- The social media survey has been completed
 - Average to good survey participation
 - Email and LinkedIn are the preferred method of communication
 - One way communication is preferred
 - Facebook is too personal
- The Seattle Post will utilize Twitter, LinkedIn and email

Seattle Post SAME Newsletter		
Committee	Chairperson	Issue
Awards/Design Excellence	Ralph Graves	Winter, Fall
Scholarships	John Souza	Winter, Summer
House	Adam Parga	None
Industry Affairs	Ken Valder	
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	Ed Kilduff	Winter, Spring, Summer, Fall
Programs	Nick Vlahovich	Winter, Spring, Summer, Fall
Strategic Planning	Jim Boone	Winter
Young Members	Amanda-Thornton DeWitt	
Sustainers	Jim Shellooe	Winter, Spring, Summer, Fall
Field Trips	Harry Ehlers	
Streamers	Terry McCann	Winter
Golf Tournament	Michele Percussi	
Submission Deadlines: Winter: 30 January Spring: 30 April Summer: 12 August Fall: 30 October		

2.9 OUTREACH (Bob Parker)

- Bob and Tony Wright met with University of Washington ROTC leadership on 30 November. ROTC is excited for their 40-50 engineers to begin working with the Post. The next step is to hold a ROTC Q&A session on UW campus in late January 2012. Preferred food is pizza and preferred day is Thursday. Bob needs presentation materials for the Q&A session.
- Bob distributed a Point Paper titled "SAME Seattle Post support to deployed military units for 2011"
 - Four individual nominations received (three from 864th Engineer Battalion and one from 416th Engineer Command)
 - A \$750 award for each individual nomination has been budgeted and approved by the Board
- Action Items:
 - Manny to present awards in January 2012
 - Bob to organize presentation, pizza and Q&A session for UW ROTC

2.10 INDUSTRY AFFAIRS (Ken Valder)

- Ken not present, no update

2.11 SCHOLARSHIPS (John Souza)

- Board discussion of how much to distribute from 2011 Post funds to the PSS&ESF for distribution as 2012 scholarships and/or added to the Fund's corpus
 - \$15,258 is currently available in the Education & Mentoring Fund (103 account) set aside with an additional \$5,000 available in the Operating Fund
 - Money raised in 2011 should be distributed in January 2012
 - Historically the amount distributed is the sum of the Education & Mentoring Fund and excess Operating Fund
- **Motion to move Operating Funds to the Education & Mentoring Fund to achieve a balance of \$30,000 when combined with the PSEC contribution – motion carried**
- **Motion to table discussion of transferring corpus funds until the Board can discuss ideas for using excess funds – motion carried**
- Board discussion of distribution amounts for the \$30,000 Education & Mentoring Fund
 - Post: 5 @ \$2,000 + 2 @ \$2,500 = \$15,000
 - High School: 10 @ \$1,500 = \$15,000
- **Motion to finalize the distribution amounts above – motion carried**

2.12 NOMINATIONS (Bob Sundin)

- Bob not present, no update
- Current committee openings:
 - Young Members
 - Student Post
 - Memorials
 - Industry Affairs

2.13 GOLF TOURNAMENT (Michele Percussi)

- Regular updates to resume in 2012

2.14 READINESS (Pam Cobley)

- Pam not present, no update

2.15 STRATEGIC PLANNING (Jim Boone / Terry McCann)

- Jim not present, no update
- Action items:
 - Finalize 2012 Strategic Plan so it will be in alignment with the National planning process that starts in January

2.16 FIELD TRIPS (Harry Ehlers)

- Hiram M. Chittenden Locks Tour (Ballard), Wednesday, 16 November
 - Out of 20 RSVPs for the field trip, approximately 10 people braved very cold and wet conditions to tour the locks.
 - The tour was led by Dru Butterfield, Natural Resources Manager, with technical information provided by Mike Likavec, a structural engineer working on repairs to the small lock, and Chuck Ebel, a biologist that monitors fish and wildlife at the locks.
 - Highlights of the tour included a view of the entire large lock while drained, allowing us to see the saltwater barrier and underdrain system; an update on the erosion impacts from hydraulic scour from the dam and repairs being made to the small lock's monolith; and viewing late-run salmon in the fish ladder while checking for the return of tagged fish.
- Future field trip opportunities:
 - 520 Bridge Replacement Project (target 1st quarter, 2012)

- WSDOT Pontoon Construction Facility – Grays Harbor? (target 2nd/3rd quarter, 2012)
- Alaskan Way Tunnel (target August 2012 (launching pit construction) and 3rd/4th quarter, 2013 (tunnel boring machine operation))

2.17 OTHER

- PSEC Update (Joe Souther):
 - Engineer of the year nominations will be opened to all sustaining firms in an effort to increase participation
 - The cost for an engineering fair booth is \$200 with the event to be held on 11 February 2012 at the Museum of Flight
- Engineering Camp (Rick Beseler):
 - A fourth engineering camp has been added this year for the Marine Corps

3.0 CLOSE BOARD MEETING – Bold Those in Attendance

- Motion to adjourn – motion carried

Board Position	Person	Organization	E-Mail	Phone
PRESIDENT	CDR Manny Bautista, USN (Ret.)	Collins Engineers	mbautista@collinsengr.com	206.276.3533
1st VICE PRESIDENT	CAPT John Hickey	USCG	john.j.hickey@uscg.mil	206.220.7401
2nd VICE PRESIDENT	Michele Percussi	GHD	michele.percussi@ghd.com	206.838.8584
YOUNG MEMBER VICE PRESIDENT	Amanda Thornton-DeWitt	EMR	athornton@emr-inc.com	425.742.1385
SECRETARY	Toby Hemphill	HNTB	themphill@hntb.com	425.450.2588
ASSIST SECRETARY	Steve Swope	Pacific Groundwater Group	steve@pgwg.com	206.329.0141
TREASURER	Mike Reynolds	Shannon & Wilson	msr@shanwil.com	206.632.8020
ASSIST TREASURER	Erik Blumhagen	Shannon & Wilson	edb@shanwil.com	206.695.6708
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, USPHS (Ret.)	Indian Health Service	michael.weaver@ihs.gov	206.615.2460
DIRECTOR 2012	Bob Galteland	Reid Middleton	bgalteland@reidmidd.com	425.741.3800
DIRECTOR 2013	Rick Beseler	GSA	richard.beseler@gsa.gov	206.719.9007
DIRECTOR 2013	Ken Valder	Cooper Zietz Engineers	kenv@coopercm.com	206.768.8500
IMMEDIATE PAST PRESIDENT	COL Anthony Wright (Ret.)	Normandeau Associates	awright@normandeau.com	206.498.2798
NW REGIONAL VICE PRESIDENT	Bob Schlesinger	Michael Baker Jr.	bschlesinger@mbakercorp.com	360.598.6802
APPOINTED DIRECTOR	COL Bruce Estok	USACE Seattle District	bruce.estok.col@usace.army.mil	
APPOINTED DIRECTOR	CAPT Pat Rios	NAVFAC Northwest	jorge.p.rios@navy.mil	
COMMITTEE CHAIRS				
Design Excellence	COL Ralph Graves (Ret.)	Port of Seattle	graves.r@portseattle.org	206.728.3729
Scholarships	John Souza	KTA Associates	jsouza@ktainc.net	425.301.8920

Board Position	Person	Organization	E-Mail	Phone
House	LTJG Adam Parga	USCG	adam.l.parga@uscg.mil	206.217.6572
Industry Affairs	Ken Valder	Cooper Zietz Engineers	kenv@coopercm.com	206.768.8500
Outreach	CAPT Bob Parker USN (Ret.)	Westsound BOSC	rparker@ejbfs.net	360.396.4302
Constitution/By-Laws	John Callahan	LBM	jkcallahan@q.com	206.789.6622
Membership	Rob Leet	GeoEngineers	rleet@geoengineers.com	206.239.3230
Nominations	Bob Sundin	Happy Times	bsundin@wolfenet.com	425.643.1553
Fellows	Marty Boivin	Shannon & Wilson	mjb@shanwil.com	
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	nvlahovi@steelcase.com	206.326.5545
Assistant Programs	Allison MacEwan	TetraTech	allison.macewan@tetrattech.com	206.728.9655
Communications	Mary Ann Carlson	Carlson Communications	mcarlson@carlsoncom.biz	425.736.8687
Newsletter	MaryJo Juarez	Juarez Group	juarezmj@msn.com	360.471.4269
Strategic Planning	Jim Boone	CH2M Hill	jim.boone@ch2m.com	206.784.8191
Young Members	Amanda Thornton-DeWitt	EMR	athornton@emr-inc.com	425.742.1385
Sustainers	Jim Shellooe	AMEC	jim.shellooe@amec.com	425.985.6835
Field Trips	Harry Ehlers	USACE Seattle	harald.r.ehlers@usace.army.mil	206.764.6712
	Chris Cziesla	Confluence Environmental	chriscz@confenv.com	425.372.6041
LIAISON COMMITTEES				
Email communications	CDR Michael Young	PHS	michael.young@seattlepostsame.org	206.615.2489
PSEC	Joe Souther	CDM	southerjt@cdm.com	425.519.8328
Streamer Award & Eng. Camp Coordinator	Terry McCann	EA Engineering, Science, and Technology	tmccann@eaest.com	425.284.5401
Event Support	Andy Hough	Skanska, USA	andy.hough@skanskausa.com	206.726.8000
Event Support	Amanda Thornton-DeWitt	EMR	athornton@emr-inc.com	425.861.4561 x18
Golf Tournament	Michele Percussi	GHD	michele.percussi@ghd.com	206 838 8584

Also Attending December 2011 Board Meeting: Geoff Compeau