Seattle Post Board Meeting– November 7, 2019

MEETING MINUTES

Date/Time: Thursday, November 7, 2019, at 8:10 AM
Location: 1111 3rd Avenue (3rd & Seneca), Seattle, 16th floor AECOM reception
Call-In: Dial-in 866.583.7984  Conference code 4479740

<table>
<thead>
<tr>
<th>Attended (alphabetical order)</th>
<th>* voting member</th>
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<tbody>
<tr>
<td>Kathryn Bost*</td>
<td>LCDR Sam Lee*</td>
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<td>Debra Chinn*</td>
<td>Terry McCann</td>
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<tr>
<td>Mark Corcoran</td>
<td>Tom Nichols*</td>
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<td>Bob Galteland*</td>
<td>Mark Ohlstrom*</td>
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<td>Melissa Grasso</td>
<td>Ryan Peterson*</td>
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<td>Evan Lakin</td>
<td>Caroline Roberts*</td>
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<td>John Souza</td>
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<td>Karen Sullivan</td>
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<td>Larry Toimil</td>
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<td>Nick Vlahovich</td>
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<td>Steve Woolery*</td>
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<td>Allen Wycoff</td>
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Welcome and Announcements

1. Roll call.
2. Quorum declared
3. No guests in attendance.
4. November 7th Agenda approved.
5. October 3rd Revised Meeting Minutes approved.
6. Announcements
   a. No AECOM liaison present today.
   b. Board/Committee Chair additions: Congratulations and thanks to LCDR Sam Lee who has agreed to chair the 2020 Small Business Symposium. Welcome to Mark Corcoran of Prosser, Inc., our new Golf Tournament Chair, and to Karl Himes of FourBlock who is our new Veterans Assistance Chair. Debra Chinn, 2nd Vice President, has agreed to a one-year term. CAPT Jed Boba, USCG will serve as 1st Vice President for 2020-2021.
   c. The online application process for the 2020-2021 SAME Leader Development Program (LDP) is open. Mark Ohlstrom or Dave Newkirk can assist with applications. Application deadline is December 2, 2019. [https://www.same.org/Grow-Professionally/Leader-Development-Program](https://www.same.org/Grow-Professionally/Leader-Development-Program)

Standing Reports

TREASURER (Ryan Peterson)

1. Ryan submitted the October Treasurer Report via email.
2. Since the Post is nearing the end of the fiscal year (which is the same as the calendar year), Ryan and Mark Ohlstrom requests committee chairs and event organizers email requests for next year's budgets by Friday, November 22. Let Ryan know if a breakdown of expenses and income is needed.
3. The 2020 budget will be discussed at the December 5 Board meeting.
MEETING MINUTES, NOVEMBER 2019 BOARD MEETING

MEMBERSHIP (Scott Blount)

1. Membership numbers are holding steady.
2. Scott, Jim Shellooe, and Mark Ohlstrom are contacting Sustainer firms (there are approximately 40 in the Seattle Post) to request they maximize their six allowed membership slots.
3. Larry Toimil, Nick Vlahovich, Steve Woolery, and Caroline Roberts will contact additional groups of firms (five firms each) in November and report back in December. They will then reach out to new member firms.
4. LCDR Sam Lee and a few attendees from the Kitsap Chapter want to get Art Anderson Associates more involved in S.A.M.E. Mark Ohlstrom will confirm if Art Anderson is a Sustaining firm, and then Sam, Caroline, and Ralph Field will coordinate reaching out to Art Anderson. They will also provide Mark and the Board a list of firms doing work at NAVFAC NW.

PROGRAMS (Nick Vlahovich)

1. Holiday Social, December 4, at Elysian Fields: Nick needs 3-4 sponsorships to cover costs. Pricing will be the same as last year (members - $60; non-members - $75; government/military - $30, young professionals - $30, and students - Free). Nick will coordinate with Melissa Grasso on the email announcement.
2. Meet the Agencies, January 23, 2020: Presenting agencies include the Port of Seattle, WSDOT, Sound Transit, University of Washington, PTAC, and the City of Seattle. Melissa will send an announcement out.

Annual Event Updates

GOLF TOURNAMENT (Mark Corcoran)

1. Mark Ohlstrom welcomed Mark Corcoran as the new committee chair.
2. Mark C. will contact Nancy Yee and work with her to get updated on the process.

HOLIDAY SOCIAL (Nick Vlahovich)

Discussed above. Mark Ohlstrom encouraged Post members to attend the event.

MEET THE AGENCIES (MTA) (Kevin Stoll)

Not in attendance; event discussed above.

MEET THE CHIEFS (MTC) (Allen Wycoff)

1. Allen reported on the planning efforts to date with Dave Newkirk, Terry Hosaka (Portland Post President), Adam Boubede (Tacoma Post President) and Clair Inslee with ACEC. The June 16, 2020 event is planned as a day-long event with an Ice Breaker event the night before.
2. **Hotel Venue:** The Hotel Murano in Tacoma is the proposed new venue. Currently, the hotel is requiring an advance guarantee of 45 rooms. This may be a difficult goal to reach. Allen will follow up with the hotel to ask if they can reduce or eliminate the room-hold commitment, and what the overall cost impact will be. The hotel’s concierge will help with event planning.
3. **ACEC Participation**: Nick Vlahovich requested clarification of ACEC’s involvement in the event. Mark Ohlstrom said he spoke with ACEC and it was determined that with the change in venue, increased costs, and a shift of revenue to three Posts, ACEC elected to not be directly involved with the event. However, they will help promote it among their membership. Mark said that ACEC saw the event becoming more of a S.A.M.E. effort and not the joint Seattle Post/ACEC event it was in the past. Since ACEC’s focus is lobbying and business, and with the location now in Tacoma rather than across from their office in Bellevue, and the increased risk of guaranteed income, ACEC made the business decision to reduce their involvement in the event next year.

5. **Three-Post Involvement**: The Portland and Tacoma posts will need to actively promote this MTC event to engage their membership and increase attendance. Since this is a one-time special event, the objective is to reach a wider audience and not necessarily focus on making a profit. A discussion is planned with the Tacoma and Portland about how revenues and losses will be split based on the attendance of each Post.

4. **Centennial Celebration**: The MTC event is not planned to be the Seattle Post’s main Centennial event; however, it will be an opportunity to promote the year-long Centennial Celebration. The Seattle Post’s 2020 Projects of Excellence program is being planned as our primary Centennial event.

5. Mark Ohlstrom asked Allen and the committee to investigate getting other federal agencies involved in the MTC, such as the US Bureau of Reclamation, Bureau of Indian Affairs, and/or other federal agencies with northwest region offices.

**PROJECTS OF EXCELLENCE AWARDS BANQUET (John Hickey, Ralph Field)**

1. John and Ralph are not in attendance. Mark Ohlstrom extended thanks to those who attended. Final numbers for the event are not yet available.

2. Next year’s Projects of Excellence is planned to be the Post’s Centennial Celebration event.

**SMALL BUSINESS SYMPOSIUM (SBS) (LCDR Sam Lee)**

1. The SBS date is confirmed for April 27-28, 2020. Manny Bautista and Julie Erickson will assist Sam with reviewing costs and the venue contract prior to signing.

**TECHNO BOWL (LT Matty Haith)**

Not in attendance.

**VETERAN ASSISTANCE PROGRAM (Karl Himes)**

1. The October Veterans luncheon had a strong veteran turnout. The Mayor of Tukwila, Allan Ekberg, and Leon Richardson – King County Department of Community & Human Services - King County Veterans Program attended. Mark Ohlstrom reviewed the event’s program and budget and the importance of getting vets involved.

2. Aaron Quinonez, Operation Pop Smoke, was the key speaker. Operation Pop Smoke is an organization focused on suicide prevention and developing an app for vets to use if they need assistance. The military term “Pop Smoke” means to send up a signal indicating you need help. Statistics say that we lose 22 vets every day through suicide. The Pop Smoke app will be launched on Veterans Day, November 11, 2019, with a minimal cost for vets.
Committee Updates

CENTENNIAL CELEBRATION (Julie Erickson, Manny Bautista)

1. Julie and Manny not in attendance. The next Board meeting will have a longer discussion on planning efforts. As stated earlier, the Projects of Excellence program will be planned as the Post’s Centennial Celebration.

2. Mark Ohlstrom brought a sample Centennial Coin and coin designs to the meeting. He will email the sample designs, and requests feedback on potential designs for our coin. The goal is to have coins that we can continue to use for events after the Centennial ends.

COMMUNICATIONS (Melissa Grasso)

1. Melissa requests that the new committee chairs send her their contact information.

2. She will be emailing announcements soon for upcoming programs. Send her your announcements by Wednesday, November 10, 2013, to be included.

3. We need someone to pick up mail more frequently. Ralph Field and Caroline Roberts are picking up mail occasionally, and would like to have a volunteer to check it more regularly.

COMMUNITY OUTREACH (Erik Van Buskirk, Brian Blevins)

Not in attendance.

EMERGENCY PREPAREDNESS (Andrew Park, Matt Veenstra)

1. Andy Park said there was no update at this time.


3. Mark and Nick Vlahovich suggested having a presentation on this topic every November since the annual “Great Washington ShakeOut” earthquake drill occurs in October and November is typically the start of the winter flood season.

ENERGY AND SUSTAINABILITY (Wendy Oresik)

Not in attendance.

ENGINEERING & CONSTRUCTION CAMPS (Terry McCann)

1. Terry emailed that he had nothing new to report for Engineering & Construction Camp committee.
FIELD TRIPS (New Chair needed)

1. Evan Lakin announced that he has taken a new position in San Diego and will be leaving the Seattle Post. He is looking for a replacement to serve as committee chair.

2. He is planning the next field trip on the Sound Transit East Link project in spring 2020, although he is checking to see if we can get a special tour prior to spring.

KITSAP CHAPTER (LCDR Sam Lee, Julie Erickson, Manny Bautista)

1. Sam sent an email to the Board reporting on the successful kick-off meeting of the Kitsap Chapter on October 22. He attached a group photo at the event.

2. The photo was posted in the October 2019 online issue of RealTiME along with his tweet about the event, which was selected as the issue’s “Tweet of the Month!” [Link](https://samenews.org/real-time-newsletter/)

3. The Chapter’s next meeting is planned for January.

MEMBERSHIP – RETENTION AND NEW (Scott Blount)

Scott, Jim Shellooe, and Matty Haith not in attendance

MEMBERSHIP – SUSTAINER FIRMS (Jim Shellooe)

Jim, Scott Blount, and Matty Haith not in attendance

MEMBERSHIP - YOUNG MEMBERS (LT Matty Haith)

Matty, Scott Blount, and Jim Shellooe not in attendance

NOMINATIONS (Larry Toimil)

1. New committee chairs were announced at the beginning of this meeting.

2. Larry is continuing to work on filling spots for next year’s Board.

PROFESSIONAL DEVELOPMENT (Wendy Oresik)

Not in attendance

SCHOLARSHIPS (John Souza)

1. John presented his annual briefing on the Society of American Military Engineers (SAME) and Puget Sound Engineering and Science Scholarship Fund (PSE&SSF). Emailed and printed copies of his presentation are available. A brief summary of his presentation is below; refer to his presentation for more details.

   a. John has been the Post’s scholarship chair for seven years and he is also a Board member of PSE&SSF, a 501(c )(3) organization that protects the profits of invested funds from past years to provide scholarships to high school and college students pursuing STEM careers. SAME members are welcome to attend PSE&SSF board meetings.
b. In 2019, over $30,000 was offered in scholarships and he received over 60 applications. There were new scholarship opportunities available as sustainer and member firms offered company-sponsored scholarships directed to college students.

c. Scholarship funding is based on a five-year cycle to keep the investment growing. Each year has seen an increase in dollars donated by PSE&SSF and the Seattle Post and he hopes that continues for 2020.

d. He expects to receive a $10,500 allocation from PSE&SSF and approximately $20,000 from the Seattle Post for the 2020 campaign.

e. In January 2020, he will begin to advertise to high schools and Post members the type and number of scholarships available. Scholarship applications will be due in early April 2020, and awards will be made in May 2020.

2. Mark Ohlstrom thanked John for reviewing the scholarship program.

SMALL BUSINESS COMMITTEE (LCDR Sam Lee)

The SBS was discussed above.

STEM (Mary Ann Carlson)

Not in attendance

STRATEGIC PLANNING AND STREAMER AWARDS (Terry McCann)

Terry emailed that he had nothing new to report for the Strategic Planning and the Engineering & Construction Camp committee.

UW STUDENT CHAPTER (TBD – Chair needed)

No report.

VETERAN ASSISTANCE (Karl Himes)

1. It was announced earlier that Karl Himes of FourBlock is our new Veterans Assistance Chair.

OTHER BUSINESS

1. Mark Ohlstrom reminded the Board about the upcoming S.A.M.E. Small Business Conference in Dallas, Texas, November 20 -22, and wished everyone a Happy Thanksgiving.

END OF MEETING MINUTES