



SAME Executive Committee Meeting Notes

1230, Monday, March 16, 2020

Attended			
Buddy Barnes	Mike Darrow	Mark Handley	Tony Higdon
Dave Howe	Bob Keyser	Sharon Krock	Cynthia Lincicome
Victoria Mechtly	Charlie Perham	Hal Rosen*	Heather Wishart-Smith
Neal Wright	Joe Schroedel*	Ann McLeod*	Stephen Karl*
Eddie Gonzalez*	Jill Murphy*	Will Hoffman*	Kathy Off*
Did Not Attend			
Craig Crotteau*	Marv Fisher	Amanda Jones	Rich Khalil*
Miro Kurka			

*Non-voting

COVID-19

Joe Schroedel, Executive Director, gave an update on how the National Office is dealing with COVID-19 and associated restrictions. He will publish a communication plan for the office which includes a weekly Director’s meeting. Buddy Barnes mentioned that the National Leadership Team will also meet weekly (after the Director’s meeting) to keep everybody informed. The National Office has begun JETC alternative planning – a decision will be made mid-April.

Call to Order: 1238 hrs

A quorum was established. Buddy Barnes, SAME President and chair of the XC, called the meeting to order.

Streamer Point Concept

The XC approved the Streamer Point Concept (Encl 1-2). There was discussion about a few tasks that seemed redundant and some objectives that had too few streamer tasks – the National Office will address. Evaluation will move from the National Office to the National BOD with specifics being presented in May. There was discussion about the volume of work for BOD, however, the implementation plan will also include measures to minimize review work (simplified form, quarterly review, Strategic review teams).

Strategic Alignment Task Forces

The XC approved the establishment of two task forces (Encls 3-4) with the change in title to be Strategic Alignment COI and Strategic Alignment Post/Region Task Forces as requested by Buddy Barnes and Heather Wishart-Smith. Heather stated that these task forces are to focus on alignment with the Strategic Plan and are not an assessment of Posts, Regions, or COIs. She also noted that she and Buddy would like to establish a Succession Planning Task Force to focus on Society-wide succession planning. All of these task forces will be comprised of board members.

Foundation Update

Hal Rosen gave the XC an update on the Foundation. Four new BOD members joined the Foundation at the Jan. 30 transition board meeting. Foundation requests BOD approval of new bylaw changes (main change is terms (from two to three years). The Foundation intends to start fundraising; they will hire a development manager soon (after operations and finances have normalized from COVID-19).

New Treasurer

The XC approved the addition of Allison Ingram, former Finance and Chief Operations Officer, as the new National Board of Direction Treasurer. She will assume the position at the fall BOD meeting (Small Business Conference).

May BOD Agenda

The XC approved the May BOD Agenda (Encl 5) with the addition of the XD Contract Review and Foundation Bylaws changes. There was discussion about the length allotted for the RVP/Post Assessment and COI Reports. XC members noted that reports are provided in advance, but that the National Officers that report on them, only report by exception.

Executive Director Contract Renewal

The XC agreed to move the Executive Director Contract Renewal decision to the BOD meeting in May.

Adjourn: 1415 hrs.



BG Joseph Schroedel, P.E., F.SAME, USA (Ret.)
Executive Director

- Encl 1: Strategic Plan Streamer Evaluation
- Encl 2: DRAFT Streamer Points
- Encl 3: Post/Region Task Force Proposal
- Encl 4: COI Task Force Proposal
- Encl 5: May BOD Agenda
- Encl 6: XD Renewal Letter

ENCLOSURE 1

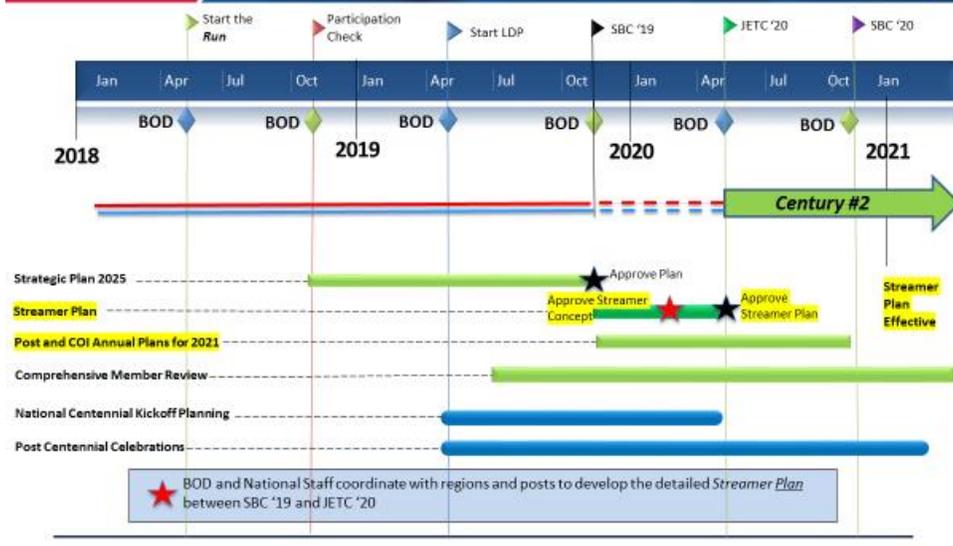


Recommendation:

That the Executive Committee Approve the Streamer Concept to enable completion of the detailed Streamer Plan prior to the May 2020 BOD.

NOTE: The major planning tasks are:

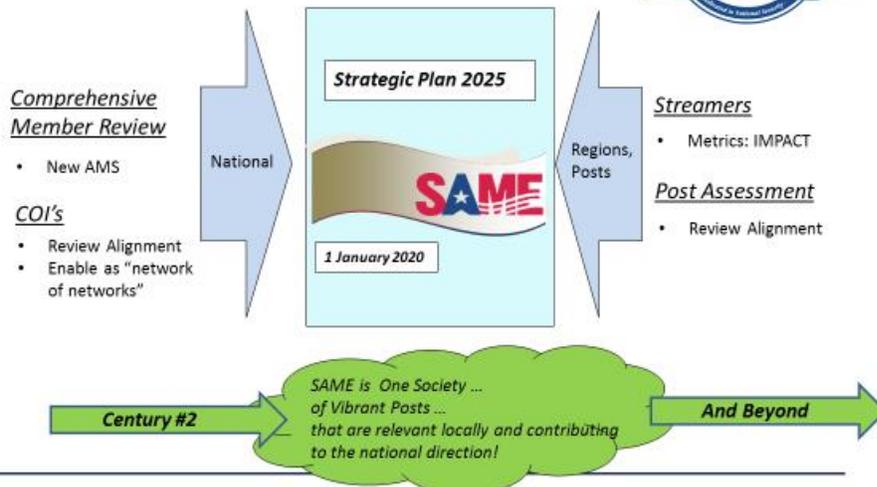
- Complete Final points system (task value, total points, who approves alternate tasks) – Draft is complete
- Finalize online Post Annual Report submission process



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- There is ONE STREAMER that supports all Strategic Plan goals and the needs of the local community.
- Streamer design changes every 5 years with the change in strategic plan.
- The Membership Streamer as a stand alone streamer is eliminated.
- To earn the streamer, Posts must:
 - Complete at least one task supporting IGE (Goal 1).
 - Earn total points by accomplishing their tasks of their choosing from all goals.
 - Large Posts – 1700 points required
 - Medium Posts – 1000 points required
 - Small Posts – 600 points required
 - RVPs review post plans for subsequent year, approve alternate tasks and identify any major national support requirements before the November BOD. The intent is for RVPs to play an active role in supporting Post plans and to provide the opportunity for the National Office to consider the Region and Post resource needs as part of the National Office annual planning process (priorities, manning, budget, etc).
- Point values are based on IMPACT and encourage the desired Post behavior and contributions to the Society's achievement of the 2025 Strategic Plan (i.e. greater impact = higher task point value)
- Suggested tasks are listed under every goal; each assigned a point value. Posts are not limited to just suggested tasks. They can suggest "alternative" tasks for consideration (RVP approves task; BOD Team assigns point value).
- Suggested Tasks (after vetting during last three months):
 - IGE: 13
 - Resilient Communities: 11
 - Leader Development: 17
 - STEM: 23
 - Preparing Veterans: 21

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Administration:

- Operational and Administrative (O&A) tasks are submitted via the Annual Report
 - National office will review Annual Report submissions to confirm if the O&A tasks have been completed
 - Posts that have met all O&A tasks will be eligible for streamer evaluation.
 - The Post Annual Report is automated and streamlined. Intent is for Posts to enter completion of their Plan as it is accomplished, thus eliminating Streamer submissions at year end and saving volunteer time. Points are assigned by the BOD as the plan is accomplished to allow Posts to track their progress. Celebration of Post accomplishments (ie photos, etc) should be submitted at the time of execution to TME or some other communications means.
- Administrative and Operational Tasks include:
 - Submit Post Annual Report (complete with Financial Report, audit confirmation, etc).
 - Send one member to the Post Leader Workshop (or participate in webinar with RVP approval) and use material obtained.
 - Support the SAME Annual Meeting (JETC).
 - Grow membership and actively participate in onboarding, recruitment and retention activities.

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Evaluation:

- Streamer Evaluation is led by the BOD, supported by volunteer members
- "Top Post" designation is eliminated...competing against Strategic Plan, not each other!
- "Distinguished Post" designation is accomplished by a Post that exceeds the point total AND earns points from all Strategic Plan goals.
- In development:
 - Final points system (task value, total points)
 - Online Annual Report submission process
- ***Note:** In Feb 2022, after the initial streamer evaluation is complete (for 2021), a sensitivity analysis will be conducted to insure the point values and total points accomplished the intent. If adjustments are considered appropriate, the BOD will be notified for deliberation prior to finalizing the evaluation.

1 March:

- Post Annual Reports finalized (input data throughout the year)
- Financial audits confirmed (National Office Audit begins in March each year)
- National Office confirms completion of Operational and Administrative tasks
- BOD Teams confirm streamers and Distinguished Post

May (JETC BOD):

- Annual Report Video roll out
- New Elected Directors assigned to a Strategic Plan Goal Teams
- Post Awards General Session: Posts recognized for previous year efforts

July:

- Written Society Annual Report to Members in TME (based on Post Annual Reports, etc)

August:

- XC National Governance and Management Review (PLW)

November (SBC BOD):

- Strategic Plan Progress Assessments (IMPACT)
- Guidance to National Office (budget considerations, etc)
- RVPs report to BOD: confirmation of Post Plans for next FY (with resource needs; alternate tasks they approved)

Complete	Develop tasks for each goal developed by Strategic Planning Task Force. Identify who needs to vet tasks.
Complete	Send draft plan with tasks to select reviewers to ask for their input and to put tasks in impact order.
Complete	Vet tasks – through RVPs, COI's and Posts. Ask what's missing and add as appropriate.
Approved	Feb 14, 2020 – BOD decision on tasks.
Completed	Distribute draft plan with system administration and metrics to RVPs, Posts.
In-process	Begin to develop weighting of each task – higher impact tasks = higher weight. Review tasks that may require additional explanation/guidance and develop guidance and conduct sensitivity analysis.
In-process	Begin process of determining operational tasks for Part B Annual Report as part of Streamers. Determine reporting mechanics for Part A) Streamers and Part B) Operational Annual Report.
March 16, 2020	XC Briefing of plan concept and progress; Approval of Concept
In-process	Begin Developing online reporting system (website).
May 8, 2020	Send read ahead to BOD for final approval at JETC2020.
May 26, 2020	BOD Approval
July 30, 2020	Complete testing of online reporting system.
August 2020	Introduce at PLW – assist Posts with developing 2021 plans in line with Strategic Plan 2025 and Streamers.
Sept 2020 through Dec 2021	Additional Post training (webinars, written guidance)
SBC 2020 BOD	RVP reporting on Post plans and impacts based on new tasks
Jan 2021	New online submission site open – we encourage routine input by Posts throughout the year
Mar 2022	Input for Streamers, Annual report due and Conduct Sensitivity Analysis of Points System

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Recommendation:

That the Executive Committee Approve the Streamer Concept to enable completion of the detailed Streamer Plan prior to the May 2020 BOD.

NOTE: The major planning tasks are:

- Complete Final points system (task value, total points, who approves alternate tasks) – Draft is complete
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ENCLOSURE 2 (DRAFT)

2025 SAME Strategic Plan – Streamers Tasks

Large Posts – 1700 points
Medium Posts – 1000 points
Small Posts – 600 points

Goal 1: Strengthen Industry-Government Engagement

Lead efforts to foster communication and build relationships among military, public, private, academic, and professional organizations; further collaboration to identify issues and develop solutions in support of national security.

Objective 1

Ensure SAME’s Industry-Government Engagement Plan promotes multidisciplined industry-government collaboration and adds value to shared efforts to improve America’s infrastructure, with the Society recognized by all stakeholders as the platform for industry-government engagement.

Suggested Post Tasks:

Tasks	Points
<ul style="list-style-type: none"> • Conduct Industry-Government Engagement Workshops with key stakeholders to identify issues, collaborate on solutions, and document progress. Categories can include but are not limited to: Policy/Law; Capacity (skilled labor); Project Delivery Best Practices, Business Practice; Capability (professional expertise, technology); Warfighting; Resilience; small business; market research; cyber security; and knowledge management. • Conduct Roundtable Discussion to identify potential issues • Document IGE Workshop with complete details: Topic/Date Participating agencies/organizations Outcomes/Impact Follow up conducted/needed 	250
<ul style="list-style-type: none"> • Identify new local touchpoints to key stakeholders within local, state, and federal government entities to determine how the Post can serve those entities. <ul style="list-style-type: none"> ○ Meet with state, regional and/or local government to educate on how SAME can serve the community (could include: Dept of Public Works; City/County Engineer; Transportation/Transit Authority; Emergency Services; Environmental Services; Port Authority) ○ Meet with area military to educate how SAME can serve the installation. ○ Establish a student chapter with local college/university. Arrange for seminars/briefings at local college/university displaying strengths of national security A/E/C industry and emphasizing future career paths. 	200

<ul style="list-style-type: none"> • Conduct local Joint Table-Top Exercises (TTX) to stimulate collaboration among government and civilian engineers and planners on locally relevant infrastructure challenges. Include federal, state, or local agencies and strategic partners, as appropriate. 	150
<ul style="list-style-type: none"> • Host an Industry Days/Government Briefings/Small Business events. 	100
<ul style="list-style-type: none"> • Provide relevant industry best practices and professional development opportunities for government and uniform members. 	100

Objective 2

Develop Strategic Partnerships to identify focus areas, challenges, opportunities, and potential solutions, integrating mutual expertise to achieve greater results.

Suggested Post Tasks:

<ul style="list-style-type: none"> • Identify, establish and nurture strategic and organizational partners at local, state, and regional levels and determine how the Post can collaborate with those entities and execute two partnering/joint programs. (Examples include: ASCE, CMAA, NSPE, DBIA etc.) Annually review strategic partnerships for impact, value, reciprocity, and strategic significance and outcomes of partnerships. Identify opportunities for new partnerships within existing goals 	200
<ul style="list-style-type: none"> • In addition to face-to-face meetings, use webinars and other technology to develop and sustain collaborative relationships. 	100

Objective 3

Ensure SAME’s Communities of Interest serve Posts and national entities as subject matter experts, leveraging the Society’s broad technical diversity to advance knowledge, standards, and best practices.

Suggested Post Tasks:

<ul style="list-style-type: none"> • Utilize COIs to identify topics and subject matter experts to support Post level technical events: <ul style="list-style-type: none"> ○ IGE, Workshops, Seminars, Webinars, Conferences, Table Top Exercises 	50
<ul style="list-style-type: none"> • Ensure Post members are serving on COI Steering Committees and serving as liaisons to the Post 	50

Objective 4

Develop a portfolio of professional communications to inform, educate and reinforce SAME’s impact to the nation; provide a repository of industry-government engagement efforts, tools, and lessons learned on the SAME national website.

Suggested Post Tasks:

<ul style="list-style-type: none"> • Promote progress of Post IGE Workshops through their conclusion by preparing and submitting articles documenting updates in TME, RealTiME, COI communications, Post communications, social media and on the IGE web page. 	50
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Objective 5

Promote inclusion of stakeholder interests at the Post, regional, and national levels through meetings, workshops, symposiums, and conferences.

Suggested Post Tasks:

• Develop IGE programming to meet the needs of the Post or region consistent with the IGE goal.	100
• Survey members to find out interests, issues and demographics	25
• Ensure Post leadership reflects the diverse demographics, professions and practices that match the Post membership.	25

Goal 2: Build and Sustain Resilient Communities

Lead efforts to prepare communities to absorb, recover, and adapt from natural and man-made threats; fortify our nation's resolve directly where people work and live.

Objective 1

Leverage local, regional, national, and international partnerships to educate and train members and stakeholders on infrastructure risks, mitigation efforts, and joint response strategies to natural and man-made events.

Suggested Post Tasks:

• Hold infrastructure resilience specific training sessions and IGE Workshops.	200
• Conduct or participate in emergency management resilience exercise.	150
• Develop relationships with regional/local government and suggest ways that SAME can serve them.	100

Objective 2

Utilize SAME's multidisciplinary network to connect and educate stakeholders on new and existing technologies and to develop solutions to problems across critical infrastructure sectors.

Suggested Post Tasks:

• Hold Resilience Technology Industry Day, Roundtable, Post Meeting or webinar	150
• Utilize access to technology demonstration programs or other means of technical exchange addressing efficiency, sustainability, and resilience including but not limited to: the Environmental Security Technology Certification Program (ESTCP, OSD) and the GSA Proving Ground (GPG) and several DOE programs.	100
• Hold joint resilience meetings or sessions with other professional organizations or SAME Strategic Partners	100
• Utilize the SAME Resilience COI as subject matter experts for presentations, roundtables or webinar programs.	50

Objective 3

Promote partnerships and collaboration supporting the needs of military installations in pursuit of mission assurance and readiness (such as energy, water, and cyber security).

Suggested Post Tasks:

• Locate and share success stories with Post members and SAME National from DoD installations, government and industry that have implemented cyber programs impacting infrastructure and industrial controls systems (Risk Management Framework).	50
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Objective 4

Utilize SAME's national relationships and local Posts to furnish vertical collaboration between all levels of government and private business.

Suggested Post Tasks:

<ul style="list-style-type: none">• Look for opportunities to problem solve from the local agency level up. Identify issues that needlessly hinder collaboration in resiliency (i.e. FEMA's ability to work with local government during disasters)	100
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Objective 5

Lead collaboration to advocate for streamlined acquisition and implementation of resilience solutions.

Suggested Post Tasks:

<ul style="list-style-type: none">• Conduct or participate in Table Top Exercises at the Post/Regional level to stimulate collaboration among military and civilian engineers and planners on locally relevant infrastructure challenges.	200
<ul style="list-style-type: none">• Enable discussions with federal agency and/or local government leaders and organizations dealing with the real impacts of sea level rise, extreme flooding, wild fires, mudslides or other natural disasters.	150

Goal 3: Develop Leaders for the Profession

Lead efforts to enhance leadership development and cultivate talent necessary to address the nation's grand challenges; ensure the enduring stewardship of the A/E/C profession.

Objective 1

Execute leader development programs at the Post, regional, and national levels and ensure their long-term viability.

Suggested Post Tasks:

<ul style="list-style-type: none">• Support the National Leader Development Program (LDP) and link to post leader mentoring and development programs, by nominating at least one person from the Post, to the Region for the National LDP class.	100
<ul style="list-style-type: none">• Develop a Post Leadership Program, where Post Board of Directors gain knowledge and understanding of the Post's Standard Operating Procedures and/or Post's Programs Operational success.	100
<ul style="list-style-type: none">• Execute at least one leadership focused event each year. Utilize the Leader Development Program curriculum guidance as a resource (presentations, taped events, etc.) and scale to the size of the post	50

Objective 2

Promote a structured SAME mentoring continuum, highlighting growth and leadership opportunities for members at all levels.

Suggested Post Tasks:

<ul style="list-style-type: none">• Build leadership pathways to achieve return on investment (sponsorships vs scholarships, stipends, Fellow designations) that impact the Post Leadership each year.	50
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<ul style="list-style-type: none"> Develop mentorship avenues for Fellows and senior Post members to remain engaged by providing their experience in leadership development of SAME Post members. 	50
<ul style="list-style-type: none"> Develop mentorship program where larger Posts integrate and help enhance smaller Post leadership within the Post's membership. 	50
<ul style="list-style-type: none"> Profile what a ready A/E/C leader looks like and how to communicate qualifications across the A/E/C industry (government, industry, academic and business). Share profile(s) with Post membership and National office. 	25

Objective 3

Support and promote the SAME Foundation in fostering engineering leadership.

Suggested Post Tasks:

<ul style="list-style-type: none"> Provide support to core SAME program areas of the STEM Pipeline from K-12, Camps, College Outreach and Young Members and transitions between each level. Support can be as a camp mentor, recruiter, or any level of support as defined by the post. 	50
<ul style="list-style-type: none"> Inform and educate Post members of benefits of supporting the SAME Foundation for leadership development. 	25

Objective 4

Increase participation and partnerships with academic institutions and college students at the Post, regional, and national levels.

Suggested Post Tasks:

<ul style="list-style-type: none"> Establish at least one local college or university contact and conduct one event with the school. 	100
<ul style="list-style-type: none"> Establish and formalize relationships with colleges and universities that support the A/E/C and related disciplines. Document meeting attendance by college student/student chapter members. 	100
<ul style="list-style-type: none"> Establish relationships with ROTC and JROTC programs at colleges, universities and high schools. 	50

Objective 5

Utilize SAME Fellows to assist Posts in building engagement, identifying and developing volunteer leaders and establishing succession plans.

Suggested Post Tasks:

<ul style="list-style-type: none"> Have a Fellows POC on the BOD 	25
<ul style="list-style-type: none"> Have a Fellow(s) assist another Post without a Fellow in leader development 	25
<ul style="list-style-type: none"> Reach out to another Post with Fellows to collaborate if your Post does not have a Fellow for assistance in developing new leaders. 	25
<ul style="list-style-type: none"> Include Fellow(s) in leading or actively sharing leadership development responsibilities for the BOD succession planning in developing new leaders. 	25
<ul style="list-style-type: none"> Include Fellows in helping to recruiting new volunteer leaders 	25

Goal 4: Enrich the STEM Pipeline for the Nation

Lead efforts to inspire, encourage, and enable youth to pursue STEM careers; help develop the technical capacity our nation needs to remain globally competitive.

Objective 1

Become a leader in STEM initiatives by leveraging national partnerships and connecting with locally relevant organizations focused on advancing STEM.

Suggested Post Level Tasks:

• Organize and execute or sponsor and participate in a STEM competition or activity at the K-12 level	100
• Sponsor, support or mentor a STEM student or team at the K-12 level (i.e. robotics; mini-grand challenges)	50
• Actively participate in a local, regional or national STEM program, event or competition.	50

Objective 2

Grow student members of the Society through K-12 outreach, scholarships, camp sponsorships, and engagement of college students.

Suggested Post Level Tasks:

• Develop a local SAME STEM camp (i.e. week-long day camp, overnight camp, single day camp)	150
• Develop a local camp or STEM Day with a strategic partner or other organization.	150
• Sponsor a camper.	100
• Award a high school STEM scholarship for post- secondary education (college/university or technical/trade school)	100
• Develop a relationship(s) with local K-12 school to support STEM related activities (science fair, STEM guest speakers, field trips etc.)	75
• Sponsor other types of STEM outreach events such as "bring a student to work day", speak/present to a classroom about the industry during Engineers Week, invite student group(s) to tour a project site.	75
• Invite camp alumni back to a Post meeting or event to talk about their experience.	50
• Encourage camp participants to apply for Post and/or national scholarship opportunities.	25
• Sponsor or participate in college/university STEM or STEM career related event.	25

Objective 3

Grow participation in existing, and create new, Post and national STEM camps and initiatives; develop programs to motivate members to serve as camp mentors.

Suggested Post Level Tasks:

• Participate in a local STEM camp with a strategic partner or other organization. (i.e. weeklong day camp, overnight camp, single day camp)	100
• Sponsor a Post member(s), Student Chapter member(s) to serve as SAME national or local STEM camp mentor or camp staff member.	100
• Develop a program for mentoring scholarship recipients, camp alumni and any other students engaged with the Post to encourage their interest in STEM careers.	75

<ul style="list-style-type: none"> • Invite camp mentors back to a Post meeting or event to talk about their experience. 	75
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Objective 4

Align students with mentors to enhance learning and long-term commitment that leads them into STEM professions.

Suggested Post Level Tasks:

<ul style="list-style-type: none"> • Assign a mentor to scholarship recipients during the school year with follow up on their program of study either in person or by phone, email or video. 	50
<ul style="list-style-type: none"> • Ensure scholarship recipients are SAME student members of the Post or student chapter. 	25
<ul style="list-style-type: none"> • Encourage SAME student members attending colleges/universities with SAME Student Chapters to join those chapters. 	25
<ul style="list-style-type: none"> • Develop student “mentorship” program with other Posts for students who go to school away from their home Post to provide additional support during the school year. 	25

Objective 5

Enhance college outreach by collaborating nationally to help define the effective and unique role of SAME Student Chapters.

Suggested Post Level Tasks:

<ul style="list-style-type: none"> • Establish a new SAME student chapter and/or nurture an existing student chapter. 	150
<ul style="list-style-type: none"> • Promote the Virtual Student Chapter to all student members and student chapters. 	100
<ul style="list-style-type: none"> • Establish relationships with faculty and students at local schools, including community colleges, technical/vocational schools, colleges and universities with relevant STEM programs. 	75
<ul style="list-style-type: none"> • Establish a Post POC to the College Outreach COI. 	25

Goal 5: Prepare Servicemembers and Veterans for the A/E/C Industry

Lead efforts to fully integrate military and government members into the A/E/C industry; support training, credentialing, and networking initiatives that build, maintain, and translate skills to meet current and future needs.

Objective 1

Provide technical and joint training, integration of industry best practices, and networking opportunities to service members at the Post, regional, and national levels.

Suggested Post Tasks:

<ul style="list-style-type: none"> • Augment existing local government training with industry perspectives and best practices. 	150
<ul style="list-style-type: none"> • Conduct joint technical training for industry, military and government personnel when appropriate. 	150
<ul style="list-style-type: none"> • Conduct training for military members that enhances wartime mission; document training (PDHs, schedule, other). 	150
<ul style="list-style-type: none"> • Integrate into local Military Transitioning Assistance Programs. 	100

Objective 2

Provide servicemembers and veterans access to the full spectrum of credentialing for licensed professionals, skilled labor certifications, and other A/E/C qualifications.

Suggested Post Tasks:

• Utilize scholarship funds to support credentialing and training of service-members.	150
• Co-host, participate or sponsor joint meetings and events with other SAME strategic partners supporting military with PDH programs.	100
• Communicate National-level credentialing resources with Post members and <i>potential members</i> .	50
• Host or sponsor effective credentialing program(s) or courses for veterans.	50

Objective 3

Sponsor leader development, networking, mentoring, and job fair opportunities for transitioning servicemembers that connect them to Trade Labor Unions, industry organizations, and other professional resources.

Suggested Post Tasks:

• Develop mentoring transition program for military personnel; share program details with the National office.	200
• Participate in an established mentoring transition program for military personnel.	150
• Develop tutoring and/or study-group program for those seeking credentialing support.	100
• Established local Warrior (Veteran) Transition Program with local installation) to prepare Veterans for post-military career. Share program information and success stories with the National office.	100
• Sponsor or participate in an established Veteran Transition Program(s) at local installation(s).	75
• Co-host local networking events and/or job fairs with strategic partners.	75
• Host a resume writing/review or mock interview program for transitioning personnel.	50
• Include opportunities at industry days and small business events that can include recruitment opportunities.	50
• Sponsor or co-host an event or program with Trade Labor Unions to connect transitioning service-members with opportunities in the construction, asset management industries, or related industry.	50

Objective 4

Enable success for veterans by eliminating barriers to participation and by partnering with organizations that promote the entirety of veteran well-being.

Suggested Post Tasks:

• Leverage local and national relationships with organizations and strategic partners that specialize in veteran well-being; providing opportunities for veterans.	100
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<ul style="list-style-type: none"> • Include family when appropriate, to enable service-members to achieve their mission and career goals without losing valuable time with family. (i.e.: social events) 	50
<ul style="list-style-type: none"> • Participate with local and national organizations that support veteran and their family's well-being. 	25

Objective 5

Operationalize the Post sponsorship model, where SAME Posts coordinate to welcome servicemembers/civilians and their families upon transitioning to new locations.

Suggested Post Tasks:

<ul style="list-style-type: none"> • Collaborate with other Posts on 'transferring' any members who move to another location with a SAME Post. (i.e.: PCS, job changes, etc.) 	200
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ENCLOSURE 3



Proposed Scope of Work Region and Post TF

Given: Strategic Plan 2025
RVP and National Office Post assessments (Nov, 2019)

TF Scope:

Assess the overall region and post structure to support SAME active membership and the potential to deliver the impact envisioned in Strategic Plan 2025. Consider the long term. (Our structure grew up tied to military installations. Is that relevant today or should we consider aligning in some other fashion ... state, etc. Houston is a good test case.)

Review lessons learned from the recent reinvigoration of posts (minimum: Central Virginia, Mid Maryland, others?).

Assess the effectiveness of current procedures for closing posts; does it and should it consider impacts beyond just the post in question?

Review the effectiveness of Region and Post succession planning procedures.

Assess the effectiveness of the regional governance and management structure (AOF regional rep, deputy RVP, need for regional Young Member rep, adequacy of national support for RVPs, communications support, adequacy of periodic calls, accountability, etc).

Assess the effectiveness of the Post governance and management structure and the Post operations manual.

Review the requirement to implement Affiliate Post Agreements (Post officer liability). Consider the Phoenix Post embezzlement case.

Review the requirement for a volunteer accountability protocol.

Review effectiveness of Foundation Post Funds Policy.

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ENCLOSURE 4



Proposed COI TF Scope of Work

Given: Committee and Council TF results.
Strategic Plan 2025

TF Scope:

Assess the implementation of the new COI steering committees and the Draft COI Operations Manual.

Assess COI deliverables to support national office extension mission (call for presentation review, webinar development, etc).

Assess the requirements (internal COI and national office support) to fully operationalize (in working order) COI's as extensions of the national office.

Assess the requirements to support and invigorate the "hub of the network of networks" concept of the wider community of Interest role of COI's.

Review alignment of COIs with Strategic Plan 2025 goals.

Review alignment of COIs within each goal to determine potential streamlining by consolidating.

Review the effectiveness of succession planning procedures.

Review the manner in which COIs are held accountable.

Review the requirement for a volunteer accountability protocol.

ENCLOSURE 5

TIME	AGENDA	RESPONSIBLE
1200 – 1230	Arrivals, buffet lunch	
1230 - 1235	Call to Order, Welcome	Buddy Barnes
Formal BOD Meeting – Standard Update Reports		
1235 – 1250	National Office / National Office Relocation	Joe Schroedel
1250 – 1255	Finances	Will Hoffman
1255 – 1345	Membership / Streamer Proposal / 2025 Strategic Plan Next Steps	Joe Schroedel/ Ann McLeod
1345 – 1355	Centennial Commission	Cindy Lincicome
1355 – 1405	AOF	Neal Wright
1405 – 1415	Foundation	Hal Rosen
1415 - 1435	RVP Report / Post Assessments	Mark Handley
1435 – 1500	COI Reports	Mark Handley/Heather Wishart-Smith/Bob Keyser
1500 – 1515	Post Assessment Task Force & COI Task Force Proposal	Joe Schroedel
1515 - 1530	Break	
1530 – 1600	Consent Agenda & Discussion	Joe Schroedel
	BOD Meeting Minutes (Nov)	
	XC Meeting Minutes (Dec - Budget)	
	XC Meeting Minutes (Mar)	
	Foundation Meeting Minutes (Nov & Mar)	
	Foundation Bylaws Changes	
	Streamer Proposal	
	Post & COI Assessment Task Forces	
	2020-2021 Executive Committee	
	2020 National Election Results	
	XD Contract Renewal	Buddy Barnes
Direction		
1600 – 1615	President’s Closing (Review Actions and Direction)	Joe Schroedel & Buddy Barnes
1615 – 1700	Recognize Outgoing Board Members	Joe Schroedel & Buddy Barnes
1700 – 1715	President-Elect Remarks	Heather Wishart-Smith
Dinner		
1830 – 2100	Board Dinner	

ENCLOSURE 6



Society of American Military Engineers

Dedicated to National Security - Since 1920

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EXECUTIVE DIRECTOR
DRS. GEN. JOSEPH SCHROEDEL, P.E., F.SAME, USA (Ret.)

24 February 2020

LTC Wendell L. "Buddy" Barnes
President, SAME
607 Prince Street
Alexandria, VA 22314

SUBJECT: Request for Renewal of Contract as Executive Director, SAME

Buddy,

I respectfully request renewal of my contract to continue serving SAME as the Executive Director. My current contract is valid through 4 August 2020.

I am in perfect health and remain "all in" to continue the momentum that we have established over the past 6 years to create "One Society of vibrant Posts that are relevant locally and contributing to the national direction". I am also fully committed to running the business of SAME in accordance with the highest standards, including leading my team in the service of our members and stakeholders, all to produce lasting results.

In addition to the approved national office priorities in support of the strategic plan, my approved FY 2020 performance objectives and the myriad of other initiatives we have going, I am especially enthusiastic about the opportunity to relocate the national office to improve our staff's working environment and hence our productivity; sell the Century House to leverage the return on our members' 40 year old investment for the benefit of today's members; generate unity of effort across SAME as we help Posts use Strategic Plan 2025 to develop more relevant and inspiring local plans; complete our Centennial Plan and generate irreversible momentum in the engagement of members as we focus on members.

Further, I consider it a great privilege to serve our volunteer national leaders as we work to institutionalize the servant role of the Executive Director. I also remain committed to my current compensation philosophy of no raises or bonuses; I am privileged to be serving and I prefer to retain the financial flexibility to compensate my staff.

Thanks for your consideration.

Deeds Not Words!

Joseph Schroedel
BG, P.E., F.SAME, USA (Ret.)
Executive Director

*Keep me in the
game, Coach!*