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July 25th, 2022

MEMORANDUM FOR SAME MEMBERS

FROM: San Antonio Post Secretary

SUBJECT: Post Board Meeting Minutes, June 30th, 2022, Zoom Meeting

Board Members present are in BOLD:

President	Mr. Joshua Graham
Vice President	Mr. Zakary Payne
Past President	Mr. David Pratt
Secretary	Mrs. Sarah Fowlkes
Assistant Secretary	Mrs. Cathy Bond
Treasurer	Mr. Sam Hutchins
Assistant Treasurer	Mrs. Diane Glass
Industry Gov. Engagement Director	Col. John Baker
Service Mem. & Veteran Supp. Director	Mr. Dave Yang
Service Mem. & Veteran Supp. Coord.	Mr. Mike Monreal
Service Mem. & Veteran Trans. Coord.	Mr. Marcus Henneke
Leadership & Mentoring Director	Ms. Don Gleason
Fellows Director	Mr. Glen Turney
Resilience Director	Mrs. Miyong Squire
Young Professional Director	Ms. Amanda Navarro
Individual Member Director	Mr. Ed von Dran
Sustaining Member Director	Mrs. Michele Torres
Military Enlisted Affairs Liaison	SSgt. Brittany Kennedy-Smith
K-12/STEM Outreach Coordinator	Mr. Harold Eberbach
College Outreach Coordinator	Mr. Roger Clarke
SAME E&C Camp Coordinator	Capt. Varsha Savalia
STEM & College Outreach Director	Mr. Patrick Suermann
UT Student Chapter Mentor	Mr. Rick Galloway
UT Student Chapter Mentor Assistant	Ms. Lily Cartwright
UTSA Student Chapter Mentor	Mr. Terry Watkins
Texas A&M Student Chapter Mentor	Mr. John German
Scholarship Director	Mrs. Diane Glass
Small Business Coordinator	Mr. Rene Cortez
I-WEPTAC Coordinator	Ms. Bonnie Hopke
Golf Committee Chair	Mr. Michael Beach
Leadership Lab (LLAB) Co-Director	Mr. Don Gleason
LLAB Co-Director	VACANT
Social Media Coordinator	Mrs. Amy Shirlberg
Newsletter Editor	Mr. Dick Kochanek
Website Manager	Mr. Dick Kochanek
Awards Committee Chair	Mr. Dick Kochanek
Holiday Celebration Chair	Ms. Hilda Quinones

1. Any revisions to May 26 Post Board meeting minutes at <http://www.same.org/Get-Connected/Find-a-Post/San-Antonio/Leadership/Meeting-Minutes?>

No changes- APPROVED as written.

2. Finances/Budget:

- *Attachment 1* is the 2022 Budget Data Report as of Jun 19.
- Sam provided volunteers access to the data for the annual Post financial audit.

Dick pointed out that we took a hit on investments due to the stock market changes. He also pointed out that SAME is starting a new billing/payment system that Sam is registering for and that this is how membership payments will be processed from now on. Sam will get notifications when payments come in and there is also a way for National to bill us. Zak inquired about the expenses regarding the SAME Camps happening, but Dick wasn't entirely sure if the data was completely up to date or if there's a slight difference due to reimbursement checks. It was also noted that the audit is occurring and will be completed in July.

3. Leadership & Mentoring - There are numerous opportunities to enhance your leadership skills as SAME embraces Strategic Plan Goal 3:

- San Antonio Leadership Lab – Looking for twelve nominees/candidates from San Antonio companies and government by July 2022:
 - This will be the 12th year of the longest running SAME leadership program, let's keep it going
 - Please scour your organizations for your developing leaders and encourage (push) them to join.
 - It takes a push to get people out of their comfort zone, but that is where growth occurs.
 - Link to Leadership Lab application at Post website.
- TX LDP – Looking for three nominees/candidates from San Antonio and Field Chapters by August 2022:
 - The three Posts in the Texas Region are developing an LDP program which will run Jan – Dec 2023.
 - It will mirror the SAME National LDP, with a few tweaks still being worked out.
 - Plan is to be virtual unless an opportunity for an in-person meeting develops (maybe at JETC)
- SAME Leadership Development Program (LDP) 2023-24 program – nomination period Oct – 5 Dec 2023:
 - SAME LDP is gaining great momentum with three classes complete and the fourth underway.
 - The energy at JETC was amazing as leaders are supporting each other and growing in amazing ways just ask them, push them – that's how our leaders encouraged us, and few of us regret it as we look back.
 - Join the effort, grow your skills and be a leader in your organization and SAME.
- San Antonio Mentoring Program:
 - There is no reason to grow, learn and develop on your own - successful people learn from others.

- There are mentor and mentee applications on the SAME SATX website.
- Encourage your members to reach out in areas they want to grow, personal and professional
- Contact Don Gleason, our San Antonio Leadership and Mentoring Director, at DGleason2009@hotmail.com or 210-216-0965 for information on any opportunity.

Don briefed on the notes provided in the agenda and the leadership opportunities that are coming up and is encouraging the board to reach out to people and to apply for these programs regardless of company size and experience. Zak asked about the mentoring program and Don stated he currently has one application that he is looking to match with a mentor but that most come from the scholarship winners since its required as part of winning a scholarship. John German stated that he currently serves as a mentor for a scholarship winner but has noticed, over time, it's hard to maintain a relationship due to busy schedules. Mike Monreal stated he continues to maintain contact with the Texas Tech Post scholarship winner he mentors. Don stated that it may help by setting a plan/expectation up front to help meet goals, to maintain the relationship, and to keep it focused on professional development. Glen agrees with what has been said and realizes every person and matching is different but that regardless, it should be a beneficial learning experience. Overall, the board agrees that it is worth the effort and time to continue making these matches and relationships.

4. STEM Outreach:

- Currently we have 4 volunteers (Harold Eberbach, Jennifer Kilbourn, Dick Kochanek and Bill Myers) signed up to support the SA BEST Robotics Competition. Post provided a \$1,000 sponsorship of event. Dick and/or Harold are also attending robot competition planning committee meetings at SWRI.
- E&C Camps:
 - When SAME Summer E&C Camps finish, we need to plan to get a short update from the sponsored student(s) and mentor(s) about their Camp experience at one the remaining Post meetings for the year for the Strategic Plan Post Tasks. We also should try to get an update for a meeting from our TAMU College of Architecture academic organization member on the Camp ARCH program

Approve/Disapprove Aaron Cantu's travel to be mentor at 2nd SAME Camp (USAFA) - \$1,310.70.

Dick let the board know that we now have 5 volunteers supporting SA BEST Robotics competition; Dick is still looking for more volunteers to support this event that starts in August, but that the actual competition takes place at the end of October. Dick said that Aaron Cantu, a scholarship winner at UTSA, volunteered to be a mentor at a Air Force SAME Camp and also got accepted to mentor at USAFA SAME Camp and is asking the board for reimbursement for travel to/from the second camp, which was \$1,310.70. Terry motions to approve the reimbursement, John German seconds; no one is opposed so the motion passes unanimously.

5. Post Meetings:

- Results from the Jun 23 Post meeting:
 - 45 attendees
 - 50 RSVPs and then 2 last minute cancellations. Refunds of \$26.61 (pre-paid reservation minus the processing fees) were issued to those that cancelled

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- 2 walk-ins
- 8 YP-Enlisted RSVPs; 5 attended
- Guarantee was 49 to caterer; net result was a loss of -\$13.89.
 - Loss due to comp speaker meal and number of YP-enlisted RSVPs
 - Meal cost is \$26.39/person. Pre-paid reservation nets us \$26.61, but reduced price YP-Enlisted reservation nets us only \$21.90. Walk-ins/Pay-at-Door individuals net the most revenue (\$30 for cash payers or \$28/\$29 for PayPal/Square credit card payers) but do require extra processing steps/time to support.
- Attendees that Dick spoke with had positive comments about the location, environment, and food, but the comments could have been swayed because they are so happy to be back to in-person meetings.
- Need to decide how we want to proceed with Post meetings for the rest of the year.
 - For sure we need at minimum an in-person meal for Sep when it is our turn to host the joint Post-CMAA meeting on Professional Ethics.
 - We could also consider an Aug and Nov in-person meeting and possibly a July meeting at a Field Chapter location.
 - Aggie Park does not appear to be an option for Post meetings. It was one large room, and the minimum rental fee is \$1,500 for a Monday-Thursday event. Price increase from Friday-Sunday event. If we wanted to hold the Holiday Celebration on Monday-Friday, the location might be an option.

Dick stated that we can go back to having a “pay at the door” option to potentially increase attendance and revenue; he is also suggesting moving some of the YP budget to cover expenses of the YPs for these meetings if needed. Dick will move forward getting dates set for meetings in August, September, and November. Zak asked the board if we wanted to move back to in-person meetings for board meeting or if we wanted to continue virtually; Zak even mentioned, as a compromise, have quarterly in-person meetings and keeping the rest virtual. Dick suggested using the HEB Central Market Community room that isn’t open yet, but Dick is in contact with them. Glen agrees to having quarterly board meetings be in-person while keeping the others virtual to maintain board member attendance. Overall, the board agrees to host some board meetings in-person. Amy mentioned that we can make in-person events hybrid for those who cannot attend. Zak decided that we will move forward with having quarterly in-person hybrid meetings and keeping the others virtual. Zak suggests presenting a schedule at the next board meeting of meetings that we potentially have in-person pending HEB opening the room and accepting reservations. Following the meeting Dick locked in August 18, September 22 (scheduled joint meetings with CMAA) and November 17 for Post meeting dates at the San Francisco Steakhouse.

6. Field Chapters:

- Discuss ideas on how to better manage existing and new Field Chapters. Austin FC Leader virtual meeting Jul 5

Zak stated that there have been discussions happening regarding field chapters and keeping them involved and is suggesting creating a position on the board that manages/supports the various chapters. Bonnie suggested that we could invite the field chapter president to join a monthly board meeting to give updates on how the chapter is doing and can let the board know how we can better support them. Miyoung stated that someone

from Corpus at the Navy reached out about wanting to start a field chapter; Mike Monreal stated that there are at least 10 people interested in starting this field chapter and are working through the steps to get them established. Mike also stated that he can be the main POC for this and Miyoung will support. Eric Wilbur had also discussed field chapter support with Cathy Bond, and she indicated she could also help. Bonnie suggests adding the FC presidents to the BOD mailing list so that they can join and be involved; she also suggested adding the student chapter presidents as well. Zak agrees that this is a good idea. Moving forward, we will add field chapter presidents to the BOD list; Zak also wants more information on the Corpus FC so that we can have a further discussion at July's board meeting.

7. Post Leaders Workshop (PLW):

- Zakary Payne and Col John Baker are registered and scheduled to attend the SAME PLW Aug 7-9 in Ft Lauderdale, FL.

INFORMATION UPDATE ONLY

8. Name Badges:

- New Name Badges are now available and are being distributed to those Board members that did not have one.

Ed von Dran mentioned that there was some quality control issues with his new name badge. He also indicated that he had been using another badge provider for his company and we may want to consider using them if more badges are needed.

9. July Post Newsletter:

- Inputs for the July newsletter are due to Dick by Friday, July 1, 5 pm.

INFORMATION UPDATE ONLY

10. Any Other Issues/Updates:

UPDATE on Small Business Market Research Fair:

- a. What streamer criteria does it hit?
 - Strategic Plan Goal 1 (IGE), Obj 1, Post Task 1 (250 points) - 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.
 - Strategic Plan Goal 1, Obj 1, Post Task 4 (100 points) - Host an Industry Days/Government Briefings/Small Business events.
 - Strategic Plan Goal 2 (Resilience), Obj 2, Post Task 1 (150 points) - Hold Resilience Technology Industry Day, Roundtable, Post Meeting, or Webinar
 - Strategic Plan Goal 5 (SMVET Support), Obj 1, Post Task 2 (150 points) - Conduct joint technical training for industry, military, and government personnel when appropriate

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- o Strategic Plan Goal 5 (SMVET Support), Obj 4, Post Task 1 (100 points) - Leverage local and national relationships with organizations and strategic partners that specialize in veteran well-being; providing opportunities for veterans.
 - o The SBMRF accounted for 750 points of the overall 3150 points (or about ¼ quarter) of the points we earned for the 2021 Post Streamer with Distinction.
 - o The SBMRF also counts as one of our events and included in the financials which we submit as part of the Post Annual Report to SAME each year
- b. What other events can we do to hit it? Tasks above could be accomplished with multiple separate events – Industry Day, Resilience Workshop, IGE event. SMVET Transition event, etc.

Golf Tournament

- a. Adjacent to JETC, but when/where
- o Per the minutes of the May 25 Board meeting paragraph #13, we discussed that since the 2023 JETC was on May 2-4 that the best time for an adjacent Post event would be Monday, May 1. If a Post event was held in conjunction with the 2023 SAME SBC, which is Nov 1-3, the best date would be Tuesday, Oct 31. For the where, we mentioned at the Apr and May Board meetings the Quarry GC and if multiple courses were needed that we might have to get involved in transportation of attendees to the courses.
- b. Planning committee for event. There was discussion at the Apr 31 Board meeting that Josh would be putting together an overall Committee to oversee Post support of the 2023 JETC and maybe SBC.

Sarah stated that we have the venue reserved from February 28th through March 2nd, but it will be a very scaled back version similar to Tulsa District's Industry Day and that the golf tournament will partner with JETC. The SBMRF will have one day of program/briefings and the second day will only host one-on-one meetings. Col. John Baker stated that he will help with the Corps engagements and getting involvement with programs and one-on-one participation. Terry motions to approve this plan, Bonnie seconds; no one is opposed so the motion passes unanimously. Zak will be meeting with Mike Beach to help plan the JETC golf tournament and solidify details.

OFAS Update:

OFAS held their first 2022 event on Saturday, June 25, at the Jacob's Creek Park at Canyon Lake. The weather was perfect with a light breeze all day and 10 volunteers from our post supported the event. They are:

- o Adam Beach
- o Michael Beach
- o Nichole Earlywine
- o Neil Haner
- o Dean Hartman
- o Dick Kochanek
- o Melody Marsh
- o Michaela Trammel
- o Coleton Trammel

o Dawn Moore

Although the wounded warrior/veteran/first responder and family turnout was smaller than anticipated, the participants enjoyed a great BBQ lunch and many opportunities to participate in all the available activities provided by OFAS. Dick Kochanek presented a check for \$500 to OFAS on behalf of our post. Many thanks to all our post volunteers for spending their Saturday supporting OFAS and bring great joy to everyone at the event.

Dick stated that the event went well but that only 19 of the 49 reservations were able to attend the event but that it really wasn't that bad because it made the engagements more personal.

AFCEC ORC Update:

AFCEC had contacted Bonnie about possibly providing an update on the FY23 Optimized Remediation Contracts (ORC) Strategy (*Attachment 2*) at a Post meeting. The ORC info was sent out to members and will be included in the July newsletter

11. Next Board Meeting: Thursday, July 28, 11:30 am – 1:00 pm.

///SIGNED///

Sarah Fowlkes
Secretary, San Antonio Post

Approved as written:

///SIGNED///

Zakary Payne
Post Vice- President, San Antonio Post

Attachments

1. 2022 Budget Data (to Board Only)
2. ORC Contracting Strategy Update

FY23 ORC EXECUTION STRATEGY (As of 13 June 2022)

DISCLAIMER:

This information is for execution planning purposes only, and is therefore subject to change. AF personnel shall not answer execution questions directly but direct all inquiries regarding FY23 ORC solicitations to the USACE or 772 ESS Agents. Additional acquisition plan detail will be forthcoming.

	Contract Group	Execution Agent	Execution Strategy	# of years	Current Planned ORC Award Date
1	Arnold AFB	772 ESS	C Contract	10	5/28/2023
2	Carolinas Group – Joint Base Charleston-Air, Joint Base Charleston-Weapons, North Auxiliary Air Field, Seymour Johnson AFB	USACE Savannah District	Pending	Pending	6/24/2023
3	Kirtland AFB	USACE Albuquerque District	Pending	Pending	8/22/2023
4	Luke AFB	USACE Los Angeles District	Pending	Pending	8/22/2023
5	Maxwell AFB/Gunter Annex	772 ESS	C Contract	10	5/28/2023
6	McConnell AFB	772 ESS	C Contract	10	8/23/2023
7	New Mexico Group – Cannon AFB, Holloman AFB	772 ESS	C Contract	10	8/22/2023