



**SAME OMAHA POST – BOARD MEETING**  
**September 3, 2020**

<b>ATTENDEES</b>	<i>Anne Peterson</i>	<i>Stephanie Heibel</i>	<i>Chris Langan</i>	Bobbi Jo Lang	Roger Wozny
<b>Board Members</b> (11 total, 6 needed for quorum, 9 present)	<i>Brian Schuele</i>	<i>Mike Huffstetler</i>	<i>Brec-Wilshusen</i>	COL Hudson	
	<i>Ryan Watzke</i>	<i>Natasha Hartley</i>	<i>Bill Glismann</i>	Dave Packard	
	<i>Kandi Srb</i>	<i>Stephanie Ling</i>		Rob Hufford	

	Meeting Minutes	2019 Streamer Elements (blue = left to complete, green=completed), when claiming completed, please send notes for how streamer element was satisfied for inclusion in the minutes.
<b>General</b>	<ul style="list-style-type: none"> <li>This meeting was held via Microsoft Teams teleconference, meeting was called to order at 12:00 pm; meeting adjourned at 1:03 pm.</li> <li>October board meeting will be held on Tuesday 9/29/20 from 12-1pm Central, future board meetings will be held a week before the general membership meeting from 12-1 pm.</li> <li>Do we want to post recordings of meetings on our website (is that possible?) and offer PDHs for folks that couldn't attend the meeting live?</li> <li>SAME HQ is moving 1 Sep to 1420 King Street, Suite 100, Alexandria, VA 22314</li> <li>Opportunities for new volunteers to get involved next year: Possibly pass around a sign up sheet at next meeting for all of the committees               <ul style="list-style-type: none"> <li>Engineering Roundtable/E-week (not sure if E-week will happen in 2021)</li> <li>Found new Co-Chairs to helm Industry Day (starting with the 2021 event) – Roger Merrick (spelling?) and ?</li> <li>Successor for leading our Small Business efforts – Dave Packard will follow up, Andy Alexander and Veronica Dogo – will get contact info from Dave, <b>need to include them on board announcements</b></li> <li>Successor for Programs, possibly Tom Svoboda</li> <li>Assistance with communications/social media/etc.</li> </ul> </li> </ul>	<b>Future Meeting Dates</b> <ul style="list-style-type: none"> <li>September 10th, 2020, UNO Biomechanics, virtual</li> <li><b>October 6th, 2020 (Tuesday), OPPD, virtual</b></li> <li>November 12th, 2020, Bridge Collapse Rapid Response, virtual</li> <li>December 10th, 2020, Awards Event + COE update, <b>virtual or in person?</b></li> <li>January 2021 - virtual</li> </ul>
<b>President</b> Anne Peterson	<ul style="list-style-type: none"> <li>Debrief from Post Leaders Workshop, Dave, Anne, Natasha, Stephanie, and Mike all attended, see notes sent along with these minutes via email</li> <li>Signed agreement from National on insurance, post leaders are not covered, Jason will be looking into this</li> </ul>	
<b>Past President</b> Chris Langan	<ul style="list-style-type: none"> <li>Nothing to report</li> </ul>	
<b>Run to 2020</b> Cybil Boss	<ul style="list-style-type: none"> <li>Anne will get this group refreshed and together soon.</li> </ul>	
<b>Black Hills Field Post</b> Bryan Vulcan	<ul style="list-style-type: none"> <li>NA</li> </ul>	



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<b>Treasurer</b> Brian Schuele	<ul style="list-style-type: none"> <li>Sent July and August reports</li> <li>Still have ~15K balance, might need to take a withdrawal from investments to replenish this account, not sure what bylaws say about how we do this, won't need to withdraw anything over the next month or so</li> </ul>	<ul style="list-style-type: none"> <li>(Required1-L&amp;M) Send a Post Board member (any board member – young member, NCO, etc.) to a Post Leaders Workshop annually and subsequently employ the knowledge gained to enhance Post level volunteer management (train the trainer program, etc.).</li> <li>(Desired1-L&amp;M) Post provides funding for one or more NCOs or Young Members to attend the annual JETC or other education or other training event hosted by a Post or other professional association.</li> <li>(Desired3-Res) At least one Post Member participates in one or more regional or national resilience educational event (conference seminar, webinar, etc.) and provides knowledge gained to other Post members.</li> </ul>
<b>Director for Awards and Recognition</b> Stephanie Heibel	<ul style="list-style-type: none"> <li>Nothing to report</li> </ul>	<b>Distinguished Post Criteria</b> <b>Large Post: win all five streamers</b>
<b>Communications</b> Ryan Watzke	<ul style="list-style-type: none"> <li>Discussed charging for virtual meetings             <ul style="list-style-type: none"> <li>Charge a nominal fee for meetings that go to scholarship fund and then reinstate, Stephanie made motion to charge starting in October, Stephanie made motion, Anne seconded, motion passed</li> <li>Motion made for \$10 registration fee for members and nonmembers that goes to scholarship fund, Natasha made motion, motion passed</li> <li>Ryan and Natasha will coordinate on getting link to folks that register for</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>(Required2-Rel) Maintain effective communications with Post members and stakeholders by maintaining an updated Post website throughout the year through newsletters and other means.</li> <li>(Desired3-Rel) Enhance SAME's brand (internal and external awareness) by promoting Post and member accomplishments by submitting information to SAME National and through other means (all forms of media, recognition programs, etc.)</li> </ul>
<b>Professional Development and Personal Growth</b> Kandi Srb	<ul style="list-style-type: none"> <li>Have test run set up for next week for Thursdays meeting</li> <li>Speakers arranged for rest of the year, coordinating December meeting with the Corps</li> <li></li> </ul>	<ul style="list-style-type: none"> <li>(Required2-PD&amp;PG) Foster professional development of members by sustaining the SAME standard of 8 professional development hours (PDH) per year for large posts, 4 PDH for medium posts, 2 PDH for small posts. – Programs Co-Chairs &amp; Industry Day Co-Chairs</li> <li>(Desired1-PD&amp;PG) Support the development of the SAME Foundation in coordination with the SAME National Office. Assist the Foundation, in coordination with SAME National and the Foundation Board, consistent with the intent of post level use of Foundation resources and capabilities.</li> <li>(Desired3-PD&amp;PG) Offer a Post program to support credentialing; must be met by something other than PDHs given at regular meetings.</li> </ul>



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<p><b>Young Members and College Outreach</b> Stephanie Ling</p>	<ul style="list-style-type: none"> <li>• Working to set up a student chapter at Metro</li> <li>• Getting together to discuss UNO/UNL chapters as well</li> </ul>	<ul style="list-style-type: none"> <li>• (Required1-SP) Submit the names of the key Student Chapter Leaders who contributed to the success of the Student Chapter program during the period covered by the Streamer, including leadership positions held.</li> <li>• (Required2-SP) The Post and Student Chapter held an event that promotes mentoring of students on engineering and related career options, including industry, federal civil service and military service. Include dates, names of mentors and number of students participating in program, and topics presented.</li> <li>• (Desired1-SP) Student Chapter hosted or participated in a K-12 outreach activity that promotes careers in engineering. Include dates, description of activity and number of Students participating.</li> <li>• (Desired2 -L&amp;M) Provide leadership development opportunities for Young Members in Post programs in order to support succession planning. – Nominations</li> <li>• (Desired2-SP) Student Chapter hosted or participated in a college level multi-disciplinary competition or event that includes multiple engineering disciplines or non-engineering disciplines involved in the engineering and construction enterprise. Include a description of competition or event and number of students participating.</li> <li>• (Desired3-SP) Student Chapters host or participate in a community service project that involves engineering and/or support to Wounded Warriors or Veterans.</li> <li>• (Desired5-PD&amp;PG) Actively mentor and support a SAME College Student Chapter. – Fellows Coordinator</li> </ul>
<p><b>Resilience</b> Brec Wilshusen</p>	<ul style="list-style-type: none"> <li>• NA</li> </ul>	<ul style="list-style-type: none"> <li>• (Required1-Res) Conduct or significantly participate in an event focused on technology, tools and/or best practices related to response, recovery or adapting strategies for enhancing infrastructure resilience of local critical infrastructure.</li> <li>• (Required2-Res) Conduct or significantly participate in an event that is focused on technology, tools and/or best practices to improve infrastructure resilience in the areas of energy, water and cybersecurity.</li> <li>• (Desired1-Res) Engage local or regional stakeholders and members to identify high risk threats to local community infrastructure and develop roadmaps for local solutions.</li> <li>• (Desired2-Res) Conduct or participate in an Emergency Preparedness or Community Resilience exercise with regional, state or local organizations.</li> <li>• (Desired 3-Res) At least one Post Member participates in one or more regional or national resilience educational event (conference seminar, webinar, etc.) and provides knowledge gained to other Post members</li> </ul>



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<p><b>Leadership and Mentoring</b>          Bill Glismann          /Anne Peterson</p>	<ul style="list-style-type: none"> <li>• Coordinating with UNO, career day workshop, Nicole discussing doing this virtually</li> <li>• Plan is to run the program mostly virtually this year</li> <li>• Many schools have different platforms they are working off of, Zoom, Teams, etc.</li> </ul>	<ul style="list-style-type: none"> <li>• (Required2-L&amp;M) Promote inclusion on Post Board of Directors by having Small Business, Young Members and public and private sector representatives; when feasible, a Noncommissioned Officer. Submit Post Annual Report and Officer Change Report on time (IAW Post Operations Manual). – Nominations</li> <li>• (Required3-L&amp;M) Grow Post member active participation by taking advantage of opportunities offered through the SAME Best Practice System, Committees &amp; Councils and member initiatives as a means of getting members engaged in activities that will engender their commitment.</li> <li>• (Required5-L&amp;M) Effectively utilize SAME Fellows and Post senior leaders in support of Post programs. – Fellows Coordinator</li> <li>• (Desired3-L&amp;M) Utilize Post Education and Mentoring or Operating Funds to support the education and professional development of one or more of the following groups in STEM Careers: K-12 Teachers and/or Students, College Students, Young Members or NCOs</li> <li>• (Required3-PD&amp;PG) Conduct K-12 Outreach to promote careers in Science, Technology, Engineering and Math (STEM).</li> <li>• (Desired4-PD&amp;PG) Establish, sponsor, or co-sponsor a STEM-based summer camp or program.</li> </ul>
<p><b>Relationships</b>          Mike Huffstetler</p>	<ul style="list-style-type: none"> <li>• Follow up with Bobbi Jo and Fellows on public meeting in October</li> </ul>	<ul style="list-style-type: none"> <li>• (Required1-Rel) Conduct two or more meetings that provide information on future programs, projects, and contract opportunities for Department of Defense and other Federal, State or local programs relevant to the Post membership. – Programs Co-Chairs &amp; Industry Day Co-Chairs</li> <li>• (Required3-Rel) Participate in a collaborative event with another professional society that fosters the goals of SAME. – Programs Co-Chairs &amp; E-Week Chair</li> <li>• (Required4-Rel) Conduct one or more topical issue workshops in support of the Industry-Government Engagement Plan. – Programs Co-Chairs &amp; Industry Day Co-Chairs</li> <li>• (Desired1-Rel) Conduct outreach to support wounded warriors and their families, families of deployed engineers, Veterans, or families of fallen warriors. – Veteran Outreach</li> <li>• (Desired2-Rel) Support national SAME events (DoD, JETC, SBC, Facilities Management Workshop) through post member participation, program contributions, or other support that furthers the objectives of those events.</li> </ul>
<p><b>Membership</b>          Bobbi Jo Lang</p>	<ul style="list-style-type: none"> <li>• Up by 1% in membership, working to get us to the 5% for sustaining membership</li> <li>• 98 out of 100 for 100 for 100</li> <li>• Working on Public Sector meeting next month</li> <li>• Discussion on if invite should go out via a meeting announcement, Bobbi Jo will research and get back to board on that</li> <li>• Sat in on COI, working on playbook for membership</li> </ul>	<ul style="list-style-type: none"> <li>• (Desired4-Rel) Establish new and meaningful partnerships with state and local government agencies, sustaining members, and professional organizations in order to expand our reach outside the federal market.</li> <li>• (Required4-L&amp;M) Conduct an active recruiting campaign in order to grow government, military and public sector civilian segment of Post active membership. Share experiences with other posts via the SAME Best Practices System.</li> <li>• <b>REQUIRED ELEMENTS FOR MEMBERSHIP STREAMER:</b> <ol style="list-style-type: none"> <li>1. Membership Streamer will be awarded to Posts that have no loss in Total Membership base on the January 1 baseline report.</li> <li>2. Posts that grow 5% or more will earn the streamer with distinction.</li> </ol> </li> </ul>
<p><b>Small Business</b>          Dan Taylor</p>	<ul style="list-style-type: none"> <li>• NA</li> </ul>	



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<b>Scholarship and Camps</b> Joel Peterson	<ul style="list-style-type: none"> <li>Reached out to Inclusive Communities to evaluate our scholarships and get their input</li> <li>COL Hudson reported that his son’s school deducted his FASA aid by the \$1,000 he received in SAME scholarship, possibly look into calling these scholarships a grant so it doesn’t affect their financial aid amount</li> </ul>	<ul style="list-style-type: none"> <li>(Required1-PD&amp;PG) Demonstrate a commitment to the personal growth of a scholarship recipient by providing a Post scholarship program for post-secondary education that includes sponsoring or mentoring the scholarship recipient throughout their college career (eg. tutoring assistance, summer intern employment with a sustaining member, etc.).</li> <li>(Required4-PD&amp;PG) Nominate a high school student or Mentor to a SAME Engineering &amp; Construction Camp, STEM Camp, or other Post level Summer Camp.</li> <li>(Desired2-PD&amp;PG) Provide one or more needs-based scholarships in order to expand SAME’s external reach.</li> </ul>
<b>Fellows</b> Phil Deakin	<ul style="list-style-type: none"> <li>Fellow applicant update, 3 candidates, Dave currently reviewing the final draft packages             <ul style="list-style-type: none"> <li>Bill Glismann</li> <li>COL Hudson</li> <li>Mike Huffstetler</li> </ul> </li> <li>Dave is reaching out to Fellow Mentors to make sure they have the info they need to meet with their mentees</li> </ul>	
<b>Veteran Outreach</b> Rob Hufford	<ul style="list-style-type: none"> <li>All Healing Waters events canceled for this year</li> <li>Will still support COE holiday packages</li> <li>Open to any suggestions to support the Veterans</li> <li>Fisher House             <ul style="list-style-type: none"> <li>Bobbi Jo is working on something with the Fisher House</li> <li>Like a Ronald McDonald house for veterans families when they come to get treatment at the VA for anyone who has to travel for care and who is in patient, especially since our VA services such a large area),</li> <li>Has a wish list of needs</li> <li>Possibly could do a small business spotlight on the Fisher House</li> <li>On corner on Woolworth and 42<sup>nd</sup> street</li> </ul> </li> </ul>	

**Leadership and Mentoring (L&M)**

**Large Post (451+ members): Meet 5 required elements and 3 of 3 Desired Elements**

**Streamer with Distinction: Meet all required and desired elements**

**Membership (Mem)**

**Streamer will be awarded to Posts that have no loss in Total Membership base on the January 1 baseline report.**

**Professional Development and Personal Growth (PD&PG)**

**Large Post (451+ members): Meet 4 required elements and 3 of 5 Desired Elements**

**Streamer with Distinction: Meet all required and desired elements**

**Relationships (Rel)**

**Large Post (451+ members): Meet 4 required elements and 3 of 4 Desired Elements**

**Streamer with Distinction: Meet all required and desired elements**

**Resilience (Res)**

**Large Post (451+ members): Meet 1 required elements and 2 of 3 Desired Elements**



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**Streamer with Distinction: Meet all required and desired elements**

**Student Post (SP)**

**Meet 2 required elements and 1 of the Desired Elements**

**Streamer with Distinction: Meet all required and desired elements**

Attached are the meeting minutes for our board meeting today and Dave's and my notes from the **Post Leaders Workshop**. Green highlights are the items that are more specific to our post. Everyone enjoy the long weekend!

### Monday, August 10, 2020

- 2:00 PM – 3:15 p.m. EDT: PLW Opening Session
  - Welcome and New Initiatives – Heather Wishart-Smith, National President
  - Awards & Streamers Recognition – Buddy Barnes, Past President
  - Strategic Plan 2025 Discussion – Charlie Perham, Vice President
  - Strategic Alignment Initiative – Buddy Barnes, Past President

### NH Notes:

- Keep National calendar updated, make sure items are categorized correctly, meeting, golf event, etc
- DP: I understand that, if our web page is linked to National's, these items will occur automatically
- Announcement of awards, have we ever won the STEM award? If not, what would we need to do to submit for it?
- DP: I vaguely remember that we may have been recognized for this. However, I could not find a list of past recipients on the SAME web site.
- Reviewed 2025 Strategic Plan Goals
- Help volunteers put together succession planning for Regional and National candidates (DP: Jim Donahue may have a sample succession plan.)
  - Position descriptions for volunteers
  - 3 year succession plan put together for all post positions,
    - Example succession plan can be found in the Post Resource Center
    - Some posts ask their past-presidents to serve as “directors” on their boards (1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> directors), one of their responsibilities as a group is to help with succession planning and board recruitment (DP: Fellows might be a good source of support for this effort.)
  -
- 4:00 PM – 5:00p.m. EDT : New Streamers Program & Post 2021 Plans
  - Joe Schroedel, SAME Executive Director
  - Jill Murphy, SAME Senior Manager, Membership & Post Support

### NH Notes:

- Goals of new streamer program
  - align with what is relevant locally to posts, while still aligning with strategic plan
  - Streamlining reporting, so not a lot of time is spent in administration
  - Simplify entire process
- PRIMARY GOAL of SAME is Industry/Government engagement
- Point system developed based on impact, greater the impact, greater the points (DP: 85 suggested tasks.)
- Annual report and streamer submission will be tied together starting in 2021
- Can submit tasks that aren't on the list, reviewers will review to see if they will be added for future years
- Focus on limited details that focus on impact, QUALITY, not quantity, write up is important to include brief, but relevant information
- All post leaders will get streamer login (DP: RVPs can view Post progress.)
- Encourage posts to update info as they are completed, will be submitted quarterly on line, can't just do all at the end of the year
- For membership streamer, individual and companies will be the ones counted, not company reps
- Distinguished Posts – contribute to all 5 goals, grow membership by 5%
- For 2020
  - Still on the old streamer plan
  - Forgoing membership streamer
  - Awarded at JETC 2021 in Portland, OR
- For 2021
  - Submit as items go along, final submission due 1/31/2022
  - Annual report also due 1/31/2022
  - Awarded at JETC 2022 is Gaylord Rockies in Arapahoe, CO

## Tuesday, August 11, 2020

- 2:00 PM – 3:00 p.m. EDT: Planning & Managing Virtual Events
  - Ann McLeod, SAME Director of Meetings, Membership & Business Development
  - Belle Febbraro, SAME Senior Manager, Education & Programs
  - Sara Stehle, SAME Senior Manager of Meeting

## NH Notes:

- Belle is willing to discuss multiple virtual meeting platforms
- Discussed why BigMaker platform was chosen for JETC, FMW, etc., BigMaker will put a yellow triangle next to your name viewable by admin if you are multitasking
- If you have polls, speakers needs to speak through the polls so folks don't think the audio dropped
- More slides better for virtual presentations so slides are refreshing often
- Topics we might want to consider for our virtual meetings
  - We might want to charge for folks that aren't members of our post to pay a small fee for our virtual meetings
  - They aren't recommending combining virtual and in person events, especially for events more than an hour
  - This would be a great session for our Industry Day Committee to listen to if we have to go virtual, will be new and much more work than us doing our normal in person event, recommend having at least two people dedicated to assist virtual attendees and speakers
- DP: Omaha Post Centennial event?
- 4:00 PM – 5:00p.m. EDT : Membership Recruitment & Retention
  - Jill Murphy
  - Ann McLeod



## NH Notes:

- \$60 Active duty military membership is \$60 for the duration of time in uniform, this could be \$60 for 30 years
- \$40 Retired membership rate is also for folks unemployed due to COVID, if folks want a cheap easy way to keep up their PDUs while unemployed, this membership is for them
- Most folks haven't joined because no one has directly asked them to join
- Most folks get their value of SAME at the Post level
- Make sure we are downloading updated membership email lists each time we send out a new communication
- Public agency memberships are great for local government, 10 people for a year, easily changed out, doesn't really work at federal level due to restrictions on how they spend money
- Recommend 3 tiers for events, non-member, member of SAME, member of Post, recommend more than \$5 difference

## Wednesday, August 12, 2020

- 2:00 PM – 3:00 p.m. EDT: Understanding SAME Resources
  - Jill Murphy
  - Ann McLeod

## NH Notes:

- Make sure both your personal and company profiles are updated at National, postcards just went out to encourage folks to do that
- Post Leaders Dashboard is super helpful for all National/Post resources
- If we have folks that hold a position on our board or committee that is not listed on the general Post Leaders Roster and we want to have access to the Post Leaders Dashboard, we can email [posts@same.org](mailto:posts@same.org) and they will be added.
- [Posts@same.org](mailto:Posts@same.org) for updates to Post Leaders Roster if it's just a correction, use full form when offers change for the year
- 3:30 PM – 4:30 p.m. EDT: Communications, Websites & Calendars Oh My!
  - Stephen Karl, SAME Director of Communications & Marketing
  - Frankie Hamme, SAME Senior Manager of Marketing

## NH Notes:

- Anne won a prize from the last session!!!
- Important to be consistent with messaging/vernacular/etc. as National in our communications
- GREEN: DP: Consider having National create a Post logo for use on all communications and other items (letterhead, PS mugs, thank you cards, business cards).
- GREEN: DP: Consider inviting members of National staff of BoD to Post meetings, when appropriate.
- GREEN: DP: Share Post Annual Report with Board members.