



Seattle Post Board Meeting – February 6, 2020

MEETING MINUTES

Date/Time: Thursday, February 6, 2020, 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

Attended (<i>alphabetical order</i>)		<i>* voting member</i>
Manny Bautista*	LCDR Sam Lee*	John Souza
Scott Blount	Terry McCann	Karen Sullivan
Kathryn Bost*	Tom Nichols*	Larry Toimil
Debbie Chinn*	Mark Ohlstrom*	Nick Vlahovich
Mark Corcoran	Wendy Oresik	Steve Woolery*
Bob Galteland*	Andrew Park	Allen Wycoff
Melissa Grasso	Ryan Peterson*	
Matty Haith*	Caroline Roberts*	

Welcome and Announcements

1. Roll call – In Attendance: Mark Ohlstrom, Larry, Nick Vlahovich, Terry McCann, Kathryn Bost, Karen Sullivan, Tom Nichols, Wendy Oresik, Melissa Grasso, Scott Blount, Ryan Peterson, Caroline Roberts, Matty Haith, Andy Park, Allen Wycoff, Mark Corcoran, Manny Bautista, Steve Woolery, John Souza, Sam Lee, Debbie Chinn, Bob Galteland
2. Quorum declared
3. No guests in attendance
4. February 6th Agenda approved
5. January 9th Meeting Minutes approved
6. Announcements
 - a) Scott Blount, Bo Wowtschuk, Ginette Chin, Stacie Anderson, and Mark Corcoran will be at the PSEC STEM Fair this weekend (2/8/20) at the Museum of Flight.
 - b) Mark will work with Melissa and Caroline to find the most effective way for interested Agencies and Sustaining Member firms to advertise job openings through the Seattle Post. A link to the national job board is available, but it takes quite a bit of administrative work, so Melissa and Mark will discuss pros/cons offline.
 - c) Mark attended a recent meeting of the SAME Fellows who belong to the Seattle Post. Seattle Post Fellows will be listed on the Seattle Post website going forward and will be recognized at the upcoming lunch meeting.
 - d) Wendy has not been receiving e-mails; Kathryn will add Wendy's new e-mail address to distribution list.

Standing Reports

TREASURER (Ryan Peterson)

1. January income was up, mainly due to sponsorship. Seven new companies also signed up. The Meet the Agencies event was well attended and also had a positive impact. There were no significant expenses in January.
2. The annual audit will be 2/14.



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MEMBERSHIP (Scott Blount)

1. National's new database shows new members, but still doesn't capture the overall net change in membership due to members joining and leaving. Overall, membership is flat even though it has been on the upswing the last few months. Scott will send Mark the names of the new members for recognition and welcoming.
2. There is no current "Welcome Package" in place. Going forward we will look at sending a welcome letter and acknowledging members at the monthly lunch

PROGRAMS (Nick Vlahovich)

1. Speakers are needed for May, September, and November lunch meetings. USCG is tentative for May. A Fellows presentation is scheduled for February, and Mark and Marty will recognize Past Fellows
2. Nick and Kathryn will work on the Small Business Matchmaking for the upcoming Small Business Symposium.
3. Ryan to send list of annual sponsors (and sponsorship levels) to Mark for the 2/18 lunch and to committee chairs after the 2/28 sponsorship deadline

Annual Event Updates (*in calendar order*)

JANUARY 2020 | MEET THE AGENCIES (MTA) (Kevin Stoll)

1. Kevin will send out final attendance numbers. The event was well attended, and revenue was approx. \$8,900.

APRIL 2020 | TECHNO BOWL (LT Matty Haith)

1. The event is Saturday 4/25 and invitations will be sent out the week of 2/9.
2. Matty will be reaching out to folks to help with the event, so if you're interested in helping out, please let him know. Ralph Graves has expressed interest.

APRIL 2020 | SMALL BUSINESS SYMPOSIUM (SBS) (LCDR Sam Lee)

1. Kitsap Convention Center is reserved for 4/27 & 4/28. Sam requested information and documentation from past events and will reach out to Julie (2018) and Steve will provide final documentation from 2019 event. Sam will have draft agenda, save-the-date, and event info ready to go out end of February, with registration opening in March. Nick and Kathryn are working Matchmaking session and will open that up to registration in April after participating firms have been confirmed.
2. Wendy requested help with documenting the PDH's that will be offered.
3. Jim Niles with NAVFAC has expressed interest in helping to get speaker(s) for a lunchtime presentation on the NAVFAC SIOF Program. Need to identify other speakers.

JUNE 2020 | MEET THE CHIEFS (MTC) (Allen Wycoff)

1. Save-the-Date is out; event is 6/15 & 6/16 at Hotel Murano in Tacoma. Allen and Nick will assemble a committee and would like all Posts involved as co-Chairs to discuss assignments. Will discuss with Dave Newkirk (NW Regional VP) and build upon the 2019 agenda.



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2. Need a keynote speaker, a couple options were mentioned from SAME National (Executive Director – Joe Schroedel, Current President - Buddy Barnes, or incoming President - Heather Wishart-Smith). An Ice Breaker event will be Monday 6/15 and the event will follow from 8:00-4:00 on 6/16. Service branches will present in the morning with the federal agencies in the afternoon slots.
3. Need to schedule a conference call the week of 2/10 to establish co-chairs.
4. Pricing will be increasing by approximately \$20-25/pp due to the change to an all-day regional event with lunch.

AUGUST 2020 | GOLF TOURNAMENT (Mark Corcoran)

1. Event will be held 8/13/20 at Eagle's Pride Golf Course. Confirming price, but it should be same as 2019. Event flier will be ready end of month.

OCTOBER 2020 | PROJECTS OF EXCELLENCE AWARDS BANQUET (John Hickey, Ralph Field)

1. Centennial Event is tentatively scheduled for 10/16.
2. Julie, Manny, John, Mark, and Caroline are leading this effort

OCTOBER 2020 | VETERAN ASSISTANCE LUNCH PROGRAM (Karl Himes)

1. Karl and Mark talking w/WSDOT about how to get veteran-owned small businesses more engaged with state and local public agencies.
2. Will discuss with Larry about WSDOT attending the Small Business Symposium event.

DECEMBER | HOLIDAY SOCIAL (Nick Vlahovich)

1. Same venue as 2019, Elysian Fields.

Committee Updates

CENTENNIAL CELEBRATION (Julie Erickson, Manny Bautista)

1. No update

COMMUNICATIONS (Melissa Grasso)

1. Send event info, Save-the-Date etc. for Meet the Chiefs, Small Business Symposium, etc.
2. Two items regarding our Flickr account, which is used to post photos and videos on Seattle Post website. (See screenshot attached to her email of 02/05/2020.)
 - a. The account was created when the Seattle Post maintained its own website (www.seattlesame.org). As a result, the email account that it is linked to is no longer active (seattlesame@seattlesame.org). To ensure continued service, I recommend that we reset the email account to an active account. Requesting recommendation on email account to use and access to account for set up.
 - b. Free account allows up to 1,000 free photos and videos. We currently have 965 photos uploaded since 2016. May not have access to these photos when switch over to new account. Our options are to move to a paid account or research alternatives.



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- c. Pricing for Flickr: The fees associated are \$60/year, paid annually or \$6.99/month which equals \$83.88/year if paid monthly.
 - d. Requesting Board recommendation. Switch to Gmail and start new Flickr account. We should still have access to old photos and can utilize them for Centennial event. Flickr is okay w/resetting e-mail account to new account, we just need access to old account to make the switch to new/active account. Caroline tried the old e-mail and it work, so should be easy to reset. Best practice is 1 account. Caroline and Melissa to work through and report back to Board.
 - e. Terry asked that Melissa please run the engineering camp notice again.
3. Melissa emailed the current communications calendar for January – February 2020.

COMMUNITY OUTREACH (Erik Van Buskirk, Brian Blevins)

1. No update

EMERGENCY PREPAREDNESS (Andrew Park, Matt Veenstra)

1. Andy will update the board on organizations participating in the resiliency program

ENERGY AND SUSTAINABILITY (Wendy Oresik)

1. Continue to offer PDH's. Nick and Wendy to discuss for upcoming events.

ENGINEERING & CONSTRUCTION CAMPS (Terry McCann)

1. The notice for the upcoming camps will run again

FIELD TRIPS (Evan Lakin / Chair TBD)

1. No update

KITSAP CHAPTER (LCDR Sam Lee, Manny Bautista)

1. Seabee Ball is 3/7 at Kitsap Conference Center. Melissa will post a link with event information

MEMBERSHIP – RETENTION AND NEW (Scott Blount)

1. No additional update. We still need to increase sustainer member firms.

MEMBERSHIP – SUSTAINER FIRMS (Jim Shellooe)

1. No update

MEMBERSHIP - YOUNG MEMBERS (LT Matty Haith)

1. No update



NOMINATIONS (Larry Toimil)

1. Larry is working on a new slate of officers for next month.

PROFESSIONAL DEVELOPMENT (Wendy Oresik)

1. No update

SCHOLARSHIPS (John Souza)

1. Notifications should be ready to go out by mid-Feb
2. The application period goes thru mid-April, with two different sites for registration

SMALL BUSINESS COMMITTEE (SBS) (LCDR Sam Lee)

1. No additional update

STEM (LT Bohdon Wowtschuk)

1. Engineering Fair for K-12 is this Saturday, February 8th.

STRATEGIC PLANNING AND STREAMER AWARDS (Terry McCann) yes in person

1. Overall a good year, but we didn't qualify for a Distinguished Post designation due to no increase in membership from last year. Mark thanked Terry for his efforts in preparing and submitting our streamer submittal packages to National.

UW STUDENT CHAPTER (LT Bohdon Wowtschuk)

1. Sam will provide Bo with contact info for the UW Student Chapter President to discuss regular meetings, administrative info (slate of officers, faculty advisor, etc.), help with internships, job search, etc. Mark will connect with Bo offline to discuss a late March/early April meeting

VETERAN ASSISTANCE (Karl Himes)

1. No update.

OTHER BUSINESS

1. Manny's band is playing at the Ale House on Winslow on Friday, February 7th.

END OF MEETING