



**SAME Seattle Post  
Board Meeting Minutes  
May 5, 2022**

Date/Time: Thursday, 5/5/22, 8:00 am – 9:00 am

**CALL-IN MEETING ONLY: Join via Teams link in calendar evite, or  
call-in 1-504-321-1781; Phone Conference ID: 551 450 622#**

**Attended (*alphabetical order*)**

**\* *Voting member***

In Attendance	Primary Position
Allen Wycoff*	Post 2 <sup>nd</sup> VP, House Chair
Allison Birkmeyer	Guest
April Ricketts*	Post Secretary
April Sweet*	Young Member Vice President
Bohden Wowtschuk, LT*	Post 1 <sup>st</sup> VP
Caroline Roberts*	Past President, Leadership Dev.
Emmanuel Bautista, CDR (Ret)*	Post Director
Faith Powell	Assistant Treasurer
Jacob Perkins	Guest
John Sousa	Scholarships
Lori Reverly	Small Business Symposium
Lydia Griffey	Guest
Mark Ohlstrom	NW Regional Vice President
Melissa Grasso	Communications & Website
Nancy Yee*	Post Director
Nick Vlahovich	Programs Chair
Ray Spees*	Post President
Ryan Peterson*	Post Treasurer
Scott Harm	Guest
Stacie Anderson	Golf Tournament
Terry McCann*	Post Director
Tom Nichols, LTC (Ret)*	Post Director
Troy Alexander	Emergency Preparedness
Wendy Oresik*	Post Director

**Meeting Start Time: 8:01 AM**  
**Welcome and Announcements**

1. Roll call



2. Declare quorum – **Quorum Declared**
3. Approve May 5, 2022, Agenda – **Motioned, Seconded and Approved**
4. Approve April 7, 2022, Meeting Minutes – **Motioned, Seconded and Approved**
5. Announcements
  - i. Ray mentioned his term is coming to a close and it excited about the succession plan.
  - ii. Ray mentioned that Bob Sundin passed away last month.
  - iii. Portland Post Program:
    - i. 4 May 2022 – A Hybrid Portland Post Meeting was held at the Sentinel Hotel, 614 S.W. 11th Ave., Downtown Portland, 2nd Floor and On-Line beginning at 11:30 am. The presentation was a discussion of the Master Plan for the Broadway Corridor (Main Post Office) in downtown Portland. The presenter was Mr. Nolan Lienhard, Principal and Director of Planning and Urban Design at Zimmer Gunsul Frasca, LLP. There are currently 35 individuals who RSVP'd to attend in-person and another 15 more who RSVP'd virtually on-Line.
    - ii. 1 Jun 2022 – The Portland Post will again host another hybrid meeting – The topic of the June meeting will be the ODOT Rose Quarter. Speakers will be the ODOT Megan Channell, Project Director for the Rose Quarter project and an individual from Hamilton (Contractor) . Cost is \$40 Members/\$50 Non-Members for a plated lunch or \$20 for Virtual attendance. Reservations RSVP by May 27th at [SAME.PDX.RSVP@gmail.com](mailto:SAME.PDX.RSVP@gmail.com), or call 503-643-8710 to confirm and prepay with credit card.
    - iii. 30 Jun 2022 – Meet the Chiefs – Portland Post is the lead post for this year's Meet the Chiefs. JBLM American Lake Conference Center, Speakers ?????, Cost – Variable (Please see website URL: [https://www.eventbrite.com/e/same-regional-meet-the-chiefs-2022-tickets-320381398387?utm\\_source=eventbrite&utm\\_medium=email&utm\\_content=follow\\_notification&utm\\_campaign=following\\_published\\_event&utm\\_term=SAME+Regional+Meet+The+Chiefs+2022&aff=ebemoffollowpublishe](https://www.eventbrite.com/e/same-regional-meet-the-chiefs-2022-tickets-320381398387?utm_source=eventbrite&utm_medium=email&utm_content=follow_notification&utm_campaign=following_published_event&utm_term=SAME+Regional+Meet+The+Chiefs+2022&aff=ebemoffollowpublishe) mail , Sponsorship Still Open, Access to JBLM ?????, unknown and TBD at this time

## Standing Reports

1. TREASURER (Ryan Peterson)
  - i. For the month of April, there were a lot of transactions (mostly related to the Business Symposium).
  - ii. Ryan submitted the annual report to the Secretary of State.
  - iii. He is also setting up Eventbrite for the Meet the Chiefs Event.
2. MEMBERSHIP (Scott Blount) – Not in attendance
  - i. Ray mentioned that there is a small uptick in membership
3. PROGRAMS/~~FIELD TRIPS~~ (Nick Vlahovich)
  - i. The May program is coming up on May 17<sup>th</sup>. At the meeting, there will also be a call for nominations for the 2022-23 Board at the meeting. The meeting signup is on the Post website and it is also on Eventbrite.

- ii. Nick mentioned that he is not the field trips chair. He mentioned the Post should be looking for a separate chair for that position, as it takes a lot of planning involved.
  - i. Ray also agreed that the Field Trip chair should be separate.
- 4. **FIELD TRIPS CHAIR**
  - i. This position is opened

#### **Annual Event Updates** *(in calendar order)*

1. JANUARY 2022 | MEET THE AGENCIES (MTA) (Kevin Stoll)
2. APRIL 2022 | TECHNOBOWL (TBD)
3. APRIL 2022 | SMALL BUSINESS SYMPOSIUM (SBS) (Lori Revely)
4. JUNE 2022 | MEET THE CHIEFS (Allen Wycoff)
  - i. Registration is live. In progress of confirming the speakers.
  - ii. The event will be at American Lake. Allen is looking into Base requirements.
  - iii. Tom asked where additional info will come from for folks who will be virtual. Allen will look into this. Faith Powell said that she would be the POC for the URLs for the virtual registrations.
  - iv. Tom asked about the speakers' names as he has been asked by firms who is presenting for the agencies. Allen will provide Tom w/a list of speakers so Tom can get back with the firms and they can get registered.
5. AUGUST 2022 | GOLF TOURNAMENT (TBD)
  - i. Ray mentioned to look for updates on this event from the Tacoma Post.
6. OCTOBER 7, 2022 | PROJECTS OF EXCELLENCE (Jackie Corley)

#### **Committee Updates**

1. COMMUNICATIONS (Melissa Grasso)
  - i. She has the Meet the Chiefs event notice and May Post luncheon emails ready to go out.
2. COMMUNITY OUTREACH (Scott Adamek) – not in the meeting
3. EMERGENCY PREPAREDNESS (Andy Hough / Troy Alexander)
  - i. Reached out to FEMA and awaiting to get a response. Working to get another presentation/field trip set up.
4. ENERGY AND SUSTAINABILITY (Wendy Oresik)
  - i. Wendy is progressing with the planning for the March 2023 Sustainability event.
  - ii. She is looking for a contact at the UW. Jacob Perkins will reach out to UW Staff to see if he can find a sponsor and reserve rooms.
  - iii. She was able to get the sign-up sheets and PDHs together. She will plan to have PDH certificates available at the Post meetings.
    - i. Ray is looking to create a drop box for Board members and committees to archive Post records in. He will try to do this summer.
    - ii. Melissa mentioned that National has a system for saving docs on the SAME website.
5. ENGINEERING & CONSTRUCTION CAMPS (Terry McCann)
  - i. 3 nominees were submitted to SAME National and all 3 were picked up. Checks have been sent to the registrar for the camps.
6. KITSAP CHAPTER (Manny Bautista / Mark Swink)

- i. Manny and Mark have been meeting and are trying to set up a social event at the Praying Brewery in Bremerton. The date is TBD. It will probably be in June. He would like to get as many Board members as possible who can attend to show up to help promote SAME membership.
  - ii. Ray mentioned that Tim from Stantec is interested in getting involved with the Kitsap Chapter.
  - iii. Ray mentioned that there are probably many firms who are willing to be a sponsor at the event.
7. MEMBERSHIP:
- 1. MEMBERSHIP – RETENTION AND NEW (Scott Blount) – **Not in the meeting**
  - 2. MEMBERSHIP – SUSTAINER FIRMS (Jamie Fleek) – **Not in the meeting**
  - 3. MEMBERSHIP – YOUNG MEMBERS (April Sweet) – **Not in the meeting**
    - i. Ray mentioned April S. is looking to do a Young Member’s Meeting
    - i. LEADERSHIP DEVELOPMENT (Caroline Roberts) – **No in meeting**
    - ii. MENTORING (Ginette Chin) – **Not in Meeting**
    - iii. STEM/UW STUDENT CHAPTER (Jacob Perkins ~~LT Bo Wovtschuk~~)
      - i. **No Updates**
8. NOMINATIONS (Larry Toimil) – **not in the meeting**
9. PROFESSIONAL DEVELOPMENT (Wendy Oresik)
- i. **No Updates**
10. SCHOLARSHIPS (John Souza)
- i. Application deadline has passed and will start reviewing applications soon. Some applications received are incomplete.
  - ii. John will need get funds moved over to the Scholarship account.
11. SMALL BUSINESS COMMITTEE (Lori Revely)
- i. Lori thanked everyone for helping out on the Small Business Event.
  - ii. About \$1000 was spent on ribbons, lanyards, etc. Nancy sold all of the tickets, that totaled to about \$1000, so it was a wash.
  - iii. Over \$12,000 was raised on this event.
  - iv. PDH certificates were available in the Meeting rooms for attendees.
  - v. Feedback/comments were received from attendees for improving future events.
    - i. Some Board and Committee members who attended the event mentioned that they had experienced Covid symptoms after the event.
  - vi. She asked if anyone has suggestions on her new role as PSBLO. Manny will get in contact with her on who to reach out at National.
  - vii. She will be speaking at the SAME JETC next week.
  - viii. Ray mentioned he was talking with Jim Niles with NAVFAC for putting together a Women’s Small Business event.
12. STRATEGIC PLANNING AND STREAMER AWARDS (~~Terry McGann~~ / Scott Adamek)
- i. Terry mentioned that has resigned from the position. Nothing to report.
  - ii. He mentioned that Scott will not be able to help out, so a new person will need to be found.
13. VETERAN ASSISTANCE (TBD)

**New Business:**

- 1. Purchasing a book in remembrance of Bob Sundin
  - a. Ray asked how a book can be purchased. Terry said that the Post would pay for it. This was approved.



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**Meeting End Time: 9:04 AM**

**END OF MINUTES**