



**SAME Seattle Post
Board Meeting Minutes
March 2, 2023**

Date/Time: Thursday, 3/2/22, 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
*** Voting member**

In Attendance	Primary Position
Allen Wycoff*	Post President
Scott Harm*	Post 1 st VP
Mark Ohlstrom*	MW Regional VP
Nancy Yee*	Post Director
Manny Bautista*	Post Director
Terry McCann*-	Post Director
Kevin Stoll	MTA Chair
Kim Baker	Outreach
Nick Vlahovich	Programs Chair
Tim Pochop	Kitsap Chapter
Fred Baker*	Treasurer
Troy Alexander	Emergency Preparedness
Wendy Oresik* -	Director
Lydia Griffey	Strategy
Ginette Chin -	Mentoring
John Sousa -	Scholarship
Larry Toimil* -	Nominations
Lori Revely	SBPLO (Small Business Post Liaison Officer)
Melissa Grasso -	Communication
Zachary Pesicka	UW Student Chapter



Meeting Start Time: 8:00

Welcome and Announcements

1. Roll call
2. Declare quorum – **Yes**
3. Approval March 2, 2023 agenda. - **Motion, Second, Approved.**
4. Approval Feb 2, 2023 minutes. - **Motion, Second, Approved.**
5. Announcements –

Standing Reports

1. TREASURER (Fred Barker) –
 - a. Lunch meeting and a few carryovers from the Meet the agencies February
 - b. Annual audit volunteer committee are Ryan and Zach. Need a third volunteer and should be a board member.
 - c. Zip files are very large. Sending through multiple emails
 - d. Budget review – Current running totals is our budget. We're in March, it would be good to have some buy in on that budget before we get too far in the year.
 - i. Revenue and expenses are within ~\$1,000.00 over the course of the year.
 - ii. Ray – Our goal to giving away \$20,000 in scholarship yearly. Events costs are increasing, we should increase prices or sort a different venue to raise money.
 1. This is a trial year coming out of Covid. We got impacted by virtual cost. This lesson learned from Meet the Agencies events to apply to all other events. Best policy would be to ensure that virtual is the same price as in-person attendees. This should also motivate people to be in person.
 2. Meet the Agencies – we didn't have in enough people signed up virtual to cut that cost.
 - iii. Budget each month update based on the actuals. Meet the agencies is inherits actual now, and then most of the numbers are carryovers based on what we ended up spending last year. We know the Small Business Symposium event cost already on the dive ratio it up the revenue to keep profits similar to what it was last year. \$20,000 for scholarship as an expense item.
 - iv. We enough quorum to approve budget. Motion, Second, Approved 2023 budget.
2. MEMBERSHIP (Scott Blount) – **Not in attendance.**
3. PROGRAMS (Nick Vlahovich) –
 - a. March – PSYOP folks coming over from PSN. Invitation went out yesterday March 3/1.

- b. September – Colonel A Wick from National Guard. He’s going to speak to the National Guard’s upcoming program. He has conflicts on other months. Considering making September as National Guard month yearly.
- c. November still open – hopeful FEMA can commit.
- d. May – Bob Gotlands for Coast Guard seismic study.
 - i. Ray has a relationship with someone at the base who potentially has a briefing for us and a potential tour.
 - ii. Ray has contact with an RIG group I Lieutenant commander Robinson Robinson. He works with the Federal Group that was contracted, NW region for the Coast Guard or Pacific Island and not with the base. He offered to reach out to his commander and try to get him to speak on some of the capital programs they got going on in his regions that they cover.
 - iii. Assuming Bob would be find with having a senior person present and maybe rebuilding the sustaining member, a presentation.
 - iv. Co-presenters would be a mutual benefit for both groups.
 - v. May have conflicts between Meet the Chiefs and having the Coast Guard Commander there because typically Coast Guard is not requested to present at this event.
 - 1. Meet the chief is acquisition oriented briefing so it would be great to have the angle from a commander of the region. More is better, let’s start with this event, then position ourselves and the turn out and to choose to do both or not.
- e. Wendy – PDH certificates. Typically, Wendy has paper copies printed in advance for registered attendees requested for PHD to be handed out that event. If Wendy cannot attend, how does this distribute? It’s not a good idea just to email certificates to all attendees because not all will need PDH points. Nick recommends further discussion via email and set up a call.

Annual Event Updates *(in calendar order)*

- 1. JANUARY 2023 | MEET THE AGENCIES (MTA) (Kevin Stoll) – 1/23/2023 –
 - a. Not in attendance.
 - b. Fix cost for virtual at the hotel is below.

Date	Income/Expenditures	Amount
	Eventbrite Ticket	
1/31/2023	Sales	\$ 7,449.27
1/27/2023	Square Ticket Sales	\$ 82.92
1/23/2023	A/V	\$ (1,450.00)
2/1/2023	Crown Plaza Fee	\$ (2,972.70)
2/1/2023	Refunds	\$ (118.22)
	Net	\$ 2,991.27

2. FEBRUARY 2023 | LUNCHEON PROGRAM 2/21 – Preparing Service Members and Veterans for the A/E/C/ Industry
 - a. February – It was great to have Pete Helmand Europe from Portland post speaking about post transition. He is a Retired Brigadier General, the NW regions. He spoke to veterans’ transmission transition into work in the private sector. It would be nice to have a leader from other post up to speak to use to add different vibe. Should do more of these to get more people into the grooves.
3. MARCH 2023 | LUNCHEON PROGRAM 3/21 - SIOP – Shipyard Infrastructure Optimization Program
4. APRIL 2023 | SMALL BUSINESS SYMPOSIUM (SBS) 4/17 & 4/18 (Lori Revely)
 - a. 83 people registered.
 - b. Matchmaking opened today. Early bird started signing up already. Has 20 tables in that room. As of right now 24 matchmakers, there’s still some availability. 7 tables left on large businesses days. Government’s day on 4/18, have more than last year but still 11 tables available for government.
 - c. Costs – cost went up, we raise prices to cover but does not get all the sponsorships cover. The 18th is a longer day, the plan to have cookies or something in the afternoon but that sponsorship didn’t get picked up. Even if we don’t get any sponsor. We should have it cover because we can afford it. If we didn’t sell anymore registration, we still have costs covered and made money. We made \$12,000 last year and we are going to make at least that this year. It will be good news for the scholarship fund.
 - d. GSA is now not coming. the rep that cancels is coming out of Denver. Any insight for Seattle rep?
 - i. Seattle Rep Dan Galvin, who presented and moved back to Bureau of Indian affairs, and now the AR 10. Rep for engineering and conction is Richard Rich Ovie. He’s up in Alaska and been in the position for about 2 months. He is lined up for Meet the Chiefs
 - ii. Eric Riggs is the acting Small Business person from Denver for GSA.
 1. They don’t have travel budget to come to this event. They asked for virtual component, but it’s not set up for this event due to no signed up from last year.
 - e. King county reached out – new person taking over so King County may show up. No confirmation and registration yet but event information was provided.
 - f. Love to have someone to take on this SBS event lead next year. Have all documents and set up for transition. Suggest to be large business with more staff to support position.
 - g. Need to locate Post’s flag and American flag and have it at the Symposium.
5. JUNE 2023 | MEET THE CHIEFS 6/5 through 6/7 (Scott Harm)
 - a. Not in attendance.



Committee Updates

1. COMMUNICATIONS (Melissa Grasso) –
 - a. Quite a few communications go out last month. This week, reminder for camps, the engineering camps, notices for the Small Business Event and Reminders. Messages on the scholarship program with PSM II.
 - b. Lunch notice draft to Nick.
 - c. Notice for March did not go out to the post's distribution list. If it looks good, then it can go out.
 - d. Another small business symposium going out tomorrow.
 - i. Lori requested to cancel this notice for tomorrow.
 - e. Do not have update from HQ for website transition. Recently communicated with the web manager for headquarter who is essentially 100% dedicated transition schedule for mid-March.
 - f. Wendy – survey questions. We have done it before. Can work out a draft together to have this survey run for a period of time. We can send it out via standard email distribution list for Seattle post or can generate a subset list. In the past, query the post about upcoming leadership transition. I worked pretty well. It doesn't generate an email but at a certain date, we can close it and can pull the data out like an Excel spreadsheet.
 - i. Getting more info on sustainability forum by generate surveys through Survey Monkey. Would like to do more complex survey than just yes/no.
 - ii. Can connect for further discussion and generate a draft run.
2. COMMUNITY OUTREACH (TBD) -
3. EMERGENCY PREPAREDNESS (Andy Hough / Troy Alexander) -
 - a. Not in attendance.
4. ENERGY AND SUSTAINABILITY (Wendy Oresik)
 - a. Question for planning for next year to move forward. Get more fun input to do it differently because it has been suspended for a while.
5. ENGINEERING & CONSTRUCTION CAMPS (Terry McCann)
 - a. Not in attendance.
 - b. Construction camp emails have gone out. Terry does have another message slated to go out before the closure date of March 15th.
6. KITSAP CHAPTER (Manny Bautista / Tim Pochop)
 - a. Navpac NW – nothing planned. Would there feasibility to get some budget for . generate a small proposal after a meeting and get back to the board.
 - b. Get some funding by ask for sponsor first. If not, board can sponsor.
7. MEMBERSHIP:
 1. MEMBERSHIP – RETENTION AND NEW (Scott Blount) - not in attendance



2. MEMBERSHIP – SUSTAINER FIRMS (Jamie Fleek) – Zach volunteered
 - i. Zach handling coordination/meeting.
3. MEMBERSHIP – YOUNG MEMBERS (Zach Pesicka) –
 - i. Jake Perkins – Coast guard for feed back for UW graduate. Attending recruiting fair to see what the post cand add value.
 - ii. Get contacts for the student at UW in DOD. Identify a few candidates that has potential that WSP willing to pay for membership to join. If you have young member in other organizations, pass on contact info for feedback and discuss their potential.
 1. Manny – Navfac NW. – UW navy civil engineers for master program.
Steve Manchu is the head of construction program.
Tim has contact information can reach out to NoTC. . Will reach out to get Navy connection. NW wardroom.
- b.
 - i. LEADERSHIP DEVELOPMENT (Caroline Roberts) – has to dropped.
 - ii. MENTORING (Ginette Chin) - not in attendance
 - iii. STEM/UW STUDENT CHAPTER (Jacob Perkins) - not in attendance
8. NOMINATIONS (Larry Toimil)
 - i. Not in attendance
9. PROFESSIONAL DEVELOPMENT (Wendy Oresik) – not in attendance
10. SCHOLARSHIPS (John Souza)
 - i. Application acceptance period will run through mid/late April (ending on either April 21 or April 28).
11. SMALL BUSINESS COMMITTEE (Lori Revely) – see above under Annual Event.
12. STRATEGIC PLANNING AND STREAMER AWARDS (Lydia Griffy) –
 - i. Not in attendance
13. VETERAN ASSISTANCE (TBD)

New Business:

- a. Alliance NW – Set up a signup sheet for 2 hour shifts rotation. Nancy has the 3 banners and will bring to event. Coordinate with Tacoma to share the burden of the booth.

Meeting End Time: 9:00 AM

END OF AGENDA