



20770 US HIGHWAY 281 N
STE 108, PMB 451
San Antonio, TX 78258-7500

February 12, 2024

MEMORANDUM FOR SAME MEMBERS

FROM: San Antonio Post Secretary

SUBJECT: Post Board Meeting Minutes, November 30, 2023, Zoom/In Person Meeting

Board Members present are in BOLD:

President	Mr. Rene Cortez
Vice President	Col. John Baker
Past President	Mr. Zakary Payne
Secretary	Mrs. Cassandra Price
Assistant Secretary	Ms. Sarah Fowlkes
Treasurer	Mr. Sam Hutchins
Assistant Treasurer	Mr. Steve Holt
2nd Assistant Treasurer	Mr. Dick Kochanek
Industry Gov. Engagement Director	Mr. Sam Barnett
Service Mem. & Veteran Supp. Director	Mr. Dean Hartman
Service Mem. & Veteran Supp. Coord.	Mr. Mike Monreal
Service Mem. & Veteran Trans. Coord.	Mr. Marcus Henneke
Leadership & Mentoring Director	Mr. James Kisiel
Fellows Director	Mr. Josh Graham
Resilience Director	Mr. John Enyeart
Young Professional Director	Ms. Amanda Navarro
Individual Member Director	Mr. Ed von Dran
Sustaining Member Director	Mrs. Michele Torres
Military Enlisted Affairs Liaison	VACANT
K-12/STEM Outreach Coordinator	Mr. Scott Mikos
College Outreach Coordinator	Mr. Terry Watkins
SAME E&C Camp Coordinator	Capt. Varsha Savalia
STEM & College Outreach Director	Mr. Harold Eberbach
UT Student Chapter Mentor	Mr. Rick Galloway
UT Student Chapter Mentor Assistant	VACANT
UTSA Student Chapter Mentor	Mr. Terry Watkins
Texas A&M Student Chapter Mentor	Mr. John German
Scholarship Director	Mrs. Diane Glass
Small Business Coordinator	Ms. Sarah Fowlkes
SAME National Event Liaison	Ms. Bonnie Hopke
Golf Committee Chair	Mr. Michael Beach
Leadership Lab (LLAB) Director	Mrs. Cathy Bond
LLAB Co-Director	Mr. Cade Deines
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. Are there any additional revisions to the Nov 30 Post Board meeting minutes published at <https://classic.same.org/Portals/0/posts/satx/documents/bod/231130sabod.pdf>?

There were no other revisions to the published Nov 30 meeting minutes.

2. Board Positions:

- Elected Board members Cassandra Price, Sam Barnett and James Kisiel were unable to attend the Holiday Gala. Recommend installing them at this meeting and it can be done again formally at the Feb 15 Post meeting.

"Do you pledge yourselves to support the Society's Strategic Plan and carry out faithfully the duties of the offices to which you have been elected "

- *Attachment 1* is the listing of appointed 2024 Board members to date. The following appointed positions are not filled:
 - Individual Member Director - Ed von Dran responded on Jan 22 and wants to continue in the position.
 - UT Austin Student Chapter Mentor – Assistant Lily Cartwright is unable to continue in position and no contact from Rick Galloway whether he wants to continue in the position.
 - Enlisted Military/Military Affairs Advisor – Unfilled since 2015.
 - Possible new positions – 2024 Assistant TAMU Student Chapter Mentor and 2025 replacement as TAMU Student Chapter Mentor; Field Chapter Mentor(s).

Mr. Rene Cortez officially installed elected board members, Ms. Cassandra Price and Mr. James Kisiel. Additionally, Mr. Ed von Dran was appointed as Individual Member Director and Mr. Rick Galloway was appointed as the UT Chapter Student Mentor.

Mr. Rene Cortez discussed the Enlisted Military Affairs Advisor. Mr. Dick Kochanek stated this position hasn't been filled since Maj Gen Patrick. We had some ideas last year – Mr. Dean Hartman brought up a couple of names, but to date, we have not done anything or looked at their appointment as a military affairs board member. Mr. Rene Cortez asked if the ideal candidate needs to be active duty? Mr. Dick Kochanek said while we tried to draw an enlisted military affairs person, because the idea was for that person to work, and identify programs, and other activities that may draw in more enlisted members to the post. So that was that was the idea of having that position. We've had a couple of good Chief Master Sergeants that filled the position. Both won the SAME NCO medal for their services in our posts. But the whole idea was they would help identify those meaning programs that would draw her in or be of interest to enlisted military members and other military members. Mr. John Enyeart stated he had talked to Mr. Dean Hartmann as well about getting folks at AFIMSC energized. He is going to circle back with Chief England, head Chief at AFIMSC. He will circle back afterwards.

Mr. Dick Kochanek said that Mr. John German asked whether we could try and get an assistant mentor for the Texas A&M post. Mr. Bill Meyers was previously suggested for this

role since he has participated quite a bit in the Texas A&M chapter meetings. Mr. John German affirmed Mr. Bill Meyers would be a good option. Mr. John German will take the lead to ask Mr. Bill Meyers if he would be interested.

Mr. Dick Kochanek brought up last year, and still thinks it is valid, that we should have a field chapter mentor, or mentors to try to keep track of what's going on in our field chapters. We haven't heard anything from the field chapters in several months. Suggested we either go out on a volunteer call and see if somebody be interested or if of our existing board members would be willing to take that on. Mr. Cathy Bond said that as far as the Concho Valley chapter, Nicholas Jillette, President, is currently in lead lab. Ms. Cathy Bond will be happy to reach out to him. Mr. Rene Cortez said he wants to be involved in the outreach to our field chapters and would like at least one person involved for each of the field chapters. Ms. Cathy Bond said she can reach out to all four (Concho Valley, Austin, Laughlin, and Coastal Bend) if Mr. Rene Cortez would assist. Mr. Rene Cortez agreed and asked Ms. Cathy Bond to coordinate a call for next week.

Mr. Dick Kochanek said that the problem with our field chapters is the same as the problem with the student chapters – we get a great champion, and the chapter is great if that champion is there. Once the champion leaves, the chapter starts to fall apart. It's a sustainability thing.

3. Board Member Expectations:

- In previous years the Board has approved the policy that Board members are expected to attend at least three (3) of the scheduled Board meetings in the calendar year (typically 11 Board meetings are planned for the year). This may be waived by the Post President on a case-by-case basis.

Post Board approved policy outlining board member attendance expectations.

4. Board Member Goals:

- For the Feb 29 Board meeting, Rene Cortez requests each Board Director/Coordinator/Chair to provide their top goal(s) for 2024 (maximum of 3 and one should be a stretch goal) and identify any support needs.

For February's board meeting, Mr. Rene Cortez requested board members share their top goals for the coming year - in areas where someone needs support from him and fellow board members. He is not looking for anything exhaustive in terms of volume but wants to know what things to focus on and wants at least one of those goals to be a stretch. To be clear on that, it's something that may not be achievable, but to want to shoot for. Mr. Dick Kochanek will send out an email reminder to Board members about the goal setting for the next Board meeting.

5. Finances/Budget:

- *Attachment 2* is the final Budget update for 2023.
- *Attachment 3* is the 2023 Baseline for all accounts.
- *Attachment 4* is the 2024 Starting Budget Report

- As of Jan 1, Sam is now using QuickBooks On-Line. Sam will not be importing the previous years into the On-Line version since he made many changes to the setup of accounts. He will start looking at who needs to be able to access/view the system.
- Sam requested that Bank of America increase his Rewards credit card limit from \$15K to \$30K. This will help in paying for the SBMRF and golf tournament. Last year we paid the hotel \$30K. Sam will pay a deposit on the SBMRF hotel prior to the card closing date on Feb 6 so he can use the rewards card for the entire bill after SBMRF finishes. We will receive payment from Jan's Eventleaf SBMRF/Golf registrations around Feb 10.

Mr. Sam Hutchins went over the finance and corresponding attachments. The first one is just a summary of the 2023. The baseline one is missing the second page. Mr. Dick Kochanek will correct and resend the attachments. The baseline summarizes the transactions in two pages on where we stand. What we started out with what we have at the end of the year. The third attachment is the 2024 starting budget. We are now using QuickBooks Online. Mr. Sam Hutchins is not going to import the older data over because a lot of changes were made to the accounts so that it fits the taxes better. Right now, he is still trying to get revenue and expenses on the same report. The Profit and Loss reports are great except it isn't identifying items as O&M or E&M.

Mr. Sam Hutchins put in a request to increase the Post credit card limit and is waiting on final approval. We would earn more rewards if we could use the credit card versus paying by check for things such as the Small Business Conference and the Holiday Gala.

Mr. Sam Hutchins stated the Merrill Lynch money market fund has been created. There's \$40,000 sitting in it right now. Money can be transferred directly to our cash holding account.

Mr. Sam Hutchins said we have one outstanding scholarship check for Nils Ljung, in the amount of \$1,500. Mr. John German said he is from Texas A&M. Mr. John German will contact him to see what his plans are to cash the check.

6. Post Contract Execution Authority Renewal:

- Annually, the Board re-issues the authority for Chairpersons and POCs of major program/activities to sign contracts on behalf of the Board/Post when the activities and their related budgets have been approved by the Board IAW the Post Bylaws, Article V, paragraph 3 (see <https://classic.same.org/Portals/0/posts/satx/documents/bylaws2023.pdf>).

Mr. Dick Kochanek motioned for approval. John German second the motion. The motion was approved.

7. 2024 SBMRF and Golf Tournament:

- SBMRF scheduled for March 4-5; Golf scheduled for Mar 6. *Attachment 5* is the preliminary agenda.
- Sarah Fowlkes to provide updates:
 - Confirmed USACE Districts (Galveston, Omaha, and Ft. Worth).

- AFCEC Participation.
- Hotel walk thru scheduled for Feb 6, 11:30 am to confirm layouts and select menu.

Ms. Sarah Fowlkes provided an update. She stated that Gen. Kale and all of Air Force leadership will be in Ohio at a conference at the same time as the SBMRF. Therefore, they are getting a video from Gen. Kale that'll be about 15 to 20 minutes long to play and fill that void. Additionally, Ms. Sarah Fowlkes is reaching out to people within AFCEC to get names of people for the panels and for the one-on-ones. We have the three listed USACE districts confirmed, and she is working on getting NAVFAC Southeast confirmed. She has reached out to the MICC that we had last year. She has not heard back yet, so she might have Ms. Bonnie Hopke help her with that. There is a committee meeting this afternoon to discuss more and the first walkthrough with the hotel is in the first week of February to get everything confirmed and set to go.

Ms. Bonnie Hopke said that registrations are going well. So far, we have sold two of the title sponsorships and like four golds and six silver sponsorships. We've gotten a lot of the ala carte sponsorships also. There are a lot of folks that are sponsoring items like the Wi Fi, or lunch or breakfast or whatever. Registrations are going well. We are close to 100 attendees right now.

Mr. Dick Kochanek asked how we are doing on the room block at the hotel. Ms. Bonnie Hopke stated she did not know, as she hasn't seen any reports from them. She is expecting the first report when she goes down there. They did extend it to the 19th of February and that's what it says on the website.

Ms. Bonnie Hopke stated we have 31 registered for the golf tournament. She is anticipating several last-minute people who are waiting to make sure they are not going TDY, since we don't do refunds.

8. Leadership Lab:

- Fellows Participation:
 - Jan 22 Meeting: Bill Hedstrom and Bonnie Hopke
 - Seeking one to two fellows for each session to increase engagement of lab participants with Post Leadership.
- Graduation of 2023/2024 Cohort:
 - Scheduled for Mar 19 at Paesanos 1604
 - Keynote speech by Kristin Baer, certified Crucial Conversations Coach
- 2024/2025 Cohort Plan:
 - Lessons Learned Review w/James Kisiel. How do we continue to leverage LLAB as a mechanism to grow leaders for the community and SAME. What are the metrics of success?

- Exit Interviews with 2023/2024 Cohort via survey on Thinkific and 1-on-1's with Co-Director & Participant.
- LLAB Success Metrics:
 - Applicant Acceptance Ratio (what is the right number of participants?).
 - When groups grow beyond fifteen to twenty members, it becomes difficult to consider them a small group based on the previous definition. An analysis of the number of unique connections between members of small groups shows that they are deceptively complex. For example, within a six-person group, there are fifteen separate potential dyadic connections, and a twelve-person group would have sixty-six potential dyadic connections (Hargie, O., Skilled Interpersonal Interaction: Research, Theory, and Practice, 5th ed. (London: Routledge, 2011), 452–53.).
 - LLAB Grad to Mentorship Program Rate (goal to pair with mentor within 6 months).
 - LLAB Grad to SAME Active Participation Rate (luncheons, volunteering, SBMRF) (track over 1-2 years)
 - LLAB Grad to SAME Board Member Rate (track over 3-5 years)
- Revamp of Monthly Action Plan to reflect the above goals and ensure committed and enthusiastic participants.

Mr. Cade Deines provided a brief update on the 2023 2024 cohort. We are working to increase Post Fellow participation at our biweekly or every three-week session across a 12- or 13-week curriculum. Thanks to Bill had Bonnie for joining us on Monday. Their presence was awesome, and it was felt by all the members and a great way not only to add to the discussion, but also just increase presence from SAME and begin to create some through-ways between leadership lab and post participation. We're really seeking one to two Fellows or Board members for each of our sessions. If you're interested in joining us for the 2023 2024 cohort, we've got a couple of more sessions left between now and the first part of March. Just reach out to Ms. Cathy Bond and Cade and we can get you the dates and see if there's new areas where we maybe have a gap in participation that would be good to plug you in place to hold a lunch or a meeting.

LLAB graduation is on March 19th at Paesanos 1604. The keynote speaker is Kristen Bear, a certified crucial conversations coach. We have been able to make some ground with the whole Leadership and Mentoring committee amongst the chairs, discussing how we continue to leverage leadership lab as a mechanism to grow leaders, not only for the community, but also for SAME and what does that metric of success look like. Mr. Cade Deines and Ms. Cathy Bond are going to seek feedback from existing cohorts via survey, and then one-on-one interviews or exit interviews. They would greatly appreciate feedback from the board on what's been tracked in the past as well as a review of some current metrics (e.g., applicant acceptance ratio, how many applicants to seek, and how many is

right for the cohort). They are thinking eight to 10 membership participants in leadership lab is the right size. LLAB will offer hybrid – virtual/in person. This has allowed participants from the field chapters to attend. However, for local participants, the goal is in person attendance as this generally increases dialogue and creates more personal connections. The other metrics that we're looking at tracking our graduate to mentorship program rate, within six months how many of our lead lab grads are paired with a with a SAME mentor through the program.

Mr. Rene Cortez asked if we have anything on our website that points to the leadership lab. Ms. Cathy Bond said only during the application period. Mr. Rene Cortez stated our target audience is our younger folks and we need to take advantage of electronic media. He recommended that we have a prior leadership lab graduate that says, hey, you know, I was a part of this class, these are the benefits I got from it that we can share, along with point of contacts, that links to the application. Ms. Bonnie Hopke recommended that Ms. Cathy Bond and Mr. Cade Deines reach out to Ms. Amy Shirlberg to discuss using social media.

9. Young Professionals:

- Feb 1 Board–YP Social RSVPs (per emails received by Dick)
 - Board attendees as of Jan 22 – Cortez, Graham, Holt and Kisiel. Tentative – Bond and Quinones
 - YP attendees as of Jan 22 – Silvas
- Amanda Navarro attended the SAME YP COI call for January. A YP-sponsored “Foundations of Mentoring” webinar will be held Feb 7, 3 pm, along with a YP/Fellow mentoring survey being sent out soon.
- An idea for a Spring YP event is a matchmaking event for potential mentors/mentees to meet.
- Amanda would like feedback on the idea of charging a ticket price for attending YP events, not including happy hours.

Ms. Amanda Navarro provided an update on young professionals. YP social to occur on February 1. She attended the SAME YP COI call for January. They are doing a big focus on mentorship with SAME Fellows. There will be a webinar held on the seventh of February and a survey is going to be sent out as well, just for some input in the program and volunteer opportunities for those calls, the mentorship calls. And within that COI, there's different YP leaders from around the country, the different posts, and one thing that a few of them are doing, this spring is matchmaking events to pair potential mentors and mentee to help boost our mentorship program. Not every mentor necessarily needs to be a Fellow. YPs can learn from YPs – everyone can learn from each other. This might be something that we can do this year. Ms. Amanda Navarro would like to get the board's input on potentially charging a ticket price for attending these types of YP events. The happy hour socializing ones would stay the same. But maybe we charge \$5 or so to attend these larger ones just to ensure attendance, we get RSVP, sometimes not everybody shows up. So maybe this would help with that.

Rene Cortez asked a couple of questions: 1. Are these in-person events? 2. If so, what kind of forms are we talking about. Ms. Amanda Navarro said the matchmaking event could be in person - maybe have some drinks, and like speed dating setup. She believes this has been discussed in previous years - just a potential to just get to know each other. A second event idea is to help promote good social media presence for our young members, maybe a LinkedIn session where we talk about setting up LinkedIn profiles information to share, maybe have a photographer to take headshots while people are there so they get something out of it. They can also develop profile in the way that they want to for their current career, future careers, etc. This could be an example of how we can share things on LinkedIn. That is what Ms. Amanda Navarro envisions for those types of events. Mr. Rene Cortez asked what kind of settings are being considered for these events. Ms. Amanda Navarro said she was thinking public venues but hasn't done the full research at this time. She would love to hear ideas from others. Mr. James Kisiel joined in and said it comes back to leaders to make these things happen in the post. When a senior member takes the time to learn about the junior member by participating at one of these events, then you will get the young professionals to give up their time of going home and taking care of the kids or whatever else it is that they're doing in their lives to participate in the event. Otherwise, it's hard to get this the YP participation.

10. College Outreach:

- A joint Zoom meeting was held Jan 3 by the representatives of the faculty advisors and our Post and Houston- Galveston Post representatives to plan for the Spring semester of the TAMU Student Chapter.
 - Chapter is progressing well to date and the goal is to continue that with expanded student leadership and effective coordination of all interested parties.
 - This planning group will seek engagement by the student officers in the next week or two, and then work cooperatively to define roles and responsibilities for each party and student officer.
 - An amended charter will be finalized, and dates, locations, and times for future meetings will be set.
- Next TAMU Student Chapter meetings:
 - Jan 31 (speakers already pre-arranged) and Feb. 21.
 - A third meeting will occur in late March or early April.
 - Chapter Officers will assume full responsibility for the meetings starting with Feb 21 meeting.
- Changes are taking place for the Chapter's Faculty Advisor. Dr. John Walewski has decided to leave the Faculty Advisor position, and Dr. Lance Clark (Civil and Environmental Engineering Dept.) and Trey Morgan (Architectural/Construction Science Dept) have agreed to jointly accept John's responsibilities. The new advisors will work with Dr. Walewski and past Post Board member Pat Suermann to transition those duties over the next 2-3 weeks.

- For our annual scholarship program, Rene is proposing that we consider paying for a SAME YP membership for one-year (\$45/\$75) to any individual scholarship winner that is graduating.

Mr. John German talked about the TAMU chapter. We've had in the past a lot of issues with that group but have kind of turned the corner. We have a good organization over there now and hope to follow the lead of Mr. Terry Watkins at UTSA and make the TAMU a good solid participating group in our organization. We share the facilitation with the Houston Galveston post. We had three meetings in the fall semester of the student chapter that were well attended, and we are starting to see some progress there. The various people that are involved from the university, the Houston Galveston post, and Mr. Terry Watkins have formed a planning team to be sure that everyone is speaking on the same level and communicating and helping the student chapter get even more organized. A planning group meeting was held on January 3, and a lot of progress has been made since then. More meetings are scheduled – January 31 and February 21, with a third one in March or April. There has been a change of the facilitator. Dr. John Walewski has decided to leave that position that he's had a long time. Dr. Lance Clark has been working with him and last year and a half will take over some of the administrative functions and Mr. Trey Morgan, who is a colleague of Mr. Pat Suermann in the architectural construction science department. Those two will take over and share duties. Mr. Trey Morgan is a real motivator and we're glad to have him in the group.

Mr. Rene Cortez would like us to consider paying for a SAME YP membership for any individual scholarship winner that is graduating. Mr. John German thinks this is a good idea. This could help keep the YPs connected for the next two or three years after they graduate and become more active SAME members down the road. Mr. Dick Kochanek said that we would need to know if the YP joined a government job or a private sector company as the dues are different. We also need to find out when the scholarship awardees are graduating – not all are seniors. Ms. Diane Glass has this information in her database. Mr. Dick Kochanek made motion that we pay the first year of young professional membership for scholarship winners when they graduate. Mr. John German second the motion. Board approved.

11. STEM Outreach:

- STEM Outreach opportunities are coming in and more are expected:
 - Jan 27 Virtual Alamo Junior Academy of Science (AJAS) Fair
 - Feb 10 Girls Inc. Science Festival, Cast Med High School (Brooks City-Base)
 - Feb 17 Bexar MATHCOUNTS Competition, St Mary's University
 - Feb 17 Alamo Regional Science and Engineering Fair (ARSEF), St Mary's University
 - Mar 6 STREAM (Science, Technology, Reading, Engineering, Art, and Math) Night, Lieck Elementary School
 - Apr 5-7 JBSA STEM Activity
- Volunteer registration is open for the AJAS, MATHCOUNTS and ARSEF events at <https://2024samesatxvolunteer01.eventbrite.com>.

Mr. Harold Eberbach provided an update on STEM Outreach. Events are scheduled through March and into April. AJAS Fair is January 27th. He is working with the City of San Antonio. Hopefully we can add on to their STEM fairs in this upcoming year as well – more to follow. Bexar MATHCOUNTS is February 17th. Engineers’ week is from February 18 – 24, so we may be participating at the proclamation breakfast. He will get with Mr. Scott Mikos to finalize. On March 6 we have STREAM Night at Lieck Elementary and from April 5 – 7 we have JBSA STEM activity we are going to support for the Air Show. Mr. Scott Mikos had a meeting with Maj. Williams to discuss. Aside from that, they are going to start discussing and advertising for the engineering camp that SAME hosts the summer.

Mr. Cortez said to put him down for the Feb 10 Girls Inc. Science Festival at Cast Med High School.

12. 2024 JBSA Air Show:

- Scheduled for Apr 5-7.
- Received request from Major Marlyze Williams Show Director:
 - Director supposedly is a SAME member but does not show on our rosters.
 - Looking to partner with Post to support Show.
 - Possibly for the Post to be a STEM exhibitor at the Show or partner with them on STEM outreach throughout the community leading up to the Air Show.
- Scott Mikos made initial contact with the Major. James Kisiel thinks this would be an opportunity for Fellows and YPs to assist with the Air Force and as a STEM initiative.

DISCUSS Air Show Support

13. 2023 SAME Awards:

- Post Streamer upload was completed on Jan 19 (deadline is Jan 31). We uploaded Post Tasks completions totaling 5,225 points against the requirement of 1,701 points to earn the Streamer with Distinction
- 2023 National Award submittals (deadline is Feb 1):
 - Joshua Graham for SAME YP Medal – narrative, citation, Post President and Texas RVP endorsements completed; nomination uploaded on Jan 23.
 - Harold Eberbach for SAME STEM Champion (Individual) Award – narrative review in progress

DISCUSS Awards Program

14. Feb Newsletter – Inputs for the Feb issue due Jan 31 to Dick.

INFORMATION UPDATE ONLY

Jan 25 Post Board Minutes - Final

15. Any Other Issues/Updates:

- Members to bring up any other issues.

16. Next Board Meeting: Thursday, Feb 29, 11:30 am – 1:00 pm, by Zoom

//SIGNED//

Cassandra Price
Secretary, San Antonio Post

APPROVED AS WRITTEN

//SIGNED//

Rene Cortez
Post President, San Antonio Post

Attachments

1. 2024 Appointed Board Members
2. 2023 Final Post Budget (to Board Only)
3. 2023 Dollar Baseline All Accounts (to Board Only)
4. 2024 Starting Budget (to Board Only)
5. 2024 SBMRF Draft Agenda

ATTACHMENT 1

2024 San Antonio Post Board Appointed Positions	
Position	2024 Appointment
Young Professional Director	Amanda Navarro
Fellows Director	Josh Graham, F.SAME
Sustaining Member Director	Michele Torres
Scholarship Director	Diane Glass
Assist Treasurer	Steve Holt, F.SAME
2 nd Assistant Treasurer	Dick Kochanek, F.SAME
Assistant Secretary	Sarah Fowlkes
K-12/STEM Outreach Coordinator	Scott Mikos
E&C Camp Coordinator	Capt Varsha Savalia
College Outreach Coordinator	Terry Watkins
TAMU Student Chapter Mentor	John German
UTSA Student Chapter Mentor	Terry Watkins
Small Business Outreach Coordinator	Sarah Fowlkes
SM/Vet Support Coordinator	Mike Monreal, F.SAME
SM/Vet Transition Coordinator	Markus Henneke
Special Projects Coordinator	Bonnie Hopke, F.SAME
Leadership Lab (LLAB) Co-Director	Cathy Bond-Cassidy
LLAB Co-Director	Cade Deines
Golf Committee Chair	Mike Beach
Holiday Celebration Chair	Hilda Quinones
Awards Chair	Dick Kochanek, F.SAME
Newsletter Editor	Dick Kochanek, F.SAME
Website Manager	Dick Kochanek, F.SAME
Social Media Coordinator	Amy Shirlberg



Perry Cortez

ATTACHMENT 5



2024 Small Business Market Research Fair (SBMRF)

SBMRF is at **Embassy Suites Landmark** at 5615 Landmark Pkwy, San Antonio, TX 78249.

DRAFT Program Agenda as of 18 January 2024

Monday 4 March 2024		Location/Room
8:00am – 4:00pm	SBMRF Registration and Exhibit Booth Set-up One-on-One Sign-up open to Sponsors/Exhibitors ONLY	Embassy Suites Landmark Foyer
1:00pm – 4:30pm	1:00-1:15pm Opening Ceremony by Rene Cortez 1:15pm-1:30pm AF Leadership Welcome and Introduction – BrigGen Kale AF Leadership Mission Briefings 1:30pm-2:00pm AFCEC/CC – Col. Fajardo/TBD 2:00pm-2:30pm 772 nd ESS/CC – TBD 2:30pm-2:45pm Break 2:45pm-3:20pm USACE Leadership Briefings – TBD 3:20pm-3:55pm MICC – TBD 3:55pm-4:30pm NAVFAC - TBD	Bluebonnet B & C
4:30pm – 7:00pm	Welcome Social and Networking Event One-on-One Sign-Up opens to SMALL BUSINESSES ONLY. (Lantana A & B)	Bluebonnet A, Foyer, & Patio
Tuesday 5 March 2024		Landmark Room(s)
7:00am – 7:55am	SBMRF Registration Breakfast for all attendees. Breakfast Bar at the Embassy Suites. Coffee provided in the Foyer. One-on-One Sign-up open to ALL Businesses	Embassy Suites Landmark Foyer Lantana A & B
8:00am – 11:15am (Concurrent)	8:00-8:15am Welcoming Remarks and National Post Welcome by Charlie Perham, National President 8:15-9:05am Government Panel: AF Programs-Construction (CZ) Moderator: Terry Watkins (Jacobs) Speaker Panel-TBD 9:10am- 10:00am Government Panel: AF Programs-Environmental (CF) Moderator: Joshua Graham (HDR) Speaker Panel- TBD 10:00am-10:15am Break	Bluebonnet B & C



	10:15am–11:15am AFICC 772nd and USACE Acquisition Strategy/Programming Briefings Moderator: Steve Houser (Stantec) <ul style="list-style-type: none"> ○ AFICC 772nd – TBD ○ USACE Districts – <ul style="list-style-type: none"> ▪ Ft. Worth ▪ Galveston ▪ Omaha 	
8:00am- 12:00pm (Concurrent)	One-on-One Sign-up open to All Businesses	Lantana A & B
11:30am –12:30pm	Networking Luncheon	Bluebonnet B & C
1:00pm – 5:00pm	1-on-1 Networking Representatives with Government Representatives Sign-up open to ALL businesses until full.	Bluebonnet B & C
5:00pm – 7:00pm	Networking Social (Exhibitors are welcome to tear down AFTER networking social concludes)	Bluebonnet A, Foyer, & Patio

Wednesday 6 March 2024		Landmark Room(s)
8:00am – 10:00am	Exhibit Booth Tear Down and Clean-up	Embassy Suites Landmark Foyer
8:00am – 1:00pm	Golf Tournament (Breakfast and Lunch provided at golf course)	Canyon Springs Golf Course