



Seattle Post Board Meeting January 7, 2021 | Meeting Agenda

Date/Time: Thursday, January 7, 2021, 8:00 am – 9:30 am

CALL-IN MEETING ONLY: Join via GoToMeeting link in calendar evite, or

call-in 1-877-309-2073 or 1-646-749-3129; Access Code: 162-361-933

Attended (alphabetical order)

** voting member*

Scott Adamek	Mark Ohlstrom*
Manny Bautista*	Wendy Oresik*
Gina Bryan	Ryan Peterson*
Ginette Chin	Faith Powell
Jackie Corley*	John Souza
Ralph Field*	Ray Spees*
Melissa Grasso	Kevin Stoll
LCDR Sam Lee	Larry Toimil
Terry McCann	Nick Vlahovich
Dave Newkirk	LT Bo Wowtschuk*
Tom Nichols*	Allen Wycoff
	Nancy Yee*

Welcome and Announcements

1. Roll call
2. Declare quorum – Quorum called
3. Approve January 7, 2021 Agenda - Agenda approved
4. Approve December 3, 2020 Meeting Minutes – Minutes approved
5. Announcements
 - Quick update on upcoming registrations: session 1 for MTA is at 30 people. MTA is on Jan 28.
 - Session 1 for the SAME leadership discussion series is at three people.
 - Change into the board: Karen Sullivan has moved to Florida and stepped down from her position of Secretary and Jackie Corley is the new Secretary for remainder of this year.
 - If anyone is interested in the position of Asst. Secretary, there is a vacancy we need to fill on the board.



Standing Reports

TREASURER (Ryan Peterson)

- The December statement went out this morning (01/07).
 - o Shows money moved around between accounts to appropriate for scholarship fund, donations and whatnot, and had income from the holiday social.
 - o Beyond the normal monthly report, discussed the 2021 annual budget.
 - Ryan emailed the spreadsheet to the post; the 2021 budget is similar to the 2020 budget.
 - Had some input and revised the budget: MTA, Meet the Chiefs, and Small Business Symposium are all scaled down. Golf tournament reduced organization role is accounted for.
- Any questions?
 - o Mark Ohlstrom: two things we need to address appropriately:
 - Our annual sponsors did not get the full benefit because of what happened last year so we may need to make allowances/budget for less income from sponsorships. Unless we get additional sponsors, or we double up in sponsorships. We may have less revenue coming in for some events (unless we expand sponsorships and bring in additional sponsors).
 - o Ryan did not include any income from sponsors for 2021. Income from events may be reduced because we are carrying that benefit over from last year to this year.
- Approve Treasurer report as presented. All in favor. No oppositions.
- Approve Proposed budget for 2021 as presented? Comments:
 - o First, Wendy announced that the Sustainability event outcome will affect this year's budget. They are looking to move the event out; the committee does not feel confident that it is going to occur in November. Committee wants to delay to March, 2022.
 - Anything in the budget for this year for Sustainability program? Wendy/committee might want to do a luncheon program (something minor). There will not be any major event.
- Approve Proposed budget for 2021 as presented. All in favor. No oppositions.

SPONSORSHIPS (Mark Ohlstrom proposed adding this category)

- Mark's update: Firms have been expressing interest in being annual sponsors to sponsor some events this year.



- Sponsorship value – need to account for income that will not come through from companies that came to sponsor in the past.
- We need to talk to the sponsors from last year and see what sponsorships work for them.
 - o What credit do you want?
 - o Are you willing to sponsor this year and at what level?
- Need to work out logistics with each of the committees for slots that are allotted.
 - o Need to let the companies decide what categories they want to be in.
 - o We should put something out that shows what we will offer for this year for the events we are having, especially the benefits for each event – virtual or in person.
 - Meet the Chiefs
 - MTA
 - Golf Tournament
 - Projects of Excellence
 - Etc.
- There are two firms interested that want to do an annual sponsorship.
- Thinking we should reach out to sponsors and we need to be flexible based on what they want to do and have done last year.
- We need to decided ASAP:
 - o Do we want to put packages out with what we are going to offer?
 - o Or do: A la carte like we have done in the past?
- Nick brought up that we have someone interested in being a sponsor for the event on the 28th – can offer something short term.
- What should we offer the sponsors?
 - o What will be the benefit for the sponsors for sponsoring virtual meetings?
 - o Maybe for this year we could go just one tier, a flat rate sponsorship for those who want to be recognized during individual events.
- Takeaway/Key Next Steps – talk to the seven firms from last year and put together a proposal. Also get to know what some of the cool features of GoToMeeting so sponsors know what features they will benefit from during virtual meetings.
 - o Nick volunteered to be a part of an offline planning call.
 - o Anyone else part of the support group to put together a proposal for the board: Nancy, Larry, Melissa, Kevin.

MEMBERSHIP (Scott Blount)

- Absent
- No additional questions/comments to the report Scott sent out before the meeting.



PROGRAMS (Nick Vlahovich)

- Caroline, Sam, Kevin and Nick met before the holidays to discuss Small Business Symposium, Meet the Agencies and upcoming 2021 programs.
- Because of the changes, we are booked in terms of new programs all the way through May – May program US public health service.
- Kevin lead Meet the Agencies (modified) coming up on the 28th.
- Nick brought up his conversation with Tiffany Scroggs at PTAC, and she brought up Alliance NW and our participation in it.
 - o Tiffany has invited us to participate. They sent us all a personal invitation email blast from her and PTAC. They want SAME Seattle Post involved as a virtual table sponsor as a \$1,000 bronze sponsorship.
 - o Another sponsor opportunity for Alliance NW is to sponsor a virtual breakout room – to have someone from SAME corporate (or a local leader) speak at a breakout room (this will be more expensive).
 - o Should we go with the \$1,000 sponsorship? The sponsorship gives us the ability to show our logo at the event & attendees to click on our logo and go visit whatever site we choose.
- Meet the Agencies (see update below)

Annual Event Updates *(in calendar order)*

DECEMBER 2020 | HOLIDAY SOCIAL (Nick Vlahovich)

- We had about 25 people attend. Very competitive event for the trivia game.
- Would do something like this again.

JANUARY 2021 | MEET THE AGENCIES (MTA) (Kevin Stoll)

- Going with the recommended option to split the half day event into three different luncheons (January, February, March).
- We will get our slated speakers, two per lunch and then UW will speak alone.
- Coming up first in January on the 28th: Port of Seattle, King County
- February 16th: WSDOT, Sound Transit
- March 16th: UW
- Sam is willing to support the event with the Kitsap chapter, as well as Mount Tacoma: we will make this a trifecta approach and to try to get more membership to attend.
- Pricing as normal lunches. \$10 for members.
- Melissa sent an email out to register.

APRIL 2021 | TECHNOBOWL (LT Bo Wowtschuk)

- Ray is trying to get Bo in contact with Dave Waltz to find schools that have done this in the past so Bo can reach out to them.



- Specifically, local schools that are willing to do a Zoom trivia game, similar to holiday social.
- There is no date set.

APRIL 2021 | SMALL BUSINESS SYMPOSIUM (SBS) (LCDR Sam Lee)

- Sam is proposing to start planning for a hybrid event at the Kitsap conference center, we still have it reserved for the 27th of April. Thinking this an opportunity for the first hybrid event. Will depend on how things develop with Gov. Inslee.
 - o Inslee announced healthy WA plan that divides the state into different regions and Kitsap County is in NW region. If the NW region and is in Phase II then indoor entertainment events will be allowed at 25% capacity.
 - Puget Sound ballroom at the Kitsap conference center is 6,000 SF, capacity is 300 – would then allow a possible onsite capacity for 75 people.
- Proposal to have a live event with 75 people and broadcasting as a virtual meeting for those who cannot attend in person.
 - o Would need to reach out to national to get their copy of the in-person events waiver. Sam does have the copy, which is part of the process he is going through.
 - o Every in-person attendee would sign a waiver.
 - o Would be ideal to make it work with the social distancing in affect as well especially in terms of speakers, networking, etc.
 - o Also, would need to plan for the possibility if it is all virtual. Will not try to hold it if it does not comply with the governor's plans. Plan is to try our best to do an in-person event.
- March 1st: Sam will have a go no go criteria plan set in place that if NW region is not into Phase II by this date, then it will be turned to all virtual. Currently, he needs to get ahold of Kitsap conference center.
 - o Will also need to see if there are any additional costs and if we can cancel if need be; we have our deposit already from last year.
- Date/Timeline of the event:
 - o Sam would like to do something the night before (April 26th) since some people will be traveling.
 - o However, is currently only focusing on the 27th. If things are going great and restaurants are open then we can set up an ad hoc event as we approach. But for now we are only planning on the 27th.
- We do need to look at someone who will succeed Sam as the Small Business advocate/champion. He will not be here in 2022. Let Sam/Caroline know if you are interested in being the champion of the Small Business event.



August 2021 | GOLF TOURNAMENT (Mark Corcoran)

- Absent
- Mark Ohlstrom spoke with Dave Newkirk and Lt. Colonel Mike Funches - Mount Tacoma will be leading the golf tournament again.
- Would be interested in having Seattle's support and involvement. We do not need to have a chairperson but would need a liaison working/supporting Mount Tacoma.

Fall 2021 | PROJECTS OF EXCELLENCE (John Hickey or Ralph)

- John/Ralph were absent.
- Mark comments: Do we want to do something for centennial?
- Dave Newkirk: With the centennial, celebrations were pushed out to the end of this year. They want to make sure people have enough time to plan for this so as long as we can get it done by the end of November then we will be able to capitalize on that.
 - o Special one with TME for all the centennial celebrations. Will do a snippet of celebrations of ones that had already occurred because not everyone could have done one. So they will be a special one with all the celebrations up to November of this year.
- Mark to talk to Caroline to get something planned for the October event. Could maybe do something in person in October.

ADDITIONAL NOTES

- Tom Nichols attended the Portland Board Meeting on 01/06 and the idea of the Joint Meet the Chiefs with Portland came up.
 - o Rob (Portland Port President) will reach out to Caroline and Seth about the Joint Meet the Chiefs and taking the lead on it.
 - o Allen sent an email out to Nick and Caroline regarding Meet the Chiefs and holding a virtual event.
 - o Should try to reach up to 100- can do virtual or in person. Need to start working on this event, is there a right way to plan it now? Hybrid, virtual or in person?
- Note: Portland Post had 47 people attend their virtual luncheon yesterday.
 - o About the VA hospital, had the architect and engineer come in and discuss the project (seismic upgrades and everything else that took place).
- JETC that was scheduled for Portland in May will be entirely virtual.
- National wants all springtime events to be virtual.

Committee Updates

COMMUNICATIONS (Melissa Grasso)

- Few notices going out for Meet the Agencies and development series going on in January.



- Encourage everyone to go to the LinkedIn page. Notices are posted on the SAME Seattle LinkedIn page. Share with your network.

COMMUNITY OUTREACH (Scott Adamek)

- Trying to develop a mission statement for this position.
 - o Doing research: looked at SAME Seattle Post website, SAME National website, and SAME National Post Operations Manual and 2025 National Strategic plan – not the greatest alignment between all four sources.
 - o Main takeaway was that there are three main areas for community outreach committee position:
 - 1. Advocacy and liaison with other professional organizations.
 - 2. Local communities/municipalities.
 - 3. K-12 and local colleges.
- Scott wants to ask for guidance from this group as to where we think the priority of effort should go.
- Mark to talk to Caroline when she is available for a sense of direction.
- Anyone has thoughts to contact Scott, want to increase awareness of what SAME does. Other committees can help support.
- Scott's recommendation/preference is to be the first of the three.

EMERGENCY PREPAREDNESS (Chair TBD)

- No Update.

ENERGY AND SUSTAINABILITY (Wendy Oresik)

- The committee just went through looking at how things are rolling out and feeling confident with the November date. Discussed the pros and cons of moving it out a year because there is another Puget Sound event that occurs then.
- It would be better to do it next year when we are 100% confident that it will occur in person.
- Will be in March of 2022. Keeping in mind to stay away from AllianceNW date.

ENGINEERING & CONSTRUCTION CAMPS (Terry McCann)

- Construction camps – had a conversation yesterday with SAME National.
 - o Want to know if Seattle Post is interested in sponsoring students again this year; Terry said we are interested. National wants to pull something off late June/early July time frame. Process gets going typically in February. Applications due in late March.
 - o Nothing pressing at this point.
- Streamers: submittal due at the end of January, hope to send draft submittal to Mark and Caroline the week of Jan. 18.



- Will be easier this year instead of previous years. We just have to pull three elements from four streamers in the 2020 program. Pull together flyers we receive each month from each event and minutes from each board meeting and from that build a master schedule to prop into the submittal.
- Packet is full now.

FIELD TRIPS (Chair TBD)

- No Update.

KITSAP CHAPTER (LCDR Sam Lee, Manny Bautista)

- No Update.
- As we plan for Small Business conference, would be good to try and do something the night before.

LEADERSHIP DEVELOPMENT (Stacy Anderson, CAPT Jed Boba)

- First event comes up next Thursday 01/14. Melissa put out the announcement and want to encourage people to participate; especially younger professionals for those who are looking to develop their career. Available for people at all stages of their careers.
- Want to acknowledge Faith Powell, she has put an application into the National Leadership Development Program.

MENTORING (Ginette Chin)

- Not a whole lot to report: Caroline sent over some information back in December and Ginette has been doing research to get more information about other SAME mentoring.
- Some of things we need to make a decision on: How are we going to start the program?
- We need to put together mentoring training: What is the difference between mentoring, guiding and teaching? Make sure we have the tools we need to start.

MEMBERSHIP – RETENTION AND NEW (Scott Blount)

- Absent

MEMBERSHIP – SUSTAINER FIRMS (Jim Shellooe)

- Absent

MEMBERSHIP - YOUNG MEMBERS (TBD)

- No Update.



NOMINATIONS (Larry Toimil)

- Larry will get an announcement out to Melissa with all the positions available currently and for the upcoming year for nominations for those positions. Need people to reach out to their network for some of the positions we are trying to fill now.
- Will send out before the end of this month.

PROFESSIONAL DEVELOPMENT (Wendy Oresik)

- Absent

SCHOLARSHIPS (John Souza)

- We have a PSE and SSF board meeting next week to identify our contribution amount, scholarship offer should be roughly the same in terms of the number and size for post member sponsor and high school scholarships.
- Add-ons are all in play, once we have our roster together, John will be able to provide more information to get word out to/a list of communications. There are companies and individua's who want to sponsor their own scholarship.
- Likely to have around \$20,000 in additional scholarships besides the ones coming through SAME.
- Applicable to all family and friends.
- John will have a better understanding of what the offer will be after that meeting. Primary caters to students in college and sponsors will have the ability will specify a certain major or school.
- More information to come in the next two weeks.

SMALL BUSINESS COMMITTEE (SBS) (LCDR Sam Lee)

- No Update.

STEM / UW STUDENT CHAPTER (LT Bohdon Wowtschuk)

- Reached out to the ASE at the UW to see if they want to coordinate. Will reach back and get the ball rolling for student members. Keep aware of scholarship opportunity.

STRATEGIC PLANNING AND STREAMER AWARDS (Terry McCann)

- No Update.

VETERAN ASSISTANCE (Karl Himes)

- Absent

OTHER BUSINESS

- No other topics.