



## Seattle Post Board Meeting May 6, 2021 | Meeting Minutes

**Date/Time: Thursday, May 6, 2021, 8:00 am – 9:30 am**

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

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

### Attended (*alphabetical order*)

#### *\* voting member*

Scott Adamek	Caroline Roberts*
Manny Bautista*	Ray Spees*
CAPT Jed Boba*	April Sweet
Gina Bryan	Mark Swink
Jackie Corley*	Nick Vlahovich
Ralph Field*	LT Bohdon Wowtschuk*
Melissa Grasso	Allen Wycoff
Terry McCann	Nancy Yee*
Tom Nichols*	
Mark Olhstrom*	
Ryan Peterson*	

## Welcome and Announcements

1. Roll call
2. Declare quorum – Quorum Called
3. Approve May 6, 2021 Agenda – Agenda Approved
4. Approve April 1, 2021 Meeting Minutes – Minutes Approved
5. Announcements
  - Mount Tacoma Post to have their centennial celebration on July 23<sup>rd</sup> at Tacoma Marriott. Will be outside.
  - JETC is coming up – the 17<sup>th</sup> through the 21<sup>st</sup>.
    - o Can get all professional development hours in one spot.
    - o This is where we will be thanking our National President Heather and swearing in new National President: Admiral Mark Hanley with AECOM – he is in Seattle quite a bit.
  - The century book – SAME publication lookover of the past 100 years – is still on sale. You can go to SAME web page for more information.
  - Mount Tacoma post will be holding their virtual luncheon webinar 05/11 1130AM.
    - o Steve Kelley, Area Engineer of JBLM, will discuss the JBLM runway Culvert project.
    - o No cost to attend, registration is on Mount Tacoma web page.



- Portland post will be having an in person luncheon at 1130 on Thursday the 2<sup>nd</sup> of September. Guest speaker is the Director of Civil Works for the USACE, Al Lee.
  - o He is directly responsible for USACE's \$8B civil works program and will be discussing the way forward for USACE's civil structure program in concert with the Biden administration \$2T program.

## Standing Reports

### TREASURER (Ryan Peterson)

- Report PDF was sent out last night.
  - o Important items: Income from April luncheon and income from one of the sponsorships for Meet the Chiefs event in June. All other transactions were incidental.
- IRS Form 990EZ was submitted earlier in April to close our IRS requirements for the year.

### MEMBERSHIP (Scott Blount)

- Absent but sent out report.
- Down eight members but gained four.
- Would like ideas for the board to remain steady on members so we are not losing anymore.
  - o Would also love to increase our membership.
  - o Let Caroline know if anyone has ideas.

### PROGRAMS (Nick Vlahovich)

- SIOP program had a great turnout; thank Sam Lee for helping to arrange that.
- David Sweet has volunteered to come back in a year for a SIOP update as well.
- Important note: need to figure out IT issues so people can be muted.
- Next program: on May 13<sup>th</sup>, odd date because of JETC. Would normally be on Tuesday the week before but 13<sup>th</sup> was the only date the speaker could make it.
  - o Plug for Matt; Caroline heard him speak before on leadership and communication and he was exceptional. He has a lot of connections here because he is tied to the Public Health Service and EPA Region 10 here in Seattle but actually lives in Portland.
  - o To cover upcoming construction program, environmental program etc.
- Kevin Stoll and Nick planned for next year's Meet the Agencies hoping it will be back to normal.
  - o Kevin will take the lead on the event again. Hope to be back at the Crowne Plaza at SeaTac with the same format.
- Looking for a November speaker, hoping to have Bob Parker from AECOM. Not sure if we need an October speaker or not.



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

### APRIL 2021 | SMALL BUSINESS SYMPOSIUM (SBS) (TBD)

- Need to pick a date for next year (2022) so we can let the Kitsap Conference Center know.
  - o Caroline will get with Nick and Ray, maybe Bo and then will run by the board.
- Need to find someone to take Sam's place as the lead.
  - o Caroline will assist/happy to help.
  - o Manny's Operations person lives out there so he will see if he is interested.
- Ray's firm has an office down the street from the conference center.
- Important to-do: find someone to step into that leadership role.

### JUNE 2021 | MEET THE CHIEFS (Allen Wycoff)

- Event is shaping up. Have seven sponsors now and nine speakers.
- Have standing meetings twice a month.
- Looking now to firm up the speakers and the agenda.
  - o About six weeks out and only have confirmation from a handful of the speakers and/or their agencies.
  - o Committee is the mode of getting firm confirmation and who is confirmed to be there.
- Set up the logistical meetings/technology run throughs to force people to step up and commit.
  - o Nick is more than happy to help support Allen with getting the speakers.
  - o This year he is trying to share more responsibilities, working with Seth and Curtis.
- As of right now, we have seven platinum sponsors for this event; this year we will not be able to allow each one to speak/give airtime.
  - o 5 minute speaking portions is part of the sponsor deal.
- As of right now we would need about 40 minutes reserved for sponsor speeches.
  - o Get people to reduce their presentations to about 2 minutes. Ask if they are comfortable for 1 1/2 – 2 minutes.
- Could we try to break up it? Half go at the beginning and half at the end.
  - o We could sprinkle them into each presentation. Agency, sponsor, agency, sponsor.
- Ray motioned to reach out to sponsors and change the agreement from five minutes to two minutes, second, all in favor, no oppositions.
- Transition leadership positions as a post usually at this event; nominations happen in May.
  - o Mark will announce this year.
  - o Portland voted in their board meeting last week.
  - o For Seattle vote, the board will vote in June at next meeting.



- Will swear in Portland and Seattle at Meet the Chiefs.
- Can include Mount Tacoma – though they are on different cycle (January to end of December).

**AUGUST 2021 | GOLF TOURNAMENT (Mark Corcoran)**

- Mount Tacoma leading and it is still on for the 12<sup>th</sup>.

**Fall 2021 | PROJECTS OF EXCELLENCE (John Hickey/Ralph Field)**

- No Updates.

**October 2021 | SAME SEATTLE CENTENNIAL CELEBRATION (TBD)**

- No Updates.

**October 2021 | VETERANS ASSISTANCE LUNCH (Ray Spees/Karl Himes)**

- No updates or thoughts.

## **Committee Updates**

**COMMUNICATIONS (Melissa Grasso)**

- Not much to report. Had a couple of communications go out last week (one about Portland's upcoming lunch and our upcoming meeting for next week).
- Let Melissa know if there is anything wanted to add to the website, blog post for sponsors?
- John Souza scholarship email: TBD and solidified in June and will be pushed out communication wise.

**COMMUNITY OUTREACH (Scott Adamek)**

- Nick and Scott talked with Programs Chair with ASCE Seattle Chapter. They are really excited about a joint luncheon with SAME Seattle for September 2022 in person. Possibly downtown Seattle location.
- At next board meeting, Scott would like to go through detailed discussion/key questions/concept on decision points to cover.
- Thinking we should also reach out to other agencies for doing joint programs with other associations.
  - Ideas of organizations: ASHRAE, SMPS, CMAA – be inclusive keeping in mind there are many organizations: thinking we can keep in mind key organizations like ACEC, AGC.
    - Will be relationship based, not necessarily having one person in charge of connecting SAME with all the organizations we choose.
  - SMPS Seattle is having some of the same conversations and is interested in joint organizations.



- Stay aligned with alliances that corporate has set up for joint programs.
- Good place to start: <https://www.same.org/Grow-Professionally/Strategic-Partnerships>
- Next steps are to have further discussion. Each person owns the relationship with different agencies and then feed it to one contact person. Larger broadcast through everyone's channels.

#### EMERGENCY PREPAREDNESS (Chair TBD)

- Still in need of Chair. Know of anyone who is interested in that and maybe see what firms are involved in Rapid response in NW Division.

#### ENERGY AND SUSTAINABILITY (Wendy Oresik)

- Absent.
- Still planning on February 2022.

#### ENGINEERING & CONSTRUCTION CAMPS (Terry McCann)

- Have two people that are scheduled to go to Marine Corp camp. He will be coordinating with Ryan to get that rolling.
- Camp is end of June, early July.

#### FIELD TRIPS (Chair TBD)

- Still looking for field trips chair.

#### KITSAP CHAPTER (Manny Bautista/Mark Swink)

- Sam, Mark Swink and Manny met to have a chat/turnover.
- Duties have been turned over to Mark Swink, Supervisor/General Engineer with NAVFAC.
- Decided to weather the storm until COVID clears up, there is still some uncertainty.
- Thinking of hosting a social in Bremerton at Cranes Castle brewery as a kickoff to get the chapter moving again.

#### LEADERSHIP DEVELOPMENT (Stacie Anderson, CAPT Jed Boba)

- Missed the April program due to travel, planning on doing an event in June.
  - Skipping May due to JETC.
- Jed will get the date once finalized. Want to get recruiters from Jacobs or other firms on designing your career from the AEC perspective.
- July 7<sup>th</sup> is the start of Jed's change of command.

#### MENTORING (Ginette Chin)

- Absent.



MEMBERSHIP – RETENTION AND NEW (Scott Blount)

- No Update.

MEMBERSHIP – SUSTAINER FIRMS (Jim Shellooe)

- Absent.

MEMBERSHIP - YOUNG MEMBERS (April Sweet)

- No update. Still hoping to collect information on roles and responsibilities.
- Next step is to have a meeting with Ray to discuss steps.
- If there is a place where we have roles/responsibilities stored/other materials about the board, April would like to request this information. Committee Link:  
<https://www.same.org/Get-Connected/Find-a-Post/Seattle/Committees>
  - o Dave Walt was the last young member; Bo was also in that position.
  - o Ray has his contact.

NOMINATIONS (Larry Toimil)

- Absent.

PROFESSIONAL DEVELOPMENT (Wendy Oresik)

- Absent.

SCHOLARSHIPS (John Souza)

- Absent, but emailed over this update:
  - o Scholarship application acceptance period ended this past weekend.
  - o Received approximately 75 applications for the SAME Seattle Post/PSE&SSF funded scholarships.
  - o Received approximately 40 applications for the PSE&SSF-Sponsored scholarships (funded by sustaining member firms, companies, and individuals).
  - o Performing review of all received applications and transcripts to make certain they meet the application requirements and are valid for review.
  - o Will be getting the first scholarship review packages out to the award selection teams by the end of the week.
  - o All reviews will occur in May and award selection notifications will be made in May and early June.
  - o Will provide Seattle Post with table of scholarship award winners in June and will update Scholarship webpage to identify all award winners in June.
  - o Big thanks to the Post for making the 2021 scholarship campaign a success – without the funding and support, this program would not be possible.

SMALL BUSINESS COMMITTEE (SBS) (TBD)

- No Update.



STEM / UW STUDENT CHAPTER (LT Bo Wowtschuk)

- New student chapter president and has promoted JETC on Instagram page.
- He will set up a Facebook and Instagram account for the student chapter. Once he has engagement will get an informal event set up.

STRATEGIC PLANNING AND STREAMER AWARDS (Terry McCann)

- Confused if it has turned into an online platform. They were planning on switching it over to update ongoing.
- Caroline will inquire on the national level.

VETERAN ASSISTANCE (Karl Himes)

- Absent.

OTHER BUSINESS

- N/A

END OF MINUTES