

## SAME Omaha Post Annual Planning Meeting – January 16, 2025

**Date:** 16 January 2025

**Time:** 8:00 AM Central Time (CT)

**Call to Order-** President: Stephanie Heibel called the meeting to order. Those in attendance are listed below

☒ President: Stephanie Heibel

☒ Secretary: Chris Artz

☐ Treasurer: Brian Schuele

☐ Vice President for Service Members and Veterans: Rob Hufford

☒ Vice President for IGE: Bobbi Jo Lang

☒ Vice President for Resilience: Don Fucik

☒ Vice President for Professional Development and Personal Growth: Kandi Srb

☒ Vice President for Leadership and Mentoring: Tom Svoboda

☒ Director for Communications: Jill Zehr

☐ Director for Awards and Recognition: Christina McManis

☐ Director for Young Members and Student Outreach: Stephanie Ling

☒ Director for Fellows: Natasha Gromak

☐ Past President: Ryan Watzke

### Welcome and Ground Rules:

Stephanie welcomed all attendees and outlined the ground rules for the meeting. It was emphasized that the ELMO principle (Enough, Let's Move On) would be applied to keep discussions focused and efficient.

### Review of Past Roles and Responsibilities

The group reviewed the past roles and responsibilities sheets and compared them to the new roles. Key changes and updates were discussed to ensure clarity on expectations moving forward. Revised roles are included at the end of the minutes. As a part of this process the group reorganized most of the roles under VPs and secretary. Communications and Awards directors would report to the Secretary. Young Members and Student Outreach directors could be separate roles which both report to the VP for Leadership and Mentoring. Fellows and Past President would still report directly to the President.

### Review of New Streamer Requirements

The new streamer requirements were reviewed, with emphasis on identifying the changes to the program. The group also discussed the need to submit streamers for 2024.

### Discussion on Swag, Engage Platform, and Foundation Silent Auction

The meeting shifted focus to swag items, the Engage platform, and the upcoming Foundation silent auction. Bobbi is ordering more swag items. Chris Artz will look at the Engage platform for the Post Board to store files, etc. One idea for the silent auction was to provide a registration for Omaha Industry Day with a hotel room.

**National Awards nominations.**

Roger Wozny was nominated for the National Golden Eagle Award. Ann and Bill were nominated for the SMP program.

Adjournment by Stephanie Heibel

\*\*Minutes Prepared By: Chris Artz, Secretary on 2/26/2025

## Society of American Military Engineers, Omaha Post

### 2025 Annual Planning

Committee:	Post President	
Purpose and Scope of Committee:	Guide and Motivate the Post – focused on current SAME HQ Strategic Plan Goals: (these might be updated in 2030, have asked for feedback on draft plan from Posts) 1. Drive Partnerships 2. Deliver Solutions 3. Develop People	
Responsibilities/Duties	<ul style="list-style-type: none"> <li>Facilitate monthly board meetings, when possible</li> <li>Facilitate membership meetings when possible</li> <li>Submit articles for newsletters and website as needed</li> <li>Attend Post functions, when possible</li> </ul>	
Dates	June	President's Letter for website
	September 15	President's Letter for website
	December 15	President's Letter for website
	March 15	President's final letter for website
	May	Facilitate Industry Day and attend National JETC Conference
	May	Attend National Conference, accept Post Awards
	July	Present Post President's Award
	Monthly	Participate in RVP calls

Notes: 1) Get new volunteers involved in board and committees, every position should have committee members to assist and for succession planning. 2) Everyone has the resources and tools needed to do their job.

Usually works well for Omaha COE Commander to serve as President, if they so wish, their 2<sup>nd</sup> year that the Omaha COE.

***Society of American Military Engineers, Omaha Post***  
***2025 Annual Planning***

<b>Committee:</b>	<b>Secretary</b>	
Purpose and Scope of Committee:	Accurate record keeping, continuity of Post	
Responsibilities/Duties	<ul style="list-style-type: none"> <li>Record and report minutes of executive board meeting and other meetings, as necessary</li> <li>Provide other communication, as required</li> </ul>	
	July	<ul style="list-style-type: none"> <li>Submit new POCs/officers via National website and provide to Omaha Post communications POC to update website</li> <li>Update Post letterhead (send to membership and SMP POCs)</li> <li>Update agenda for board meetings with new POCs</li> <li>Send out board meeting invites for the next year if not already created</li> <li>Assist President with scheduling annual planning meeting</li> </ul>
	Monthly	Record and report minutes of executive board meeting, send minutes out NLT 1 week after the meeting
	Monthly	Send e-mail reminder of upcoming Board meetings with agenda and request reports from individuals unable to attend.

Notes:

***Society of American Military Engineers, Omaha Post***  
***2025 Annual Planning***

<b>Committee:</b>	<b>Treasurer</b>	
Purpose and Scope of Committee:	Controller of finances	
Members	<b>Brian Schuele</b>	
Responsibilities/Duties	<ul style="list-style-type: none"> <li>• Maintain financial records for the Post Operations Acct. and SAME National Foundation Acct.</li> <li>• Attend monthly board meetings to present YTD Budget and Monthly Income Statement.</li> <li>• Attend monthly membership meetings, manage money box, and deposit funds.</li> <li>• Prepare and submit Annual Post Records for submission of IRS Form 990 by Post CPA.</li> <li>• Prepare and submit Annual Post Report to SAME National Office.</li> <li>• Prepare and submit Annual Post Audit to Post Audit Committee and SAME National Office.</li> <li>• Prepare and submit Annual Post Budget to committee chairs for review and to board for approval.</li> <li>• Prepare and submit deposit/withdrawal forms for SAME National Foundation Account.</li> <li>• Issue checks for reimbursement of approved Post expenses.</li> <li>• Assign Post Audit Committee members (currently Roger Wozny, Secretary, and Tom Svoboda).</li> <li>• Assign mail pickup and distribution (currently Stephanie Heibel &amp; Bobbi Jo Lang).</li> </ul>	
Dates	March 1	Submit Post Records to Post CPA.
	March 1	Request Annual Post Report information from committee chairs.
	March 1	Submit Annual Post Audit to Post Audit Committee.
	March 31	Submit Annual Post Report to SAME National Office.
	March 31	Submit Annual Post Audit to SAME National Office.
	May 15	Deadline for IRS Form 990 by Post CPA.
	December 1	Submit Annual Post Budget to committee chairs for review.
	January 1	Submit Annual Post Budget to board for approval at January meeting.
	February Meeting	Request young member attendee for JETC in May.
	April Meeting	Request member attendee for Post Leadership Workshop in August.
Notes:	Current signatories – Access Bank Account - Chris Langan, Natasha Gromak, Treasurer; Foundation Account - Treasurer	

# Society of American Military Engineers, Omaha Post

## 2025 Annual Planning

<b>Committee:</b>	<b>Past President</b>	
Purpose and Scope of Committee:	Serve as a Reference	
Responsibilities/Duties	<ul style="list-style-type: none"> <li>• The Past President should attend board meetings when available to serve as a reference to the new board/President regarding happenings the previous year.</li> <li>• Assist with Nominations Committee.</li> <li>• Continue to support the Post and encourage potential new members to join.</li> </ul>	

Notes:	

## Society of American Military Engineers, Omaha Post

### 2025 Annual Planning

<b>Committee:</b>	<b>Fellows Coordinator</b>	
Purpose and Scope of Committee:	Communication/Coordination with Omaha Post Fellows	
Responsibilities/Duties	<ul style="list-style-type: none"> <li>• Coordinate communications among Omaha Post Fellow throughout the year.</li> <li>• Plan quarterly Fellows meeting each year</li> <li>• Encourage mentoring by Fellows to the Young Members Group</li> <li>• Assign Fellow Mentors to Scholarship Awardees</li> <li>• Encourage more Fellows engagement</li> <li>• Liaison to Regional Fellow Representative for National Fellows Events</li> <li>• Nominate New Fellows</li> <li>• Maintain updated records and encourage SAME Fellows Membership in Omaha Post</li> <li>• Help new Fellows with their mission statement implementation</li> </ul>	
	Monthly	Email to the Fellows
	Monthly	Attend monthly Board meetings
	Quarterly	Fellow Meetings

Notes:	

***Society of American Military Engineers, Omaha Post***  
***2025 Annual Planning***

<b>Committee:</b>	<b>Vice President – Resilience</b>	
Purpose and Scope of Committee:		
Members		
Responsibilities/Duties	Resiliency Workshop	
Dates	Sept	Recruitment and List of Committee Members
	Oct - Mar	Meet with three Public Readiness entities
	Dec	Committee Meeting - Readiness

Notes:
Must host one meeting / year.
Coordinate with Public Agencies.

***Society of American Military Engineers, Omaha Post***  
***2025 Annual Planning***

<b>Committee:</b>	<b>Vice President for Professional Development and Personal Growth</b>	
Purpose and Scope of Committee:	Oversees following committees: <ul style="list-style-type: none"> <li>• Monthly Programs</li> <li>• Registration</li> <li>• Small Business Liaison</li> <li>• Industry Day – Board representative</li> </ul>	
Responsibilities/Duties	<ul style="list-style-type: none"> <li>• Work with each committee to support participation and execution of activities</li> <li>• Attend board meetings and brief board on committee activities/gain approval as needed</li> <li>• Participate on Industry Day committee</li> <li>• Attend general membership meetings, when possible</li> <li>• Support development of streamer responses and work with committees to meet streamer requirements in activities</li> </ul>	
Dates	Monthly	Attend board meetings
	Industry Day	Brief board/support Industry Day Chair on Industry Day activities and post-event review/ after-action topics

Notes:

***Society of American Military Engineers, Omaha Post***  
***2025 Annual Planning***

<b>Committee:</b>	<b>Programs</b>	
Purpose and Scope of Committee:	Provide interesting and educational programs to benefit members and encourage future members, and in conjunction with strategic plan “maximize networking” and “actively seek new members”	
Responsibilities/Duties	<ul style="list-style-type: none"> <li>• Plan year of programs that will meet streamer requirements</li> <li>• Coordinate all arrangements for general membership meetings, including: <ul style="list-style-type: none"> <li>○ Main speaker confirmation/preparation/arrangements</li> <li>○ Make all facility arrangements including contract negotiations</li> <li>○ Prepare registration, calendar, announcements for meetings on website</li> <li>○ Meeting set up / Flags</li> <li>○ Member spotlight</li> <li>○ Speaker gifts</li> <li>○ Sustaining Member/ other opening/highlight presentations</li> </ul> </li> </ul>	
Dates	Summer	Negotiate next year’s contract(s) for meetings with VP
	August	Develop a slate of programs for 12 months ahead
	August	Calendar of 12 months Sustaining Member/ opening/highlight presentations
	Monthly	<ul style="list-style-type: none"> <li>• Make all meeting arrangements and prepare room/AV/speaker prep/requirements</li> <li>• Open/close registration on website</li> <li>• Update calendar and announcements with program details</li> <li>• Monitor registrations and provide lunch count to Field Club (or alternate meeting venue)</li> <li>• Provide meeting details to Post Secretary and Director of Communications 21 days in advance.</li> <li>• Reminder communication to speaker(s), including invocation speaker.</li> <li>• Bring meeting outline with list of reminders and any other topics President should address</li> <li>• Provide meeting agenda to President</li> </ul>
Notes: Fellow could assist with Programs ideas		
Evaluate annual program – have tour + happy hour once a year		

# Society of American Military Engineers, Omaha Post

## 2025 Annual Planning

<b>Committee:</b>	<b>Registration</b>	
Purpose and Scope of Committee:	Effectively and efficiently manage and handle registration for monthly meetings.	
Responsibilities/Duties	<ul style="list-style-type: none"> <li>• Coordinate registration for general membership meetings, including:               <ul style="list-style-type: none"> <li>○ Work with Programs Chair to finalize registration</li> <li>○ Arrange and lead volunteers for registration desk</li> <li>○ Printing nametags</li> <li>○ Run registration desk</li> <li>○ Handle deposits from on-site meeting payments</li> </ul> </li> </ul>	
Dates	Monthly	Membership meeting preparation and participation
Notes:		

***Society of American Military Engineers, Omaha Post***  
***2025 Annual Planning***

<b>Committee:</b>	<b>Industry Day</b>	
<b>Purpose and Scope of Committee:</b>	<b>Provide education and networking opportunity, and earn funds for the Omaha Post, and support Goals 2 and 3 of SAME Strategic Plan: Education and Mentoring, and Relationships</b>	
<b>Responsibilities/Duties</b>		
<b>Dates</b>	<b>12 months prior</b>	<b>Confirm Meeting Chair(s)</b> <b>Select meeting date and location for Industry Day for following year</b> <ul style="list-style-type: none"> <li>• Coordinating with the Omaha District COE calendar</li> <li>• Secure locations, negotiate contracts and get signed</li> <li>• List dates on Post website and National website</li> </ul>
	<b>6 months prior</b>	<b>Begin monthly planning meetings</b> <ul style="list-style-type: none"> <li>• Establish budget</li> <li>• Finalize planning committees and make assignments</li> <li>• Start publicizing, Post President to provide Save the Date cards at Small Business Conference (SBC)</li> <li>• Set up website and registration</li> <li>• Set up agenda and line up speakers</li> </ul>
	<b>4 months prior</b>	<b>Coordinate with POC that manages corporate sponsors</b>
	<b>Post Industry Day</b>	<ul style="list-style-type: none"> <li>• Get Industry Day photos to Directors of Communications to send onto National</li> <li>• Within two weeks after, post presentations to Post website</li> <li>• Get info to VP to brief board on after-action main topics</li> </ul>

**Notes: Need to always be looking for succession planning for co-chairs.**

## Society of American Military Engineers, Omaha Post

### 2025 Annual Planning

<b>Committee:</b>	<b>Vice President - Military and Veteran Outreach</b>
<b>Purpose and Scope of Committee:</b>	<b>To assist veterans</b>
<b>Responsibilities/Duties</b>	<ul style="list-style-type: none"> <li>• Provide lunch to Project Healing Waters fly fishing tournaments</li> <li>• Supporting local Veterans organizations (50 Mile March, Project Healing Waters, Moving Veterans Forward)</li> <li>• Explore partnering with MCC Veterans Affairs and other college programs</li> <li>• Host event for veterans to get credentialing</li> <li>• Veterans transition submit</li> </ul>
<b>Dates</b>	

Notes: Looking to partner with lender who wants to help veterans. Bellevue University has credentialing classes for veterans. Unions? Gather veteran information on talent survey.
What can we do directly with the Veteran Affairs – Fisher house?
Anything for the USO?

***Society of American Military Engineers, Omaha Post***  
***2025 Annual Planning***

<b>Committee:</b>	<b>Small Business Liaison</b>
Purpose and Scope of Committee:	Support and promote small businesses Educate small businesses on how to do Federal work
Responsibilities/Duties	<ul style="list-style-type: none"> <li>• Work with Relationships to reach out to Small Businesses and develop Post Value Proposition</li> <li>• Possibly survey businesses that come to the events to understand what they want to see in the future, etc.</li> <li>• Referring small businesses to Programs</li> <li>• Small businesses want networking and match making, biggest benefits for small businesses</li> <li>• Panels on how to work with large businesses</li> <li>• New member profiles</li> <li>• Small business presentations at industry day</li> </ul>
Dates	

Notes:

***Society of American Military Engineers, Omaha Post***  
***2025 Annual Planning***

<b>Committee:</b>	<b>Vice President for Leadership and Mentoring</b>	
Purpose and Scope of Committee:	SMP Steering Committee	
Responsibilities/Duties	<ul style="list-style-type: none"> <li>• Continue the quality tradition of the Student Mentoring program</li> <li>• Recruit Omaha area schools for participation in the annual program</li> <li>• Seek mentors from Omaha Post Sustaining Member firms</li> <li>• Establish schedule of activities for mentors and students</li> <li>• Make arrangements for Scott Conference Center, awards program, speaker and reception</li> <li>• Seek Corporate Award Sponsors</li> <li>• Establish program budget and report monthly to the Board</li> <li>• Network with higher education facilities, UNO, MCC, UNL, etc.</li> <li>• Training and communicate with Mentors</li> <li>• Run Steering Committee</li> <li>• Coordinate with Scholarship/Chairperson and Fellows Coordinator</li> </ul>	
Dates		Formal submission to get SMP on JETC 2020
		Invite and fly down National representative to participate in SMP 2021

Notes:

***Society of American Military Engineers, Omaha Post***  
***2025 Annual Planning***

<b>Committee:</b>	<b>Vice President for IGE</b>	
Purpose and Scope of Position:	Oversees the following committees: <ul style="list-style-type: none"> <li>• Ensure sustainable growth in both Individual and Company/Organization Memberships</li> <li>• Coordinate the Education and Professional Development activities of the post</li> <li>• Oversee the Post's Engineering Roundtable/E-week activities.</li> <li>• Serve as source of communication for Post to members</li> </ul>	
Responsibilities/Duties	<ul style="list-style-type: none"> <li>• Chair the Membership Committee and then move into VP for Relationships</li> <li>• Work with the Chairs of the Education/Professional Development, Programs, and Distinguished Post Committees to ensure that the Post properly documents professional development and training activities.</li> <li>• Provide support to the Chair of the Engineering Roundtable/E-Week Committee.</li> <li>• Work with public sector liaison on various initiatives</li> <li>• Provide support to Programs Chair</li> <li>• Membership on a National COI (Community of Interest) when possible (should be an expectation for each VP), National Membership Committee for Relationships               <ul style="list-style-type: none"> <li>• Currently serve as Vice Chair on Membership COI – slated to be Chair next year</li> </ul> </li> <li>• High level interaction with Company/Organization Member firms to fill out membership</li> <li>• Develop relationships with local federal and state organizations to promote membership</li> </ul>	
Dates	Monthly	Attend board meetings Attend Membership meetings and make contact with new members Monthly Program Announcement sent to all Omaha Post members
	Ad Hoc	Meet with other Committee Chairs as needed.
	May	Attend JETC and National COI committee meeting
	Nov	Attend SBC and National COI committee meeting

***Society of American Military Engineers, Omaha Post***  
***2025 Annual Planning***

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<b>Committee:</b>	<b>Membership</b>	
Purpose and Scope of Committee:	Ensure growth in both Individual and Sustaining Members, encourage and welcome new members, track current memberships.	
Responsibilities/Duties	Chair: Monitor membership numbers, develop plans (w/ vice chairs and board) to maintain/increase membership, make personal contact with members, implement talent survey. Vice Chairs: Implement plans, make contacts with members, and assist members with renewal/questions.	
Dates	Monthly	<ul style="list-style-type: none"> <li>• Access member information from post rosters.</li> <li>• Contact members that are within 30 days of renewal.</li> <li>• Contact Individual Members that have not renewed, offer encouragement and/or assistance.</li> <li>• Prepare list of new members so that e-mail can be sent by Chair from Post President.</li> <li>• Greet new members at the monthly meeting and make introductions.</li> <li>• Generate membership lists and provide to the appropriate committee chairs (see below)</li> </ul>
	Twice a year	Contact Sustaining Members who have expired/dropped, determine why, and address any issues
	February-March	Develop membership goals and plans to achieve these goals.
	December	Prepare for renewals of all Individual Members, including sending reminders.
	Quarterly	<ul style="list-style-type: none"> <li>• Pull <b>Sustaining Member</b> roster and send to Communications Director for updating list on web</li> <li>• Update Membership Handbook</li> </ul>

***Society of American Military Engineers, Omaha Post***  
***2025 Annual Planning***

<b>Committee:</b>	<b>Education/Professional Development</b>	
Purpose and Scope of Committee:	Provide PDH Credits for participation in Post events	
Responsibilities/Duties	Enable membership to obtain professional development training credit through SAME	
Dates	Monthly	Provide PDH to Communications Director to post to website

Notes:
All training PDH certificates should be in one-hour increments, and must cover no less than 50 minutes of education.

## Society of American Military Engineers, Omaha Post

### 2025 Annual Planning

<b>Committee:</b>	<b>Engineering Roundtable / E-Week</b>	
Purpose and Scope of Committee:	The Engineer's Roundtable is a group that is formed by various organizations or clubs. One person from each of the local engineering related organizations or club sits on the Roundtable and helps plan events for E-Week, which occurs annually in February.	
Responsibilities/Duties	Assist in planning the E-Week Banquet with other Partnering Societies <ul style="list-style-type: none"> <li>• Coordinate Post Presidents Award to be presented at meeting</li> <li>• Coordinate SAME Omaha Post Sponsorship/Donation to Engineer's Roundtable</li> </ul>	
Dates	September through February	Attend Roundtable meetings

**Notes:**

The Roundtable hosts open house events at local high schools to educate kids on engineering; prepares proclamations and signings with local mayors; prepares mall displays to educate the general public on engineering; prepares articles for local news journals (Midlands Business Journal, Omaha World Herald); plan an annual banquet so local professionals can mingle. The participating organizations support the Roundtable financially to print E-Week brochures and flyers, news articles and proclamations. E-Week Banquet meal prices paid by the attendees cover speaker costs if any. Roundtable members' time is volunteer or covered by the organization or their employer. E-Week is sponsored nationally by the National Society of Professional Engineers (NSPE).


# Society of American Military Engineers, Omaha Post

## 2025 Annual Planning

<b>Committee:</b>	<b>Director for Young Members and Student Outreach</b>	
Purpose and Scope of Committee:	Increase participation and membership of young members.	
Responsibilities/Duties	Plan and organize events that interest Young Members. Assist the Omaha Post wherever necessary	
Dates	July 31 <sup>st</sup>	Dates
	August	
	September	
	October	
	November	
	January	
	March	
	May	

Notes:
Goals:
-Have 1 professional development meeting, 1 civic/philanthropic meeting, and 1 Construction Site Visit and 3 informal/fun meetings.
-Identify existing Young Members in sustaining member companies .
-Establish good cooperation with the Student Chapter.

# Society of American Military Engineers, Omaha Post

## 2025 Annual Planning

<b>Committee:</b>	<b>Student Chapter</b>	
Purpose and Scope of Committee:	Coordination between Post and University of Nebraska and Metro Community College Student Chapters	
Responsibilities/Duties	<ul style="list-style-type: none"> <li>• Make sure we have an affective faculty sponsor.</li> <li>• Recruit for officers for each Chapter, President, VP, etc.</li> </ul>	
Dates		

Notes:	

***Society of American Military Engineers, Omaha Post***  
***2025 Annual Planning***

<b>Committee:</b>	<b>Director for Communications</b>	
Purpose and Scope of Committee:	<ul style="list-style-type: none"> <li>• Serve as source of communication for Post to SAME National</li> <li>• Oversees Publicity, Web Page, and Social Media</li> </ul>	
Responsibilities/Duties	<ul style="list-style-type: none"> <li>• Maintain Post website</li> <li>• Coordinate and post general membership meeting registrations, and other registrations for meetings/Industry Day on web</li> </ul>	
Dates	Monthly	<ul style="list-style-type: none"> <li>• Attend board meetings and gather information for web and/or newsletter and send to appropriate committee</li> <li>• As Post awards are issued or special events happen, communicate this information to National</li> </ul>
	With more assistance	Press releases to local news/publications
	Monthly	Maintain and publish the post master calendar on web site

Notes: Need to get committee members and Fellow to help
Suggest having a SAME booth at the PKI Engineering career fair.
Need to have article(s) submitted to TME or other professional journals
Build relationship with Communications Director in other Missouri River region posts.
Need to identify a historian how we will retain information, cloud bases solution that Post maintains annually? How do other Posts handle this? (Chris will ask this at next RVP call) Historian will need Fellow Mentor, possibly Mary Erwin

***Society of American Military Engineers, Omaha Post  
2025 Annual Planning***

<b>Committee:</b>	<b>Director for Awards and Recognition</b>	
Purpose and Scope of Committee:	Coordinate both Post and National awards; Ensure recognition of key team players throughout the year.	
Responsibilities/Duties	<ul style="list-style-type: none"> <li>• Streamers</li> <li>• Identify nominees for Post and National awards, Regional VP awards/medals</li> <li>• Coordinate/prepare National award nomination forms and submit (through Post President)</li> <li>• Arrange agenda and slides for annual awards program and host program</li> <li>• Provide newsletter updates of awards presentations</li> <li>• Quarterly Check ins with VPs</li> </ul>	
Dates	August	Review HQ updates to Streamers, create matrix of compliance
	August	Work with President and RVP to coordinate Medals
	September	Begin collecting Post level award nominations to go on to National
	July	Host Annual Post Awards event
	January	Submit National awards to SAME HQ
	July	Coordinate with Post President for Presidents Medal at E-week
	May	Work with 1 <sup>st</sup> VP to arrange out-going President's item and Board certificates

[illegible]

## ***Society of American Military Engineers, Omaha Post***

### ***2025 Annual Planning***

<b>Committee:</b>	<b>Scholarships and Camps</b>	
Purpose and Scope of Committee:	Oversee Scholarships and Camps for Post	
Responsibilities/Duties	Coordinate scholarships and camps application announcements and associated record keeping, selections, and distributions, run split kitty at monthly meetings	
Dates	January	Coordinate email announcement of scholarship and camp application process with SMP Administrator to participating teachers and/or post to SAME web site, make any necessary changes to scholarship applications and have updates posted to SAME web site; update new camp information on SAME web site.
	February	Renewal SAME SMP Post scholarship applications due Feb 1 <sup>st</sup> , touch base with all applicants to see if they are renewing, if not reach out to previous applicants to see if they would be interested in applying again.
	March	SMP scholarship and camp applications due on March 1 <sup>st</sup> (can submit top nominee for the Omaha Post and for the Black Hills Field Post for each camp), selection of SMP scholars and camp attendees and identification of SAME Fellow Mentors; renewal application due for Doug Plack Scholarship, if recipient is not renewing, solicit additional applications (one source is to reach out to previous applicants)
	April	Scholarships and camps awarded at Student Mentoring Award Ceremony (draft letters and request checks from treasurer), send final awardee list to be included in next SAME Newsletter; select new Doug Plack Scholarship recipient on April 1 <sup>st</sup> (if open year). Application due for Mary McKernan Needs-Based scholarship on April 1 <sup>st</sup> .
	May	Doug Plack Scholarship awarded at Industry Day (draft letter and request check from treasurer); Campers selected, arrange for treasurer to send check for full registration for campers to camp registrar, campers arrange and pay for their transportation
	Summer	Have campers write short summary of their camp experience and submit photos, send summaries and photos to be included in next SAME Newsletter, award Mary McKernan Needs-Based scholarship at summer Post meeting.
	November	Camp and Scholarship announcement in SAME Newsletter
	Monthly	Split kitty drawing

***Society of American Military Engineers, Omaha Post***  
***2025 Annual Planning***

Notes:	Scholarships: develop proposal to make more attractive/evident to students (e.g. renewable to engineers, Student Post mbrs, certain GPA, etc.)
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 Elected Position

Task	VP Role	Goal	Points Available	Points Earned	Proof
Task 1	IGE	Identify NEW local touchpoints to key stakeholders within local, state, and federal government entities to determine how the Post can serve or partner with those entities. Host or participate in an event with the government stakeholders related to serving the entities.	250		
Task 2	IGE	Conduct at least one join event activity with a strategically aligned organization at the local, state or regional level. Complete a value assessment of continuing the partnership with the organization after the event/activity.	200		
Task 3	Resiliency	Conduct or participate in a tabletop exercise/other activity with military and/or government on a locally relevant infrastructure challenge.	200		
Task 4	Membership	Collaborate with other Posts on ‘transferring’ any members who move to another location with a SAME Post. (i.e.: PCS, job changes, etc.) in order to retain membership and partnerships.	100		
Task 5	Resiliency	Conduct or participate in emergency management exercise with local, state or regional government.	150		
Task 6	Resiliency	Conduct meetings/discussions with federal agency government leaders and organizations on topics such as man-made or natural disasters.	150	150	March 21 - Resiliency Workshop with local government leaders as to how SAME members can assist in the next disaster
Task 7	PD & PG	Host an Industry Day/Government Briefings/Small Business events.	100	100	Hosted an Industry Day May 28-30 (will need more details once we know program information
Task 8	IGE	Develop regular IGE programming to meet the needs of the Post or region.	150		
Task 9	Resiliency	Conduct at least one joint resilience event/activity with a strategically aligned organization at the local, state or regional level.	100		
Task 10	Student Outreach/SMP	Conduct discussions/meetings on infrastructure related topics with school, college, university and/or technical/vocational schools with STEM programs.	75		
Task 11	Student Outreach	Establish relationships with ROTC and JROTC programs at colleges, universities and high schools.	75		
Task 12	L&M	Collaborate with Trade Labor Unions or similar organizations to support workforce development with opportunities in the construction, asset management, or related fields.	50		
Task 13	ALL	Organize, sponsor or participate in a local community service activity that supports the strategic plan	50		

1650250

Total Available Points4800  
Points Needed1900  
Actual Points Earned450

Task	VP Role	Goal	Points Available	Points Earned	Proof
Task 1	IGE	Conduct Industry-Government Engagement Workshops with key stakeholders to identify issues, collaborate on solutions, and document progress. Categories can include but are not limited to: Policy/Law; Capacity (skilled labor); Project Delivery Best Practices, Business Practice; Capability (professional expertise, technology); Warfighting; Resilience; small business; market research; cyber security; and knowledge management.	250		
Task 3	IGE	Conduct Joint Table-Top Exercises (TTX) to stimulate collaboration among government and industry on locally relevant infrastructure challenges. Include federal, state, or local agencies and strategic partners, as appropriate.	200		
Task 4	Resiliency	Hold infrastructure resilience specific training sessions with the Post, other professional organizations or SAME strategic partners.	100		
Task 5	Resiliency	Conduct or participate in discussions/meetings with applicable government representatives to identify possible improvements to local or Region resiliency and emergency management programs.	200		
Task 6	Programs	In addition to face-to-face meetings, use webinars and other technology to develop and sustain collaborative relationships.	50	50	Our monthly meetings are available to join virtually which allows them to participate in questions as a good portion of our post membership is outside of Omaha.
Task 7	ALL	Utilize the SAME COIs as subject matter experts to support Post level technical events: monthly meetings, IGE workshops, seminars, webinars, conferences, or tabletop exercises.	100		
Task 8	Programs	Address and share emerging technologies and related issues impacting infrastructure and related systems with government entities (i.e.: AI, Cybersecurity etc.)	75		
Task 9	Communications	Promote progress of Post IGE Workshops through their conclusion by preparing and submitting articles documenting updates in TME, RealTiME, COI communications, Post communications, social media and on the IGE web page.	75		
Task 10	ALL	At least one Post member serves on a project lifecycle COI (Architectural Practice, Facility Asset Management, Energy & Sustainability, Resilience, Construction, etc.)	50		
Task 11	ALL	At least one Post member serves on a membership-based council or committee (RVP, Deputy RVP, RFPOC, Membership, AOF leadership, Young Professionals, Small Business, Uniformed)	50		
Task 12	ALL	At least one Post member serves on a workforce development COI or program (LDP, STEM, College Outreach, Camps etc.)	50		
Task 13	Programs	Survey members to determine interests, issues and opportunities to support the Post	25		

Task	VP Role	Goal	Points Available	Points Earned	Proof
Task 1	M&V Outreach	Provide and support Credentialing opportunities by utilizing scholarships, stipends and other training resources focusing on service-members, young professionals and small business representatives.	150		
Task 2	M&V Outreach	Conduct, support or participate in training for military members and government employees that help them perform their mission such. Document the training (PDHs, schedule, other).	150		
Task 3	Student Outreach	Develop/Conduct a Post mentoring program or participate in another established program for members focusing on young professionals, college students and transitioning service members. This could be a resume writing/review or mock interview program. Share details with the National Office for TME, RealTiME, Newsroom etc.	150		
Task 4	L&M	Develop a Post level SAME STEM Camp, sponsor, or participate in a existing local area Strategic Partner STEM Camp. (i.e. week-long day camp, overnight camp, single day camp)	150		
Task 5	Student Outreach	Establish a new SAME student chapter and/or nurture an existing student chapter.	150	150	We have solid relationships with our UNL and MCC chapters and are continuing to grow the UNO chapter.
Task 25	Student Outreach	Conduct a SAME college outreach event with a local college/university that currently does not have a student chapter.	100		
Task 6	L&M	Support the National Leader Development Program (LDP) by nominating at least one person from the Post to the Region for the National LDP class.	100		
Task 7	President	Conduct a Post leaders training program or develop guidance so Post Board of Directors members can learn about the Post's Standard Operating Procedures and their responsibilities.	100		
Task 8	SMP	Conduct, sponsor, or participate in a STEM competition or activity at the K-12 level.	100		
Task 9	Scholarships & Camps	Fully Sponsor a high school student to attend one of the National SAME camps and invite camp alumni back to a Post meeting or event to talk about their experience or share through various Post communications.	100		
Task 10	Scholarships & Camps	Award a high school scholarship for technical/trade school	100		
Task 11	Scholarships & Camps	Sponsor a Post or Post Student member to serve as a mentor/staff member at a SAME STEM Camp or local area STEM Camp.	100		
Task 12	Communications	Share relevant industry best practices and professional development opportunities for government and service members through Post communications avenues.	100		
Task 14	L&M	Support or sponsor a government and/or young professional member to attend a SAME National events (JETC, SBC, CTW, PLW). Have them share their experience with the Post board or through Post communications.	75		
Task 16	SMP	Sponsor, support or mentor a STEM student or team at the K-12 level (i.e. robotics; mini-grand challenges)	50		
Task 17	Communications	Inform and educate Post members of benefits of supporting the SAME Foundation.	25		
Task 18	Fellows & Awards & Recognition	Reach out to the AOF for leadership development, succession planning, mentoring assistance, development of new Fellows or Streamers submission assistance.	25		
Task 19	L&M	Sponsor or participate in college/university outreach event or STEM career related event.	25		
Task 20	Student Outreach	Encourage SAME student members attending colleges/universities with SAME Student Chapters to join those chapters.	25		
Task 21	Fellows	Develop student "mentorship" program to support student members during the school year through home Post or with other Posts. Can be virtual or in-person.	25		
Task 22	Nominations	Ensure Post leadership reflects the diverse demographics, professions and practices that match the Post membership.	25		

Task 23	Communications	Share information on SAME and other credentialing resources with Post members.	50		
Task 24	PD & PG	Conduct tutoring/study groups on credentialing for Post members.	50		

1925

150