



**SAME Seattle Post**  
**Board Meeting Minutes - Thursday January 4, 2024**

Time: 8:00 am – 9:00 am

**\* Voting Board member**

Name	Position	In Attendance
Scott Harm*	Post President	X
Allen Wycoff	Immediate Past Post President	
Faith Powell*	Post 1 <sup>st</sup> VP	X
Robert Schlesinger*	Post 2 <sup>nd</sup> VP*	X
William Shelton*	Young Professionals VP	
Scott Kinney*	<b>Secretary</b>	X
Fred Barker*	Treasurer	X
Manny Bautista*	Post Director (2021-2024)	X
Terry McCann*	Post Director (2021-2024) Engineering & Construction Camps POC	X
Nancy Yee*	Post Director (2023-2026)	X
Ryan Peterson*	Post Director (2023-2026)	
Andy Hough	Emergency Preparedness	X
Kevin Stoll	Meet The Agencies Committee Chair	X
Zachery Pesicka	Programs Chair/STEM/Student Chapter	X
Nick Vlahovich	Programs Asst. Chair	
Caroline Roberts	Leadership Development/Regional VP	X
Tim Pochop	Kitsap Chapter/STEM/Student Chapter	X
Kim Baker	<b>Membership POC</b>	
Wendy Oresik	Professional Development/Energy & Sustainability	
Lydia Griffey	Strategy/Streamers/Awards POC	X
Ginette Chin	Mentoring	
John Souza	Scholarships	X
<b>OPEN POSITION</b>	<b>Nominations</b>	
<b>OPEN POSITION</b>	<b>SBPLO (Small Business Post Liaison Officer)</b>	
Melissa Grasso	Communication/Post Web Master	
<b>OPEN POSITION</b>	<b>Community Outreach</b>	
Michael Albone	<b>Veterans Assistance</b>	X
Manny Bautista	Post Fellows POC	X

### **Welcome and Announcements**

1. Roll call (*see page 1*).
2. Declare quorum. [Approved](#)
3. Approval December 7, 2023; MINUTES. [Approved](#)
4. Approval January 4, 2024; AGENDA. [Approved](#)
5. Announcements. [New Fellows!](#)

### **Standing Reports**

1. TREASURER (Fred Barker).
  - Confirm President has keys to mailbox -> [Key handoff at meet the agencies](#)
  - Potential new assistant treasurer: Justin Rodgers
  - 2024 Budget -> [Scott to distribute budget estimate to committee leads](#)
  - [Significantly more revenue than last year](#)
    - [Social Events](#)
    - [Young Members](#)
    - [Scholarships](#)
  - [Revenue split with golf events](#)
  - [High Interest rates](#)

 [Treasurer Report December 2023-1.pdf](#)

2. MEMBERSHIP - no report.
3. PROGRAMS (Zach Pesicka, Nick Vlahovich, and Faith Powell)
  - a. Debriefs
    - i. Holiday Social -> [Tons of toys. Great work everyone. Less than the 40 attendees expected](#)
  - b. Meet the Agencies - Kevin Stoll [[Registration Link is up, Monday email blast](#)]
    - i. SEA Crowne Plaza (Thu, 1/25/24)
    - ii. Proposed Format – In-person only, with the option to view a recording for those who don't attend (same price as in-person?)
    - iii. Planned Agencies: [[8 Agencies confirmed](#)]
      - a. Sound Transit
      - b. Port of Seattle
      - c. WSDOT
      - d. WA State DES
      - e. University of Washington
      - f. PTAC



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- g. American Indian Chamber Education Fund Procurement Technical Assistance Center (AICEF PTAC)
  - h. Pierce Co and/or Port of Tacoma (possible options)
  - i. Mt Tacoma – Emcee, AV & marketing support to be requested
  - j. King County attending. Bob Schlesinger reached out to Tony Wright. Kevin will reconfirm.
  - k. UW - Bob Schlesinger has confirmed with Lou Cariello.
- c. Meet the Chiefs - Main POC Portland Post set [Kori]. Lydia is Seattle Post POC. Bob and Caroline to help.
  - i. Targeting June 11
  - ii. Working on venue/catering
  - iii. Prefer a solid one day event
  - iv. In-person only
  - v. Touring locations 1/4/24
  - vi. Select venue
  - vii. Need to sell sponsorships next
- d. SAME Programs | Sip & Strategize
  - i. We have held a couple of these with no name specifically, but Zach will continue to hold them with Nick and whoever wants to come, next one was going to be mid-October, but with the fill in social, wondering if folks would prefer a September meetup
  - ii. Thinking one every 6 weeks or so alternating between Seattle and Tacoma area
- e. Joint JBLM and Mt Tacoma Post coordinating with Dave Newkirk. Awaiting *response to Dave Newkirk from the JBLM DPW deputy – may not work. Push to Feb or March 2024?*
- f. Small Business Symposium 2024, April 15<sup>th</sup> and 16<sup>th</sup>, 2024, Kitsap Conference Center, Bremerton [Zach]
  - i. *Kitsap Conference Center again, we are reserved.*
  - ii. *Total price quoted is \$23,850 for now.*
  - iii. *Next steps will be to reach out to speakers and start getting sponsorship information out. There is another meeting on this with Lori and Jessica on the 21<sup>st</sup>.*
  - iv. *Keynote will be about SIOP from NAVFAC or Todd Semonite, TBD*
  - v. *Will need authorization for deposit, will be about \$5,500 based on last year's.*
  - vi. Update and pricing for SBS Event Center
  - vii. Zach to finalize budget for approval
  - viii. *Consider making events lower cost to increase participation. SBS makes up a good amount of revenue for other events and funds.*



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- g. February 2024 - Veterans job fair. Zach is working with Michael Albone on a program to assist veterans in getting jobs.*

### **Annual Event Updates**

1. **Holiday Social**
2. January 25, 2024 | **Meet The Agencies** | Crown Plaza SeaTac. *POC is Kevin Stoll.*
3. April 18, 2024 | **Small Business Symposium** | Kitsap Convention Center. *POC is Zach Pesicka.*
4. June 11, 2024 | **Meet The Chiefs** | Location TBD (Suggested SeaTac Crown Plaza for easy access | Duration 1 day. Lydia Griffey is leading.
5. Late July "Summer Social Returns with a BLAST". Faith to support or lead
6. August xx, 2024 | **Steve Woolery Annual Golf Tournament** | Eagles Pride Golf Course | Exit 116 Interstate 5 | Adjacent to JBLM. Dave Newkirk POC?
7. October xx, 2024 | **Design Excellence** | Location TBD (Flatstick Pub Westlake Ave South Lake Union at Mercer) Need a POC.

*Zach to update website with upcoming events and registration links*

*Look to plan/grow summer social*

*Lydia to prepare streamers based on strategic plan*

## Committee Updates

1. COMMUNICATIONS (Melissa Grasso)
2. COMMUNITY OUTREACH (TBD) – Will this committee continue operating? Some on Board recommended to delete since responsibilities overlap other committees.
  - i. Do we want to keep this position?
  - ii. We would need to partner with a sister org (i.e. ACEC/ASCE/ASME/IEEE, AGC, etc.)
  - iii. We would need someone passionate about this -> Put out the call to membership
3. EMERGENCY PREPAREDNESS (Andy Hough) –
4. ENERGY AND SUSTAINABILITY (Wendy Oresik) –
5. ENGINEERING & CONSTRUCTION CAMPS (Terry McCann) - Camps to be held June/July 2024. Plan is to sponsor three campers.
6. KITSAP CHAPTER (Manny Bautista / Tim Pochop) – Set up quarterly lunch and learn sessions. Develop an annual schedule.
  - i. Navy looking for Brown Bags at Naval Base Kitsap - Bangor starting in April
  - ii. [How else to engage NAVFAC](#)
7. MEMBERSHIP:
  1. MEMBERSHIP – RETENTION AND NEW (Kim Baker)
  2. MEMBERSHIP – SUSTAINER FIRMS (Zach Pesicka)
  3. MEMBERSHIP – YOUNG MEMBERS (William Shelton)
8. LEADERSHIP DEVELOPMENT (Caroline Roberts) –
9. STEM/UW STUDENT CHAPTER (Zach Pesicka) –
  - i. *Zach has potential contact with a grad student to supplement that (Thank you Sam Lee!)*
  - ii. *Zach working on getting engagement from a junior professor*
10. NOMINATIONS (Vacant Position) –
11. PROFESSIONAL DEVELOPMENT (Wendy Oresik) –
12. SCHOLARSHIPS (John Souza) – Requested budget number as previous years (\$20,000). Firms can sponsor individual scholarships. See John's Powerpoint below. Need a budget commitment from the Post by January. [John will assume a \\$20,000 budget pending approval from the board.](#)



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13. SMALL BUSINESS COMMITTEE (VACANT POSITION) -
14. STRATEGIC PLANNING AND STREAMER AWARDS (Lydia Griffey) –
15. VETERANS ASSISTANCE (Michael Albone).

### New Business:

- 2024 Budget
  - Scott H to send out an email to all committee chairs requesting budget proposals
  - Fred to support process
  - Running a surplus - should we look at increasing scholarships next year?
  - Meet the chiefs - we will sponsor next year so account for those costs
- Helpful Links from SAME Holiday Email (forwarded by Robert)
  - Awards Season - <https://same.secure-platform.com/a/organizations/main/home>
  - New Online Member Directory - <https://my.same.org/companydirectory>
  - 2024 SAME Promo Video "[We're more than our name](#)"
- Young Members Plan [William Shelton]
  - Jan/Feb: SAME Snow Day.
    - Snow day at Hyak Snow Park near Snoqualmie.
    - This will be a family friendly event and families are encouraged to attend
    - Everyone will need to bring their own sled/tube
    - Everyone will need to get a National Forest Snow Park Parking permit (\$25 for the day, \$50 for a season pass)
    - SAME will provide stuff for Smores and Apple Cider/Hot Chocolate, etc.
    - I can probably source a portable fire pit for the bonfire to roast the marshmallows.
    - Cost to SAME: ~\$150 for food and beverages depending on attendance.

#### April/May: Bowling in Tacoma

- I want a Tacoma Activity to help incentivize the Tahoma and Kitsap Chapters to attend.
- Looking at holding it at Chalet Bowling, but Zach please let me know if there are cooler venues.
- Cost to SAME: \$500. (Three lanes for two hours at \$40 per lane for per hour plus \$60 for food and drinks, can adjust based on attendance)

#### July/August: Hike and Brewery



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- I am debating making this a family friendly event but I am not sure yet.
- Similar to last year, but better planning this time to prevent having it on day of city event
- Cost to SAME: \$500 for food and drink tab similar to last year.

### October/November: Karaoke

- Karaoke at the Rock Box at Pike/Pine
- Plan for two hours during “Happy hour”
- Cost to SAME: \$350 (Assume 13 attendees for two hours at \$5 per person per hour. Two drinks per person at \$7 per drink)

Also respectfully request an additional \$500 for any additional activities that may pop up throughout the year or any unforeseen expenses.

This would bring the total annual budget to \$2,000 for YP activities. [Manny proposed increasing to \$3,000 for additional flexibility]