



Seattle Post Board Meeting October 1, 2020 | Minutes

Date/Time: Thursday, October 1, 2020, 8:00 am

**CALL-IN MEETING ONLY: Join via MS Teams link in calendar evite, or
call-in 1-469-214-8538, Conf. ID 709 094 159#**

Attended (alphabetical order)

*** voting member**

Manny Bautista*
CAPT Jed Boba*
Ginette Chin
Melissa Grasso
LCDR Sam Lee
Terry McCann
Tom Nichols*

Mark Ohlstrom*
Faith Powell
Caroline Roberts*
Ray Spees*
Karen Sullivan*
Mark Swink
Larry Toimil

Nick Vlahovich
LTC Bo Wowtschuk*
Allen Wycoff
Nancy Yee*

Welcome and Announcements

1. Roll call – See above
2. Declare quorum - Quorum declared
3. Approve October 1, 2020 Agenda - Approved
4. Approve September 3, 2020 Meeting Minutes - Minutes Approved
5. Announcements
 - Ginette Chin will lead the new Mentoring Committee
 - Stacy Anderson will partner with Captain Boba to run the Leadership Development Committee



Standing Reports

TREASURER (Ryan Peterson)

- Absent; will send report

MEMBERSHIP (Scott Blount)

- Absent; sent report
- We gained 8 new members, but membership is down overall by 17
 - o Three are with Cavalry Consulting so Caroline will check in with Lori
 - o Some people may have switched posts due to relocations/new assignments; a couple are in the Portland/Vancouver area and may have transferred their membership
- Secondary membership is allowed

PROGRAMS (Nick Vlahovich)

- 10/20 – Lunch – Sound Transit will present
- 10/27 – Panel discussion “Back to the Workplace/Future of Covid)
 - o Commercial Real Estate, Architect, Human Resources, and Facilities Management
 - o Program announcement is out, and planning is underway
- Meet the Agencies; in the process of booking guests/speakers
 - o UW is secured
- Need Feb and March program commitments
 - o Would like more in depth info on interesting initiatives with USACE, NAVFAC, etc; Caroline to send Nick e-mail re: public service speaker contact info
- 12/2 - Holiday Social will be a virtual event,
 - o Trivia Night (Chris Stuvek to facilitate; cost is \$300)
 - o Team-based, approx. 40 people; Chris will develop questions; Caroline and Nick attended an event; very well done
 - o Will use Zoom breakout rooms, trivia is 60 minutes plus time to network
 - o Industry related themes plus others
 - o 30-minute ice breaker before trivia starts while people are logging on
 - o Toys for Tots will be invited and hold their annual toy drive in conjunction with registration
 - o May charge a small fee of \$10
 - o 5:00 ice breaker starts; 5:30 trivia
 - o Motion passed; Nick to schedule



Annual Event Updates *(in calendar order)*

JUNE 2020 (now September 22) | MEET THE CHIEFS (MTC) (Allen Wycoff)

- Event was a success; kudos all the way around; attendees providing feedback
- Cleared approximately \$11,000
- Debrief immediately after event
 - o Helpful to have speaker coordinator and person running virtual platform program were in same location
 - o Have a Sharepoint site/Google doc to track receipt of presentations/have them in one place
 - o Good event, seemed focused on small business
 - o Some disconnect with Portland Post
 - o Introduce Post Presidents at beginning of event; some folks didn't realize it was a multi-post event
 - o Get ACEC involved again; great organizing capabilities and strong membership
- Link to presentations has been sent
- Answers to outstanding questions (Allen) and Thank You notes are in progress (Caroline)
- Caroline/Dave discussed financial split; will divide funds based on Post assignments
- "Raffle Wheel" was a hit; some sponsor \$\$\$ went to Amazon Gift Cards; provided additional exposure to sponsors
 - o Big winner donated his winnings to the Scholarship Fund

OCTOBER 2020 | CENTENNIAL CELEBRATION | PROJECTS OF EXCELLENCE AWARDS BANQUET (Julie Erickson, John Hickey, Manny Bautista, Ralph Field)

- Manny – no update
- On hold due to Covid

OCTOBER 2020 | VETERAN ASSISTANCE LUNCHEON & PROGRAM (Karl Himes)

- Absent

DECEMBER 2020 | HOLIDAY SOCIAL (Nick Vlahovich)

- See above

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

- Absent
- 1/28; virtual program
- PTAC, POS, City of Seattle, WSDOT, King County, UWSound Transit
- No contracts signed with brick and mortar venue (Covid)



APRIL 2021 | TECHNOBOWL (TBD)

- Bo; no update

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

- 4/26 & 4/27 at Kitsap Conference Center
- Looking at hybrid meeting format
- Planning will start soon

2020 | GOLF TOURNAMENT (Mark Corcoran)

- Absent
- Keep this on agenda/on our radar as it impacts the Scholarship fund
- We will likely have a liaison with Tacoma Post

Committee Updates

COMMUNICATIONS (Melissa Grasso)

- Annual e-mail analysis; membership down, but contact list has grown by 150
- Finalizing/sending out 10/27 panel event invite
- October lunch invite is out
- Updating website with Stacy Anderson and Ginette Chin's info re: Leadership and Mentorship roles
- Coordinate with Larry re: new board member contact info
- Please send event info to Melissa ahead of time

COMMUNITY OUTREACH (Chair TBD)

EMERGENCY PREPAREDNESS (Andrew Park, Matt Veenstra)

- Absent

ENERGY AND SUSTAINABILITY (Wendy Oresik)

- Absent

ENGINEERING & CONSTRUCTION CAMPS (Terry McCann)

- No update; notices usually go out late February
- 2021 camps are TBD (in-person); Navy did online camps in 2020



FIELD TRIPS (Chair TBD)

KITSAP CHAPTER (LCDR Sam Lee, Manny Bautista)

- Sam introduced Mark Swink; jumpstarted Kitsap Chapter, will serve as Vice President and transition to President; Supervisory Engineer at NAVFAC in Bremerton at PSNS
- 10/14 LCDR Sam Lee, Dave Newkirk, Mark Ohlstrom, and Manny Bautista visiting/mtg with Matt Bonas (NAVFAC NW), will also look for program ideas

Leadership Development (Stacy Anderson)

- Monthly lunch/call leadership discussion; developing topics (emotional intelligence, conflict management, teamwork/working with teams, self-reflection, etc.; have guest speaker on a topic for 20/30 minutes and then discuss the topic
- Leverage knowledge/experience of board members (Manny Bautista, Julie Erikson, Ray Spees, etc.)
- Targeting young members, student chapters
- Working through details of marketing
- Timeline – start January/mid-month

Mentoring (Ginette Chin)

- Targeting students, young professionals

MEMBERSHIP – RETENTION AND NEW (Scott Blount)

- Absent

MEMBERSHIP – SUSTAINER FIRMS (Jim Shellooe)

- Absent

MEMBERSHIP - YOUNG MEMBERS (TBD)

- Ray – difficult since can't meet in person, but new leadership and mentoring committees will help; look at partnering with other industry organizations

NOMINATIONS (Larry Toimil)

- Candidate for a Young Member (about 1 month out)

PROFESSIONAL DEVELOPMENT (Wendy Oresik)

- Absent



SCHOLARSHIPS (John Souza)

- No update
- Would like 15/20 min. at next board meeting to review scholarship brief for 2021
- Kick off program in Jan/Feb

SMALL BUSINESS COMMITTEE (SBS) (LCDR Sam Lee)

- No update

STEM / UW STUDENT CHAPTER (LT Bohdon Wowtschuk)

- Looking at Army ROTC program to jumpstart the chapter
- Opportunities to coordinate with Leadership Development and Mentoring programs

STRATEGIC PLANNING AND STREAMER AWARDS (Terry McCann)

- New strategic plan is out
- Was expecting new, streamlined Streamer criteria, but submittal requirements are similar to years past; submittals due in January
- Caroline will ask at next National meeting; received info from San Antonio post (“cliff notes” version of new Streamer program), will send to Terry

VETERAN ASSISTANCE (Karl Himes)

- Absent

OTHER BUSINESS

- 11/4-11/6 - National Small Business Conference (virtual)
 - o Any events to recognize Posts i.e. awards ceremony
 - o May have moved away from this due to challenges associated with Covid
- Meet with National (Faith, Nick, and Caroline) to discuss GoTo Meeting virtual platforms
 - o Thank you to Faith and HDR for hosting/providing access to current platform
 - o Sublicense through National; approximately \$25/monthly
 - o No break-out room capability
- National SAME Leader Development program application process is opening next week
 - o Must be a SAME member for a minimum of one year
 - o 1-year commitment

END OF AGENDA