

Presidential Award for Chapter Excellence 2020 Nomination



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On the Cover

Spring 2019 Oregon APWA Conference in Bend (from left) Tony Roos, Jenifer Willer, Nikki Messenger, Shannon Williams, Bill and Molly Spearman, Doug Singer, Ashley Cantlon, Dan Boss, Tim Blackwood, Gordon Munro

Chapter Summary



During 2019, the Oregon Chapter continued building upon the core values of the American Public Works Association, the honored traditions of the Oregon Chapter, and a solid organizational foundation. Due to the efforts of our members, the chapter has seen an influx of new members, provided valued programs for our members and public works professionals throughout the state, improved, networking opportunities, and fostered partnerships that benefit the chapter and its members.

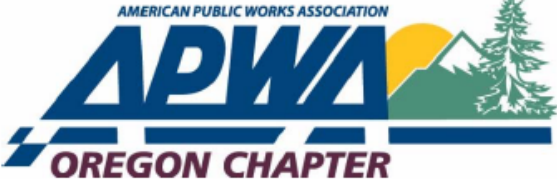


Oregon Chapter Board at 2019 fall conference in Hood River

The chapter prepares for each upcoming year with a fall retreat of the executive committee. Outgoing, new, and continuing board members reflect on the past year's success, build upon the established board's team cohesiveness, and review and update the chapter's strategic plan for the coming year.

The update to the chapter's strategic plan reflects the incoming president's goals. The chapter's 2019 strategic plan covered four key areas: professional development; outreach; advocacy; and chapter administration. Action items for each of the key areas are developed to help provide opportunities for the chapter to reach the next level of excellence. Examples include:

- Working with Education Committee to develop a new training module for project management.
- Integrating NWPWLI graduates into chapter activities.
- Strengthen relationships with other professional organizations:
 - Develop booth material that can be used at other organizations conferences.
 - Participate in League of Oregon City's (LOC) conference in September.
- Educate Elected Officials:
 - Began an advocacy committee.
- Develop five-year financial plan.



Our mission is to advance the practices related to the theory and practice of design, construction, administration, operation, and maintenance of public works facilities and services.

During 2019 the Oregon Chapter continued to excel in providing value to chapter members through an abundance of professional development opportunities. Chapter offerings during 2019 included spring and fall Street Maintenance and Collections System “short schools,” spring and fall chapter conferences, and three different Northwest Public Works Institute classes. A total of 810 attendees and 58 exhibitors participated in these offerings in 2019.

Chapter Summary



Additionally, the Oregon Chapter held monthly lunches at various locations around Oregon to provide greater convenience and opportunity for member participation, which afforded the members the ability to network and learn about an innovative project or process being implemented by other chapter members. During 2019, the lunches drew more than 470 attendees.

Technical tours and workshops held in 2019 continued to be a favorite activity of chapter members. Water Resources Committee field trips in 2019 included a tour and presentation at the Grabhorn Reservoir project in Beaverton in September, and a tour and presentation at the Willow Lake Water Pollution Control Facility. Well-attended tours and workshops were offered as part of the semi-annual conferences.

One of the Oregon Chapter's strategic plan goals is to increase outreach, improve connections to and between members and local communities, and strengthen relations with other professional organizations.

During 2019 the Oregon Chapter continued a chapter-to-chapter program with the Washington State Chapter, with each chapter sending a member of its executive committee to attend the other chapter's conference, providing an opportunity to exchange ideas, understand lessons learned, share successful programs, and enhance each chapter's service to their members.

Another indicator of the Oregon Chapter's outreach component of the strategic plan are the initiatives to strengthen relationships with professional organizations, including APWA National. At the chapter's 2019 spring conference in Bend, APWA President Elect Bill Spearman shared his good energy with conferees, and National President Dave Lawry brought his insights to the chapter's fall 2019 conference in Hood River. Additionally, the Oregon Chapter held its second ROADeo event and sponsored the top two operators to compete in the 2019 National Equipment ROADeo at PWX in Seattle.

Also in 2019, the chapter continued its bond with the Asphalt Pavement Association of Oregon, awarding two joint scholarships totaling \$5,000 with a goal of supporting Oregon students with an interest in transportation infrastructure.

The Oregon Chapter and its Specifications Committee continued a long-term partnership with the Oregon Department of Transportation. This partnership not only maintains a standard specification for use by public works agencies across the state, but it also includes joint training on standards and specifications for local agencies delivering federal aid transportation projects.

In addition to the networking events previously mentioned, the chapter continued to focus on its First Timer and Young Professional programs. In 2019, 58 people participated in the First Timer programs at the spring and fall conferences – a 100% increase over 2018. First Timers are paired with experienced chapter mentors who introduce them to other Oregon Chapter members and aid them in navigating conference events. The initial connection with potential members helps to emphasize the inclusiveness and value of being an APWA member.

Chapter Summary



The chapter's Young Professional (YP) program is in its fifth year. The Oregon APWA YP Committee provides a venue for emerging professionals to connect with each other. The chapter sponsored four YP events in 2019 (for more details, see [Section II.F](#) on page 18).

Community partnership events continued to be a focus in the cities where the chapter conferences were held. These events not only provide material and financial support to local non-profits and community groups, but also provided a setting for chapter members to connect with the community.

Advocacy to educate the public about the value of public works' contributions is another chapter strategic goal. The Oregon Chapter's awards program, community outreach grants and scholastic foundation are a few creative ways the chapter advocates for the importance of public works.

In 2019, six local Projects of the Year were recognized – two for transportation, two for environmental, and one for structures. Additionally, the chapter presented a Sustainable Practice award, six Everyday Heroes awards, a Communication Excellence Award, and the chapter's highest individual honor for chapter service – the Bowes Award.

Community outreach grants funded by the chapter provided opportunities to promote public works through education, community and career support. The chapter distributed \$2,650 in grants in 2019.

The chapter has a robust scholarship program. In 2019, the scholastic fund topped \$500,000, in great part because of conference fundraising-related activities such as the "Gizmo" award. The scholastic foundation was able to award 18 scholarships totaling \$31,000, including one for veterans, two awarded jointly by Oregon APWA and the Asphalt Pavement Association of Oregon, and seven "tribute" accounts.

The chapter made several administrative improvements in 2019: an administrative assistant was added to help the board with its work, the chapter's bylaws were amended to clean up some wording, and the chapter's first electronic election was held, giving all members the chance to participate in the election instead of only those that attend conferences.

The continued success of the Oregon Chapter is because of the enthusiasm, hard work and vision of its chapter leaders both past and present.

More information about the Oregon Chapter, including links to its quarterly newsletter, training schedule and committee and board listings, can be found on the chapter's web site, <http://oregon.apwa.net>.

I. Membership



A. Net Membership Gain and Retention

According to National APWA membership statistics, Oregon was ninth among all chapters in net gain (and third in the chapter-size category) from fiscal year end (June 30, 2019) to most-recent count (April 7, 2020). The statistical analysis showed the Oregon Chapter with 808 members at fiscal year end and 864 members at last count, a net gain of 6.93 percent.

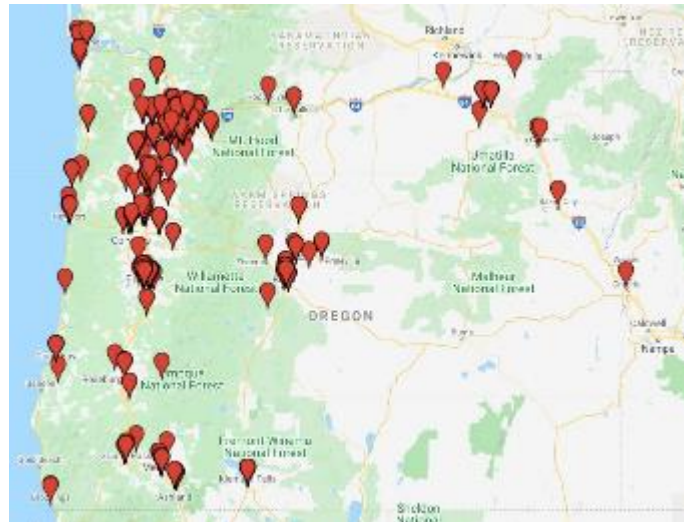
The membership continues to reflect the diversity of the chapter’s overall membership: approximately 71 percent are employed by public agencies (PA), 15 percent are individuals (IND), 7 percent are corporate members (CH), and the remaining 7 percent are life members (37), students (18), or retired (4).

B. Membership Recruitment and Retention Efforts and Programs

The Oregon Chapter’s membership is diverse, comprising a variety of public agencies, private consultants, contractors and suppliers. Operations managers, plant operators, engineers, technicians, planners, surveyors, administrators and community development managers are just a few of the working titles listed by the chapter’s members. Public agency members come from state, county, city and tribal organizations.

The chapter strives to make the APWA experience affordable to its members. Companies and agencies are encouraged to register as groups to maximize the value of their organization’s APWA membership. No local dues are charged, and every effort is made to keep the costs of conferences and trainings as low as possible. Scholarships and sponsorships are used to offset fees for members and member agencies that otherwise might not be able to participate and gain the full benefits of membership.

The chapter also strongly encourages committee activities and holds luncheons, training opportunities and open board meetings to inspire members to become involved. A conscious effort is made to spread these engagement activities throughout the state. Even though membership is concentrated in western Oregon, which mimics Oregon’s overall population density, trainings and conferences are held in central and eastern Oregon and along the Oregon coast. This provides training and networking opportunities to members from smaller communities and areas of the state that have limited resources to travel to larger, urban areas.



Member density map for 2019

I. Membership



The Oregon Chapter uses a variety of information tools to encourage active participation. The chapter's web site home page prominently displays upcoming events, The chapter's quarterly newsletters lists a calendar of scheduled trainings, and members are updated about chapter activities via email throughout the year. The chapter and its contracted administrative service, Cameo Management Solutions, market educational programs, public works luncheons, conferences, scholarships and sponsorships. To ensure that members have a fulfilling experience, they are encouraged to join one of the chapter's many committees.

New members are a crucial part of the chapter and are welcomed through the First Timer Program. The First Timer program, which is discussed in further detail under "[Service to Chapter Members](#)," is just one way relationships are developed between new and existing members. Elements of fun and camaraderie are incorporated into the chapter by creating an environment where new members feel welcomed and current members stay engaged. Furthermore, a sense of community and legacy is cultivated through community service projects. The chapter has an active membership committee that has numerous responsibilities, such as tracking chapter membership, working to obtain and increase membership and providing membership information to prospective members. The membership committee also focuses on ensuring that all agency and corporate membership positions are filled.

C. Provide Evidence of Innovative Membership Development and Retention Efforts Regardless of Whether Net Growth Has Occurred

During 2019, the chapter membership committee and board members continued its annual practice of reviewing group membership vacancies, delinquent members, and membership recruitment. Typically, one or more board members will reach out to the group contact to encourage the filling of vacancies, with an emphasis on the benefits of membership, including educational opportunities, advancement of skills, and improvement of professional performance. Corporate representatives are contacted concerning retention and development of new members, highlighting visibility, marketing, and networking opportunities that membership can provide.

In another example of innovative membership development, chapter board members (the president in 2019) visit Public Works Institute sessions to talk to attendees about the benefits of APWA membership. Further, a letter was developed by the Education Committee for the Chapter President to sign addressed to recent Public Works Institute graduates. In addition to congratulating them on their achievement, information about the benefits of APWA membership will be included.

The chapter has continued to maintain and build upon programs that have highlighted the chapter's goals, encouraged retention, further developed current members, and provided information for recruitment of prospective members. Each issue of the chapter newsletter contains articles on chapter programs, provides marketing opportunities for corporate members, and includes a listing of new members along with their contact information. This is intended to forge connections with new members early on and provide a fairly immediate benefit of membership.

I. Membership



The Oregon Chapter does not require an APWA membership for attendance at trainings or educational events. However, there are generally “member” and “non-member” rates, which are set to encourage people to join APWA to gain all the benefits of the association in addition to the reduced training rates. At the same time, allowing non-members to attend chapter-sponsored lunches, conferences and trainings exposes them to APWA and the benefits of membership.

The chapter promotes professional excellence by highlighting qualities of effective leadership and management within the public works community through activities such as the First Timer program for new conference attendees. Through this program, newcomers and veteran members make connections and broaden their networks with relationship-building opportunities. The program helps develop the professional growth of new members. Additionally, first-time attendees of the semi-annual conferences are offered a discounted rate and an assigned mentor to help engage the new attendee and encourage their return to future conferences. Retirees are also offered discount conference rates to enable their ongoing participation in the chapter.

The chapter actively promotes and supports the Young Professionals (YP) group so that it continues attract the younger generation of public works professionals to APWA. Five years ago when the YP group first started there were very few members, now the YP social at each conference is over 30 attendees. This continues to be a good avenue for bringing YPs into APWA.

II. Service to Chapter Members



A. Number of Members Attending Meetings/Events

The table below summarizes various meetings of the Oregon Chapter in 2019 (training and conference attendance summaries are documented under “[Professional Development](#)”, page 24).

Committee Leads	Attendees	Activities
<p><i>Chapter Board</i> Gordon Munro (President) Mike Bisset (President Elect) Nikki Messenger (Secretary) Tony Roos (Treasurer) Jenifer Willer (Immediate Past President) Dan Boss (Chapter Delegate) Directors: Ashley Cantlon, Doug Singer, Tim Blackwood, John Lewis, Russ Norton, Shannon Williams</p>	<p>11 monthly meetings 10-15 attendees</p>	<ul style="list-style-type: none"> • Holds open meetings each month to discuss chapter business • Discusses budget and upcoming events • Updates and implements chapter’s strategic plan • Meet with committee chairs.
<p><i>Awards</i> Krey Younger</p>	<p>3 meetings 4-5 attendees</p>	<ul style="list-style-type: none"> • Nominates candidates and projects for APWA national and chapter awards • Nominated Russ Thomas for the 2019 Top 10 Leader award • Coordinates meetings periodically around major events such as conferences • Maintains and updates web pages
<p><i>Audit Committee</i> Ashley Cantlon (chair), Chase Welborn, Dan Boss, Tony Roos (ex-officio Chapter Treasurer)</p>	<p>1 meeting</p>	<ul style="list-style-type: none"> • Reviews previous year’s treasury records to ensure accurate accounting
<p><i>Chapter Communications</i> Adrienne Lindsey Eric Jones Brian Richardson Doug Singer</p>	<p>10 meetings (typically phone conference) 3-4 attendees</p>	<ul style="list-style-type: none"> • Promotes Oregon APWA • Prepares and issues press releases • Prepares quarterly newsletter • Manages chapter web site and social media posts
<p><i>Conference Committees</i></p>	<p>Conference attendees (page 25)</p>	<ul style="list-style-type: none"> • Plan and coordinate the spring and fall chapter conferences with Cameo Management Services

II. Service to Chapter Members



<p>Education (also includes Leadership & Management) Jenifer Willer (chair), Kaaren Hofmann (board liaison)</p>	<p>42 attendees 6-8 meetings</p>	<ul style="list-style-type: none"> • Arranges educational courses each year including: technical sessions and workshops at conferences; session planning for Street Maintenance and Collection School • Coordinates assistance with Cameo Management Solutions • Implements training sessions (page 24) • Coordinates CEU and PDH credits • Provides up to three leadership and management technical sessions and one diversity and inclusion session per chapter conference • Developed outreach materials for 2019 Public Works Institute graduates
<p>Emergency Management Les Miller, Chair OR-APWA President WA-APWA EM Chair OEMA President OEM Director ORVOAD President ORWARN President</p>	<p>5-8 attendees 2 feedback sessions at conferences</p>	<ul style="list-style-type: none"> • Conducted Disaster Mitigation and Preparedness Needs Survey for 3 technical sessions at conferences and 2 classes at SM&CS schools • Sought nominations for organizations and projects for state and national hazard mitigation, preparedness, response and recovery awards • Liaison with Oregon Emergency Management Association • Promoted Public Works Sister Community Partnerships • Liaison to Oregon Emergency Management for FEMA and Oregon Readiness Cycle Activities
<p>Membership Leslie Finnigan Barbara Blair Tony Roos</p>	<p>3 members 2 meetings</p>	<ul style="list-style-type: none"> • Tracks chapter membership statistics • Works to maintain and increase membership • Provides membership information to prospective members
<p>Public Works Luncheon Doug Singer Eugene: Brian Richardson Portland: Fred Wismer</p>	<p>Eugene: 241 in 2019 Portland: 231 in 2019</p>	<ul style="list-style-type: none"> • Schedules speakers on various topics related to public works providing continuing education and promoting networking opportunities • Eugene averaged 48 attendees/lunch • Portland averaged 46 attendees/lunch

II. Service to Chapter Members



<p>Scholarships Laurie Allen</p>	<p>12 attendees</p> <p>Committee lead meets quarterly with foundation board; annually with chapter board</p>	<ul style="list-style-type: none"> • Coordinates chapter scholarship program with Oregon universities and colleges • Selects and tracks recipients • Provides information about each scholarship and its recipients • Supports Scholarship Foundation with assets of more than \$500,000
<p>Standard Specifications Guy Hakanson</p>	<p>No updates in 2019</p>	<ul style="list-style-type: none"> • Produces and updates public works construction specifications • Develops complete and accurate, current standard construction specifications and drawings for use by public works agencies, consultants and contractors • Arranges for trainings on specifications
<p>Sustainability Tim Blackwood Matt Emlen</p>	<p>6 attendees</p> <p>2 meetings</p>	<ul style="list-style-type: none"> • Updates the Sustainability Committee webpage to provide timely and relevant information to all chapter members • Works with the Institute for Sustainability to further sustainable infrastructure locally • Provides technical training sessions at the spring and fall chapter conferences • Conducts field trips to sustainable facilities
<p>Technology Bob Patterson John Lewis</p>	<p>3-7 attendees</p> <p>4 meetings (2 at conferences, 2 via teleconferencing)</p>	<ul style="list-style-type: none"> • Organize “new product showcases” introducing new technology or technology upgrades to chapter conference attendees. • Assist in providing technology-related technical sessions for the chapter conference attendees.
<p>Transportation Darren Hippenstiel Mike McCarthy Russ Norton</p>	<p>10-20 attendees</p> <p>2 meetings</p>	<ul style="list-style-type: none"> • Collaborates on transportation design, construction, maintenance and funding topics • Builds awareness and promotes advocacy of transportation issues • Provides technical training sessions at spring and fall conferences • Arranges transportation project tours

II. Service to Chapter Members



<p>Water Resources Shannon Williams Ashley Cantlon Jue Zhao, co-chair Cedomir Jesic, co-chair</p>	<p>7-30 attendees 8 to 10 meetings plus technical tours</p>	<ul style="list-style-type: none"> • Maintains exposure of APWA organization to 90+ public and private professionals every month • Hosts quality presentations for professionals to share information and keep themselves educated • Develops APWA presentation topics Expands outreach to organizations including ACWA, ERWG and AWWA to build synergies between common missions
<p>Young Professionals Chase Welborn</p>	<p>Monthly calls with APWA leadership; Logistical planning sessions for events; More than 100 participants total</p>	<ul style="list-style-type: none"> • Plans and hosts events designed to engage young professionals • Integrates YP activities into chapter conferences • Serves as a resource for young people entering the public works profession

B. Member-to-Member Outreach

Chapter Newsletter, Web Site and Other Communication Tools

The chapter continues to have an active Communications Committee, and in 2019 the committee continued to meet on a regular basis (at least every other month) to focus on developing interesting and relevant content for the e-newsletter and other communication needs. In 2019, the chapter improved on the chapter’s e-newsletter and transitioned it into a new design and focused on delivering fresh content to members. The updated design allows for the space to provide more visual content, including event photo recaps; inclusion of more robust technical-focused articles and figures/photos to support; and a better presentation of new members lists, scholarship recipient highlights, committee spotlights, and the president’s message. The new design has been well received by the members.



The Communications Committee also continued to support other committee’s communications efforts by developing event flyer templates in easy-to-use formats and promoting events on Facebook, the website and via the e-newsletter.

II. Service to Chapter Members



The chapter awarded the 2019 Excellence in Communication to John Brady and City of Portland Bureau of Transportation’s Communications Team for their work to promote and explain their bureau’s maintenance and construction work through social media videos. Since its establishment in 2016, the award has been awarded to three recipients.

The chapter’s web site is a key engagement tool for the chapter members. The most popular page on the site is the job listing page, which had garnered more than 34,000 “visits” since inception. Typically, a dozen or more public works jobs in the Pacific Northwest are posted on the job-listing page. Other frequently visited chapter web pages include: Chapter Board, Training Opportunities, Conferences and Awards, Standard Specifications, Committee Central, and Scholarships.

As planned, the web platform has freed the chapter from a technical bottleneck. In 2019, more than 40 members had some level of administrative privileges to add and edit content on the chapter’s web site. This facilitates the distribution of information and also allows active engagement and the feeling of chapter ownership by the members. Continuing improvements to National’s chapter website templates helped the Oregon Chapter manage events online. Approximately 30 Oregon Chapter events – ranging from technical tours to chapter board meetings – were posted through the event manager function in 2019.

The Communications Committee continues to produce quarterly chapter communications, available online at <http://oregon.apwa.net/PageDetails/2512>. Each issue is headlined with a message from the current chapter president. Articles in 2019 told the stories of several scholarship recipients, offered technical information on a variety of subjects, listed new members and various award winners, and promoted committee meetings, chapter events, conferences and other trainings, and National APWA events and initiatives. The three newsletters and one year-end communication from the President in 2019 received more than 4,300 page views and included numerous clickable links to APWA National web pages and other web sites. The increasing reliance on electronically delivered information makes it easier and more cost-efficient to assemble and distribute content but also depends on the members providing accurate email links to “stay in touch.”

The chapter has an email account (oregonapwa@gmail.com) to receive correspondence from members and other interested parties. The chapter secretary monitors this account.

The chapter staffed a chapter information booth at the 2019 spring and fall conferences. The booth featured an electronic slide show, updated membership information, and other materials provided by committee chairs and members.

Public Works Luncheons

In addition to the conferences, workshops, technical tours and short schools, the chapter hosts monthly and bi-annual luncheons throughout the state. The Oregon Chapter Public Works Luncheon Committee is composed of several separate subcommittees. Overall, the committee holds regularly scheduled luncheons to encourage members and non-members alike to network, hear presentations from industry professionals and participate in the APWA organization. In

II. Service to Chapter Members



2019, the luncheons were held in two locations – Portland and Eugene – on alternating schedules to better serve the APWA demographic in Oregon. Each luncheon starts with an APWA news update so that all members and non-members stay up to date with the organization’s activity. A total of 472 participants attended the events.

2019 topics included: Drones in Public Works, Fish Passage Updates, Right Turns and Rumble Strips, Willamette Falls Legacy Project, Protected Bike Lanes, Pavement That Cleans Water, Case Studies in Culverts and Buried Bridges, Hydrology Modeling, and Eugene’s Downtown Riverfront Park.

Chapter Conferences

One of the most successful ways the chapter engages its membership is holding semi-annual conferences. Each conference draws 200 or more delegates and exhibitors in well-planned events that provide education and entertainment, encourage social interaction, promote chapter leadership and recognize excellence.



Panel discussion at spring 2019 conference in Bend

The spring 2019 conference in Bend drew approximately 243 delegates and exhibitors. Its theme, “Investing in Community,” signified one of the many ways public works help to make our communities better places now and for the generations to come.

The fall 2019 conference in Hood River had 200 delegates and exhibitors. Its theme was “Invention, Innovation, and Improvisation,” which is a cornerstone of public works. Sessions highlighted what others have done and what is new in the industry that may lead to needed solutions.

C. Evidence That the Chapter is Successfully Meeting Chapter Best Practices

During 2019, the Oregon Chapter of APWA continued to focus on the standards set in prior years, maintaining adequate scheduling, coordination, and resources to meet all of the applicable *Chapter Best Practices* (see [Appendix A](#)).

D. Chapter-to-Chapter Outreach

Oregon and Washington State Conference Exchange Program

In 2019, the Oregon Chapter continued its chapter-to-chapter conference exchange program with the Washington State Chapter. Members of each chapter’s executive committee participate in the exchange program, providing an opportunity to exchange ideas, understand lessons learned,

II. Service to Chapter Members



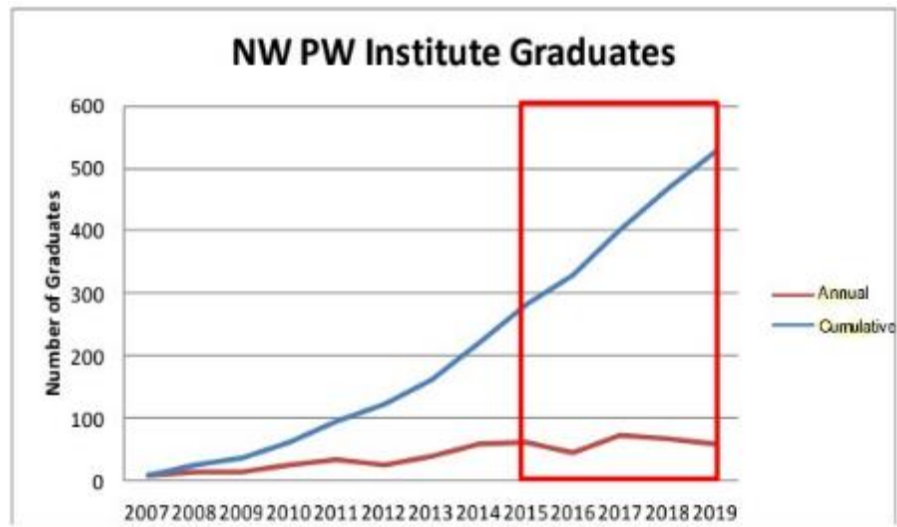
share successful programs, and enhance each chapter's service to its members. Each chapter hosts a representative of the other chapter's executive committee at one of their semi-annual conferences, where they interact and participate and in the host chapters board and committee meetings, participate in that chapter's conference programs, and network with members of the host chapter. This has improved each chapter's programs and revitalized the relationship between each chapter. Oregon Chapter Director Tim Blackwood attended the Washington State Chapter's 2019 spring conference.

Chapter Dinners at PWX

In 2019 PWX was held in Seattle and, as per tradition, Region IX attendees from Washington, Oregon, Alaska, Rocky Mountain, Utah, Colorado, British Columbia, Alberta and Saskatchewan chapters gathered together during the conference for a joint dinner. Many Oregon members attended the dinner.

Northwest Public Works Institute

The Oregon Chapter continues a longtime practice of collaborating with the neighboring Washington State Chapter on the Northwest Public Works Institute (NWPWI), a joint effort between the two chapters that helps develop leadership and management skills for public work professionals. In 2019, for the seventh year in a row, all three NWPWI leadership classes were held in Washington as well as Oregon.



2019 was the Institute's fourth-highest number of graduates since the NWPWI began, with 58 graduates, including 23 from Oregon, completing the required 90 hours of coursework. There are now 524 graduates from both the Oregon and Washington chapters from the NWPWI.

In December 2018, the Oregon Chapter was notified that APWA approved the renewal of the Northwest Public Works Institute for another five years.

National Committees

Many members of the Oregon Chapter are actively involved in National APWA programs. This is an opportunity for chapter members to share their experience and knowledge with other chapters. The following is a list of the Oregon members involved at the National level in 2019:

II. Service to Chapter Members



<i>Name</i>	<i>Committee/Subcommittee</i>
Matt Rodrigues	Center for Sustainability, member Leadership Group
Pam Berrian	Donald C. Stone Research Council
Peggy Keppler, Delora Kerber	Professional Development Committee
Katie Marwitz	Emerging Leaders Academy (2018-2019)
Dan Boss	Council of Chapters
Tony Roos	National APWA Awards Committee (chair)

E. Chapter Diversity/Inclusiveness Programs or Activities

Chapter Board

The chapter’s commitment to diversity continues to be a focus and is clearly stated in the Oregon Chapter 2019 Strategic Plan: “We are proud that our association and its members demonstrate a commitment to diversity, including background, education, training, experience, generation, and geography, among others. We are an umbrella organization dedicated to serving the remarkable breadth of people committed to public works.”



Chapter board members (from left): John Lewis, Ashley Cantlon, Russ Norton, Dan Boss, Nikki Messenger, Tony Roos, Jenifer Willer, Doug Singer, Mike Bisset

The fulfillment of this core value starts with the chapter board. The 2019 Oregon chapter board continued to be a solid balance of public agencies, private consultants and retired members working together to accomplish the work of the chapter through collaboration, teamwork and delegation. The board is a functional group of professionals who enjoy their time together, which in turn allows for successful delivery of service to the chapter. The 2019 board consisted of:

II. Service to Chapter Members



<i>Executive Committee</i>	
President	Gordon Munro (TetraTech)
President-Elect	Mike Bisset (City of McMinnville)
Treasurer	Tony Roos (Kittleson and Assoc.)
Secretary	Nikki Messenger (City of Roseburg)
Immediate Past President	Jenifer Willer (City of Eugene)
<i>Directors</i>	
Tim Blackwood (Pali Consulting)	Russ Norton (/Quincy Engineering)
Doug Singer (City of Eugene)	Ashley Cantlon (Otak)
Shannon Williams (WSP)	John Lewis (City of Oregon City)
<i>Liaisons to the Board</i>	
National Delegate	Dan Boss (Retired)
Scholastic Foundation (non-voting)	Gregg Weston (3J Consulting)

This group worked efficiently together and shared the common goal and strategic vision of promoting leadership development in its operations. The chapter continued to benefit from its successful practice of electing the treasurer and the secretary to two-year terms, which provides stability and continuity for these important operational positions. The Oregon Chapter is focused on actively recruiting young professionals' participation in the chapter and to serve on the board. In particular, Ashley Cantlon completed a two-year term as a director, and was re-elected at the end of 2019 to second two-year term beginning in 2020. Chase Welborn was elected to be a new board member and was formerly the chair of the YP group.

Additionally, the chapter supports sending officers to National events to improve their skill set as leaders in the chapter, making connections with other chapters, and strengthening the bond that the Oregon Chapter has with National APWA.

In 2019, the following chapter leaders were sponsored for trips to National events:

<i>Event</i>	<i>Attendees</i>
Public Works Expo (PWX 2019)	Gordon Munro (President), Jenifer Willer (Immediate Past President), Dan Boss (National Delegate), Sarah Terry (presenter)
Council of Chapters	Dan Boss (National Delegate)
Chapter Leader Training (2019)	Russ Norton, Tony Roos, Dan Boss

II. Service to Chapter Members



Public Works Expo

The Oregon Board was contacted by National APWA to assist a contingent of Australians and Finns who were attending the National Conference and wanted to explore agencies in Oregon as part of the experience. Tours were set up for the Australians that included visits to three agencies in the Portland metro area including the City of Portland, City of Oregon City and Water Environment Services. The Finns were also given a tour of the City of Portland and surrounding areas.

Training and Networking Opportunities

The Oregon Chapter realizes that the membership is comprised of a wide array of public works professionals who have different needs with respect to training, networking and involvement. The chapter offers diverse training and networking opportunities to meet the interests of the various members who participate in chapter events. Educational opportunities are available for managers and supervisors (e.g. spring and fall conferences), front-line workers (short schools), and emerging leaders (Northwest Public Works Institute). Technical tours of local facilities and projects are offered at the spring and fall conferences, allowing local agencies to showcase their work to other public works professionals from across the state.

Technical Tours and Workshops

Committee technical tours engage members and advance public works knowledge at a very local level, as illustrated by several events in 2019:

- The Water Resources Committee hosted a tour and presentation at the Grabhorn Reservoir project in Beaverton in September, with Peter Olsen, PE, as the presenter.
- In October, the Water Resources Committee and the City of Salem hosted a tour and presentation at the Willow Lake Water Pollution Control Facility.

Additionally, technical tours and workshops were offered in conjunction with the chapter's semi-annual conferences. The spring 2019 conference in Bend included a tour of Oregon State University's Cascades Campus. Conference attendees started their tour with students and explored existing campus, then joined Steve Pitman, Director of Facilities and Operations, for a tour of OSU's expansion properties and the site work under way. Also at the spring conference the "New Product Showcase" featured high-performance biofiltration and speed lane and armadillo counters. At the fall conference in Hood River, the technical tour explored Full Sail Brewery to learn about the brewery's sustainability practices and the local, natural ingredients used in their brews. The "New Product Showcase" focused on drones and their uses in public works, and wastewater modeling processes and benefits. Both conferences offered traditional golf and disc golf, providing healthy activities as well as opportunities for members to socialize and have fun together.

To promote and encourage involvement of our younger members, the conferences host Young Professionals mixers. These mixers are intended to support National's Young Professionals Network (YPN) and to recruit, develop, connect, empower and retain young professionals in APWA through increased opportunities and resources to enhance their professional development and success with the association and the public works industry.

II. Service to Chapter Members



First Timers Program

One of the more popular aspects at the spring and fall conferences is the First Timers Program. The Leadership and Management Committee established the First Timer Program in 2004 with an intent to welcome first-time conference attendees and help them navigate the conference events.



First-timers and chapter board members at 2019 fall conference in Hood River

The program

encourages active participation by pairing each first timer with an experienced APWA mentor. Mentors play a large role by introducing the first timer to other Oregon Chapter members, resulting in great networking opportunities throughout the conference. The program serves as an avenue for experienced members to share their valuable knowledge of public works with first timers.

In 2019, 30 people participated in the program at the spring conference in Bend, and there were 28 participants at the fall conference in Hood River. This represents a dramatic 100% increase in participation from the prior year. First Timer Program coordinators team up first timers and their mentors ahead of the conference so that connections could be made before the kick-off meeting at the conference. At each of the conferences, the chapter board hosts a First Timers social hour, where they have an opportunity to meet and interact with members of the chapter's executive board.

Recognition of Military Veterans

In 2019, the chapter continued to recognize military veterans who have served our country. The chapter awarded its annual \$1,000 college scholarship to Justin Echternacht, a veteran of the U.S. Navy who is studying civil engineering at Oregon Institute of Technology. This is a perpetually funded annual scholarship created in 2015 through a successful fundraising effort strongly supported by chapter members.



Justin Echternacht: "This scholarship will allow me to pursue interesting internship opportunities without being financially burdened"

Conference and Training Sponsorship and Accessibility

To assist local municipalities with training and networking opportunities, the chapter offers scholarships to small local agencies to allow their employees to participate in a conference or other chapter-offered training schools they would not otherwise be able to attend. This gives these employees the opportunity to gain exposure to other attendees, meet exhibitors, and benefit

II. Service to Chapter Members



from specialized training and technical sessions. In 2018, a total of four sponsorships to conferences were provided: three to the spring conference and one to the fall conference.

Additionally, the chapter strives to diversify the locations of the spring and fall conferences to enable public works staff from less populated areas of Oregon to attend with lower travel costs. In 2018, the spring conference was held in the Willamette Valley in the city of Eugene, and the fall conference was held in the southwest community of Canyonville at the Cow Creek Band of Umpqua Tribe of Indians Seven Feathers Resort.

F. Young/Emerging Professionals

The Oregon Chapter's Young Professionals (YP) committee is in its fifth year. Under the able leadership of Chase Welborn, himself a young professional, monthly conference calls are held with YP committee chairs in a national forum managed by Brad Patterson. On these calls, each chapter discusses progress made with its YP group and what type of events they are holding. Oregon has gotten great ideas by listening to what other chapters across the country are doing successfully. Oregon also has helped several new YP leaders, explaining what has and hasn't worked for the Oregon Chapter.

In 2019 the Oregon Chapter held four YP social events. Two of these events were joint ventures with ASCE (American Society of Civil Engineers). A third event was a joint venture with SAME, Society of American Military Engineers, and ASCE. Attendance at the events ranged from 15 to 60 people, depending on how many organizations were sponsoring the event. While the organizations had members of similar fields, there was enough variety between the groups to provide great conversations. These larger attendance events allow organizers to rent out a private space for the event, and order catered food. These events typically have equal amounts public employees and private firms. It's a great place to talk shop and see issues from the other side of the counter.

The YP Oregon Chapter held a technical tour at the Oregon Department of Transportation (ODOT) materials testing laboratory in Salem, Oregon. One of the members of the young professionals group works for ODOT, and was able to schedule a tour of the laboratory. This lab is used to test various aggregate, asphalt, and concrete methods and mixtures for pavement analysis and performance.

The YP Oregon Chapter also attends Engineer's Week, an annual event to encourage engineering careers for young students. Events allow high school students get one-on-one face time with engineers in the industry. Engineers ask students questions about their interests, let them ask questions about the industry, and help guide them in towards an engineering career they might like. These events host hundreds of students over the week across Oregon.

YP mixer events are held at the APWA Oregon conferences, encouraging all young professionals to join. This is a similar event to the non-conference events, but conference mentors are also invited to attend the YP event. Mentors are responsible for guiding first time attendees through the conference. The mentors are typically more experienced with APWA and have a role model

II. Service to Chapter Members



quality. Getting private time with them in a YP-only setting is very beneficial for young members starting their careers. The Oregon APWA chapter is dedicated to expanding the association through involving the younger generation. The results of this can be seen by the attendance of these at-conference events. The last two chapter conferences had well over 30 young professionals, and has been increasing with each conference.

III. Advancement of Public Works and Sustainability



A. Awards/Recognition Programs

The Oregon Chapter has a very active awards program that recognizes a variety of projects and individuals from throughout the state. The following project awards were issued in 2019:

Projects:

<i>Description</i>	<i>Agency</i>	<i>Amount</i>	<i>Category</i>
Kellogg Creek Bridge Emergency Replacement	City of Milwaukie	Less than \$5 million	Disaster, Emergency Construction/Repair
59th Court Stormwater Outfall Repair	City of Hillsboro	Less than \$5 million	Environmental (Water, Wastewater, Stormwater)
Bull Mountain Trunk Improvements	Clean Water Services	\$5 million to \$25 million	Environmental (Water, Wastewater, Stormwater)
Cherry Drive Extension	City of Hillsboro	Less than \$5 million	Transportation
D Avenue Improvements	City of Lake Oswego	\$5 million to \$25 million	Transportation
US 101 @ OR 6 (Tillamook) Section	ODOT Region 2 and City of Tillamook	\$25 million to \$75 million	Transportation

The City of West Linn received a National Project of the Year Award for its Bolton Reservoir project, a 2018 Oregon Chapter project of the year (Environmental, \$5 million - \$25 million).

Everyday Heroes Awards

In 2019 the chapter presented six Everyday Heroes Awards. This award recognizes public works employees who are identified by their peers or customers for providing good customer service (responsive, consistent, courteous), making the best use of public resources (efficient, innovative), helping co-workers succeed (assistance, cooperation, solution oriented), and being a great person to work with (friendly, respectful).

Recipients in 2019 were Alfreda Amyotte and Miriam Wilson of the City of Hillsboro, Dan Wood of Lane County Public Works, the Lane County Public Works Road Maintenance Division, and Leo French-Pinzon and Brian Faulhaber of the City of Newberg. The stories of their dedication and service can be read on the chapter's [Everyday Hero awards web site](#).



Everyday Heroes: Leo French-Pinzon (left), Brian Faulhaber

III. Advancement of Public Works and Sustainability



Sustainability Practices Award

The Oregon chapter presented a Sustainability Award for a program at the 2019 fall conference in Canyonville. The City of Eugene Sustainable CIP was recognized for incorporating climate change goals and emissions tracking into its capital improvement programs.

Communication Excellence Award

Established in 2016, the Oregon Chapter Communications Award recognizes individuals who are distinguished in the public works field for communication skills or techniques that bring awareness or educate the public and/or the profession about public works or public works communications. Receiving the award in 2019 was John Brady and Portland Bureau of Transportation's Communications Team for the work they did to promote and explain their bureau's maintenance and construction work through a series of engaging videos for social media.

Bowes Award for Chapter Service

Delora Kerber, Public Works Director for the City of Wilsonville is the 2019 recipient of the prestigious William A. Bowes Service Award. Her selection was announced by Nikki Messenger, the 2018 Bowes Award recipient, at the 2019 Fall Conference Awards Banquet in Hood River, Oregon.

Kerber has been involved in every level of the chapter – committees, a director and then on up through the executive track as treasurer, president elect, chapter president in 2016, past president, and currently as a member of the Scholastic Foundation Board. Kerber attended Benson High School, and graduated in the second class to allow female students, of which she was one of nine in a class of 300. She earned a bachelor's degree in civil engineering from Oregon State University. Her career has spanned agencies and consultants, with jobs at ODOT, Alpha Engineering, CH2M Hill, City of Sammamish and most recently with the City of Wilsonville. She was the president of Puget Sound Chapter of Women in Transportation in the late 1990s. "Delora is fiercely competitive and determined to win," Messenger said in announcing the award. "She is someone you want on your team. She makes things happen!"



Delora Kerber

The William A. Bowes Award is the chapter's highest award. Each year since its inception in 1978 it has been awarded to a distinguished Oregon public works professional to recognize that individual's far-reaching positive impact on public works programs, services or policies. Criteria include promoting the profession, signing up new members, participating in committee activities and gaining public recognition of the chapter.

III. Advancement of Public Works and Sustainability



Golden Knuckle (aka “Gizmo”) Award

This trophy, dubbed the Gizmo Award, has been passed on to chapter members twice a year since 1985. Recipients add their personal embellishments that reflect the legacy they want to leave in the industry. In 1993, the award recipient, Larry Rice, requested that the Executive Board turn the award into a fundraiser for the Oregon APWA Scholastic Foundation, and ever since it has raised scholarship money for students pursuing a career in public works. Because it is difficult to store a large trophy for that long, some members pay hundreds of dollars to ensure that they don’t win the award. Winners are voted for and announced at the two annual conferences.

The 2019 “winners” of the Gizmo were Doug Singer (spring conference) and Laurie Allen (fall conference).



Laurie Allen ponders the Gizmo after winning it at the 2019 fall conference

National Awards



2019 PACE presentation: (from left) David Lawry, Jenifer Willer, Gordon Munro, Dan Boss, Russ Thomas, Mike Bisset; Katie Marwitz, Delora Kerber, Doug Singer, Les Miller, Sarah Terry, John Lewis

Presidential Award for Chapter Excellence (PACE)

The Oregon Chapter continues to meet or exceed National’s expectations with respect to growth, performance, and delivery of services. This PACE nomination packet marks Oregon's 19th submittal with the chapter successfully earning the award, consecutively, since 2001.

III. Advancement of Public Works and Sustainability



Top Ten Leader of the Year Award

Russ Thomas, Public Works Superintendent for the City of Newberg, was nominated as a candidate for National APWA's 2019 Top 10 Public Works Leader Award.

The Oregon Chapter board selected Thomas for the nomination based on his passion for public works and his commitment to help others, particularly those who work in the operations and maintenance areas of the profession.

"Russ is truly a leader within the industry and the community," wrote Chapter President Gordon Munro in his letter of recommendation to the award panel. "His efforts help to elevate the industry and are of great benefit to the community."



Russ Thomas

Thomas served in the U.S. Navy for four years, then literally "worked his way up," starting as a laborer with the City of Newberg in 1979 and advancing over the years as a crew chief, wastewater treatment plant manager, operations supervisor, and ultimately Newberg's maintenance superintendent. Similarly, he rose through the ranks of Oregon APWA, becoming a member in 1996 and serving on the chapter's Education, Fleet, and Underground Utilities/Locating committees before joining the chapter board in 2010. He served as president of Oregon APWA in 2017. He has been a mainstay on the Wastewater Collections and Street Maintenance School steering committee for more than 20 years, and was also an avid supporter of the Gizmo competitions that raise money for scholarships. Thomas received the chapter's Bowes Award for distinguished service in 2014.

In addition to his professional service, Thomas has been an active member of his community, chairing Newberg's annual Old Fashioned Festival committee and serving as president of the Newberg High School Booster Club, the St. Paul Parochial School Parents Club, Newberg Little League, and Newberg Babe Ruth.

The full application listing Russ Thomas' many successes is available under Awards on the chapter's web site.

Public Works Projects of the Year

In addition to the 2019 Top 10 nomination of Russ Thomas, the nomination of Chase Welborn for the Myron Calkins Young Leader Award (2020) and the City of Eugene's Sustainable CIP for Exceptional Performance in Sustainability, the Oregon Chapter submitted three projects for consideration by APWA National as Projects of the year in 2019. The projects were: Bridge Street Bridge Rehabilitation Project by Lane County (Transportation less than \$5 million); D Avenue Improvement Project by City of Lake Oswego (Transportation \$5-\$25 million); and US101 @ OR 6 Tillamook Section by Oregon DOT (Transportation \$25-\$75 million).

III. Advancement of Public Works and Sustainability



B. Public Works Promotion

The Oregon Chapter continued its ongoing commitment to Public Works Week with the 2019 theme, “It Starts Here.” Many Oregon jurisdictions celebrated statewide from May 19-25, including a proclamation issued by Oregon Gov. Kate Brown. Notable events that promoted public works included:

Washington County held its annual Public Works Fair, a family-friendly event hosted by local agencies, on May 18. The Washington County Board of Commissioners declared May 19-25 National Public Works Week in Washington County. The Department of Land Use & Transportation and Clean Water Services shared the story of public works with a [YouTube video](#), presentation, media releases and a social media campaign.



Family-friendly event at Washington County

Eugene Public Works held its annual Public Works Day celebration on May 16, 2019. More than 2,000 people came to the free event where they learned about public works services.

The cities of Hillsboro, Tigard, Newberg, and many others celebrated Public Works Week with open houses, projects, and equipment displays, that connected public works professionals, citizens and schoolchildren throughout the state. McMinnville held its 13th annual touch a truck event during NPWW for the kindergarten classes at several local elementary schools.

C. Professional Development

In alignment with the Oregon Chapter’s strategic plan, the chapter’s training and professional development program provides a wide range of courses, topics and learning opportunities for front-line workers, managers, administrators and engineers.

A popular skill event is the Oregon Equipment ROADeo, which was held in connection with the extended 2019 Street Maintenance and Collection Systems School held in Eugene in



Skid steer competition cored at the 2019 Oregon ROADeo

III. Advancement of Public Works and Sustainability



April. Students had the option of competing on a backhoe, excavator, or a skidsteer. All equipment was sponsored by Pape’ and Peterson Equipment, who also donated prizes for first-place category winners. Overall competition winners received a commemorative belt buckle and a stipend from APWA Oregon to attend and compete at the APWA National ROADeo Competition at PWX in Seattle in September.

The Oregon Chapter holds conferences twice a year. These conferences typically attract managers and other senior public works officials. The chapter also continues to work and partner with the Oregon Department of Transportation’s T2 program to deliver high-quality technical training to public works employees through twice-a-year “short schools.” Both the conferences and the short schools offer official training credits (PDHs and CEUs). As shown below, these conferences and short schools drew 810 attendees, and 58 exhibitors in 2019.

The chapter and its Public Works Luncheon Committee coordinated 10 educational luncheons throughout the year, held in Portland and Eugene. Several committees also conducted technical tours in 2018. Additionally, the Northwest Public Works Institute provides a popular series of leadership trainings that are always well attended. Upon completion of the leadership trainings, participants receive a certificate of competency.

The following is a summary of the chapter’s 2019 conference and training program:

<i>Event</i>	<i>Dates</i>	<i>Location</i>	<i>No. of Attendees</i>	
			<i>Delegates</i>	<i>Exhibitors (Companies)</i>
Spring Street Maintenance & Collection Systems School	March 19-22	Eugene	192	18
Spring Conference	April 16-19	Bend	188	55
Developing Leader (NWPWI)	April 8-12	Bend	41	N/A
Fall Conference	October 22-25	Hood River	159	41
Fall Street Maintenance & Collection Systems School	October 29-31	Newport	151	17
Public Works Leadership (NWPWI)	November 5-8	Cannon Beach	39	N/A
Public Works Essentials (NWPWI)	December 10-13	Wilsonville	40	N/A

III. Advancement of Public Works and Sustainability



Chapter Conferences

In 2019, the spring conference was held in Bend, Oregon, and the fall conference was held in Hood River, Oregon. Semi-annual chapter conferences target engineers, managers and administrators with technical sessions associated with transportation, sustainability, emergency management, water and wastewater systems. Additionally, nearly 100 exhibitors share information about professional services, new products and cutting-edge technology and participate in social events that allow exhibitors and delegates to connect.



(from left) Gordon Munro, Tom Hickman, Bill Spearman

The chapter conferences are also attractive to professional engineers and water and wastewater professionals because the technical sessions qualify for Professional Development Hours (PDHs) and/or Continuing Education Units (CEUs). The State of Oregon requires 30 PDHs every two years for professional engineers to retain their licenses. Because each conference offers 8 PDHs, (i.e. 32 PDHs every two years), there are many professional engineers who earn all of their PDHs at these events.

APWA National President-Elect Bill Spearman attended the chapter's 2019 spring conference in Bend, and APWA National President Dave Lawry attended the chapter's fall 2019 conference in Hood River. These visits provided



Dave Lawry, Laurie Allen

a unique opportunity for the members of the Oregon Chapter to interact with the national leadership and to meet, share ideas and successes, and build stronger relationships.

Street Maintenance & Collection Systems Schools

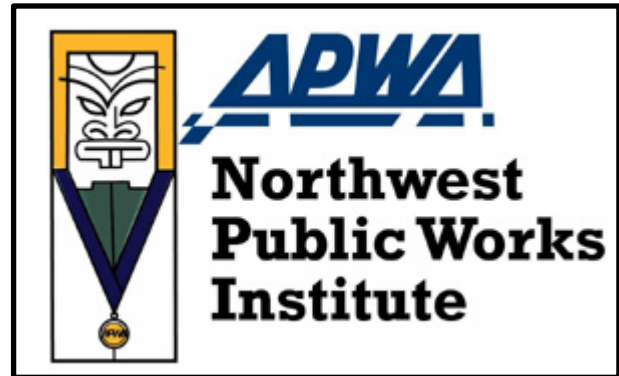
The short schools target equipment and plant operators, field crews, and maintenance personnel. In addition, APWA teams up with the Oregon Department of Transportation's Technology Transfer Center to offer the "Roads Scholar" program. This is a multi-part program that trains personnel from across the state in a variety of transportation and road maintenance related principles and theories. In 2019, two short schools were held: one in Eugene and one in Newport on the Oregon Coast. A total of 343 public works employees attended these two trainings, plus 35 exhibitors showing a variety of operations and maintenance system equipment.

III. Advancement of Public Works and Sustainability



Northwest Public Works Institute (NWPWI)

The Northwest Public Works Institute is a program that helps develop leadership and management skills among Northwest public works professionals. Through a joint effort between the Oregon and Washington APWA chapters, the institute provides classes in both states. NWPWI offers APWA members three courses: Public Works Essentials, Developing Leader and Leadership Skills. These courses provide public works professionals with the skills needed to advance in managerial and supervisory positions within APWA. NWPWI now requires capstone projects for all three of its courses, whereas previously only the Developing Leader class did. These projects require students to work in teams and share expertise in operational topics such as managing employees, creative decision-making and engineering. 2019 continued the past success of these classes, with all offerings at capacity. For the sixth year in a row, all three NWPWI classes were held in Washington as well as Oregon. 58 graduates, including 23 from Oregon, completed all 90 hours required to obtain their certificates of completion. There are now 524 graduates from both chapters.

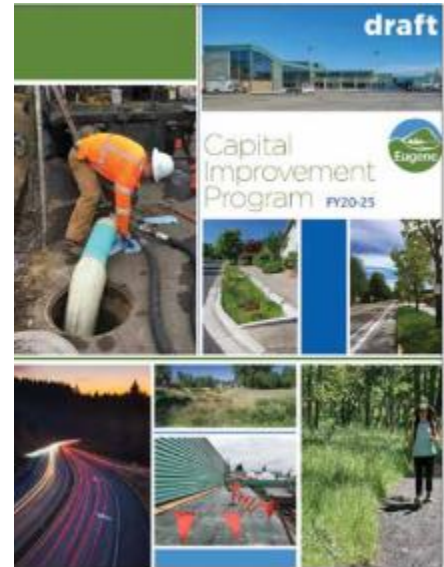


D. Promotes Sustainability in Public Works Management

Award-winning Sustainability

The City of Eugene, Oregon, received Oregon APWA’s 2019 Sustainability Award and was featured in the May 2019 APWA Reporter for its sustainable approach to capital improvement program planning and analysis.

In addition to delivering a capital improvement program meeting community expectation, the most beneficial outcomes of the process were greatly expanding organizational knowledge of tools and methods for estimating greenhouse gas emissions for CIP projects and developing a shared understanding of how project and material choices influence progress toward climate recovery goals.



Matt Rodrigues

National Center for Sustainability

Matt Rodrigues, Acting Public Works Director at the City of Eugene and an active member of the Oregon Chapter, continued to serve on the Leadership Group of APWA national’s Center for Sustainability in 2019. Matt previously chaired the chapter’s sustainability committee.

III. Advancement of Public Works and Sustainability



The Sustainability Committee

The Sustainability Committee’s mission is to inform, educate and support APWA members in implementation of sustainable design, construction, management and operation of public works. The committee has taken several actions to implement this mission: provide sustainability focused education; leverage opportunities to increase awareness of sustainable practices and the committee; and recognize the excellent work of public agencies, organizations and individuals.

To accomplish these goals, the committee meets regularly in conjunction with the chapter’s spring and fall conferences. At these meetings committee members review the committee’s mission and goals and assess how the goals were met. In 2019 the committee appointed a new chairman and planned a fall post-conference field trip on restoration efforts after a large wildfire in the rugged Columbia River Gorge. Unfortunately the committee chairman fell fatally ill, and the field trip had to be cancelled. Despite the loss of the chair, the committee awarded the Oregon Sustainability Practices Award at the fall conference and is in the process of rebuilding the committee leadership team and selecting a new chair for 2020. The committee looks forward to resuming its broader focus on not just sustainability, but climate change and resiliency under the sustainability umbrella. Educational opportunities will be identified for upcoming conferences as well as potential Sustainability Practices Award nominees. The Sustainable Practices Award will continue to be awarded at the chapter’s fall conference each year and be the committee’s premier effort to recognize the excellent work of chapter members and member agencies and increase awareness of sustainable practices.

F. Advocacy Outreach

The Oregon Chapter encourages public recognition, awareness and an understanding of the importance of public works in our communities to elected officials and to the public as a whole. In addition to the statewide proclamation of National Public Works Week by Oregon Gov. Kate Brown in May 2019, cities and counties across the state also proclaimed the week of May 19-25, 2019, as National Public Works Week. The chapter also continues to foster its relationship and build understanding with local government associations. In 2019, the Oregon Chapter donated \$500 to the League of Oregon Cities and participated in the league’s annual conference.

Elsewhere in the region, the Oregon Chapter was a sponsor of the Green Transportation Summit and Expo held in April 2019 at the Tacoma Convention Center. Oregon also participated in international relations. As part of 2019 PWX in Seattle, public works professionals from Finland and Australia visited the Portland metro area and were given tours by local Oregon Chapter members.

IV. Service to the Community



A. Education Outreach Programs

Scholastic Foundation

The Oregon Chapter's Scholastic Foundation awards scholarships to students interested in pursuing an education related to the public works field. Since 1981, the program has awarded 246 scholarships, totaling \$635,700 in scholarship money. In 2019, the Foundation awarded 18 scholarships ranging from \$750 to \$3,000 for a total of \$31,000. APWA encourages its scholarship recipients to become student-members and to continue their affiliation with APWA after graduation. The stories of these worthy scholarship recipients and the appreciation they express can be viewed at <http://oregon.apwa.net/PageDetails/2532>.

Initially, these scholarships were established to recognize and financially assist civil engineering students with an interest in pursuing a career in public works at three different colleges. As the foundation's resources have grown over time, so too has the number of scholarships and recipients increased. In 2019, scholarships were offered at 12 colleges and universities serving Oregon students.

The "[Gizmo](#)" is the chapter's premier way of raising scholarship funds. The scholarship program also benefits from "tribute" accounts created by individuals or in memory of those dear to the hearts of Oregon APWA members. Currently there are 10 tribute accounts, including those honoring Kurt Corey, Merle Langley, Allen Alsing, Ron Polvi, Don Schut, Michael Lindberg, and Les Lyle. There are special scholarships, too, including one for veterans, one funded by chapter past presidents, and two funded jointly through a partnership of Oregon APWA and Asphalt Pavement Association of Oregon. This varied and creative approach to funding scholarships has worked very well for the Oregon chapter and has yielded success by every metric: number of students served, number of participating colleges, and total assets.



Bill Spearman announces Doug Singer as Gizmo winner at spring 2019 conference in Bend

IV. Service to the Community



B. Community Service Programs

The Oregon Chapter undertook several community service partnerships in 2019:

- At the spring 2019 conference in Bend, a special focus was on helping the local Court Appointed Special Advocates (CASA), an organization that matches abused children to specially trained volunteers who serve as friends, role models and advocates in court for the children's best interests. The chapter's support helps these important and valued relationships to remain until children are placed in safe and loving home.
- At the fall 2019 conference in Hood River, the chapter donated \$500 to The Next Door, a Hood River-based social services non-profit organization that serves approximately 3,500 individuals a year across seven counties in Oregon and Washington. The group changes the lives of children through nurturing support, mentoring, addressing barriers to education, foster care and building life skills. Also at the fall conference, several chapter members volunteered hands-on assistance at Next Door's Raices Cooperative organic farm.
- The chapter board also provided a grant to the Lane County to distribute 200 books related to public works to three elementary schools. Lane County staff personally delivered the books as part of Public Works Week.

Community Outreach Grants

The objective of the Community Outreach Grant Program is intended to provide opportunities for Oregon APWA members to participate in community-building events, as well as foster an open society by supporting activities that promote the exchange of ideas, advance livability, strengthen the workforce and support sustainable public works infrastructure. Eligible organizations can apply for grants through a form on the Oregon APWA website.

In 2019, the chapter disbursed \$2,650 through its Community Outreach Grants Program:

- \$500 to American Society of Civil Environmental Water Resources Group for Engineers Week events
- \$500 to The Next Door of Hood River, Oregon
- \$500 to Court Appointed Special Advocates (CASA) of Central Oregon
- \$650 to the League of Oregon Cities
- \$500 to Lane County for Public Works Outreach

[Top](#)

Appendix A



Appendix A: Best Practices for APWA Chapter Capacity Building

Mark the Yes or No column as applicable. If response is NO, please use the Comments column to elaborate whether issue is being addressed and progress made.

	Yes	No	N/A	Comments
Membership Development				
1. The chapter maintains a continuously active membership growth committee.	x			
2. The chapter has an active membership development plan in place.	x			
3. The chapter maintains a college student outreach/mentoring program.	x			Added outreach is in development
4. The chapter conducts regular new member orientations and/or implements a plan to welcome new members.	x			
5. The chapter seeks diverse members and exhibits an inclusive attitude in its meetings and communication materials.	x			
6. Membership retention is specifically assigned to an officer, committee or chapter administrator.	x			
7. Chapter offers programs targeted to young professionals and/or those new to public works field.	x			
8. Chapter participates in programs (webinars) offered by National addressing membership issues and utilizes membership recruitment and retention tools offered through National works field.	x			
9. Chapter targets small communities and geographic areas where membership is currently minimal or nonexistent.	x			
10. Chapter monitors roster for unfilled agency membership position(s) and actively works with agency to fill position(s)	x			
Leadership Development				
11. At least two chapter officers attended the most recent (biennial) Chapter Leader Training.	x			
12. The chapter delegate has a three year term of office.	x			
13. The chapter delegate and/or alternate attends all Council of Chapters meetings and conference calls and regularly reports HOD deliberations to chapter.	x			
14. The chapter treasurer serves a minimum of two years and has a transition plan for a successor.	x			
15. A leadership succession plan is maintained.	x			
16. An active "past presidents" advisory committee is maintained.	x*			* While there is no formal "advisory committee," there are many ways past presidents are

Appendix A



				involved. Currently, 9 of the last 12 past presidents are actively engaged in chapter affairs.
17.	The chapter seeks ways to utilize retired members, such as recruiting new members and/or volunteers.	x		
18.	Annually the chapter appoints a liaison to the National committees which request a chapter designee.	x		
19.	The chapter conducts an annual orientation session for new executive committee and committee chairs.	x		
20.	Annually, a transition meeting with the outgoing and incoming executive committee and committee chairs is held.	x		
21.	Chapter strives to seek an optimal mix between the number of public agency and private company members who serve on the executive committee.	x		
Committees and Taskforce Development				
22.	Chapter maintains a description for each of its committees and volunteers are actively recruited to serve on committees	x		
23.	Committees establish annual goals and submit regular reports of activity to the executive committee.	x		
Education and Special Events				
24.	Annually, The chapter conducts at least six continuing education and/or other education programming events to advance the public works field.	x		
25.	The chapter hosts annual equipment event and/or program targeted to "operations" staff.	x		
26.	The chapter hosts two or more special events for members that are of a networking or fundraising value.	x		
27.	The chapter demonstrates creativity and innovation in programs and educational events.	x		
Finance Management				
28.	Hard copy monthly or quarterly financial statements are provided at all executive committee meetings.	x		
29.	The chapter has established a policy to maintain an unrestricted and undesignated liquid reserve between 10% - 35% of its annual budget.	x		
30.	A fundraising development plan exist for chapter fundraisers.	x		
31.	The chapter submits/posts on the website its upcoming calendar of activities to secure insurance coverage to APWA National by January 31.	x		
32.	The chapter has a written investment strategy for short and long term goals and reviews the strategy and investment reports at a minimum twice per year.	x		

Appendix A



33.	Executive Committee is aware of financial reporting requirements of the chapter to APWA National and of its fiduciary responsibilities as stated in the APWA Rules Governing Chapters.	x			
34.	If applicable to the chapter, branches provide, at a minimum quarterly financial statements to the chapter.	x			
Community Service and Outreach					
35.	Annually the chapter organizes and/or participates in a minimum of two community/environmental service events, one focused on an environmental project and one on a community-based project.	x			
36.	The chapter has partnered and/or made contacts to partner on a project/program with other kindred organization(s)	x			
Administration					
37.	The chapter's bylaws are reviewed at a minimum of every three years and amendments submitted to APWA National for approval.	x			
38.	The chapter is in contact with APWA National staff when issues or concerns are identified.	x			
39.	Annually, the chapter reviews all contractual agreements with chapter administrator and/or other remunerated independent contractors.	x			
40.	Chapter submits all contracts that are \$10,000 or greater to APWA National for review prior to signing the contract.	x			
41.	The chapter has a written strategic plan in place that is reviewed at a minimum on an annual basis.	x			
42.	Branches (where applicable)			x	
a	The chapter is in regular communication with its branch leaders.			x	
b	Branch leaders attend chapter meetings.			x	
c	All branch members are APWA members.			x	
d	All chapter branches meet performance standards similar to that of chapters.			x	
43.	The chapter maintains a robust awards and recognition program for chapter members and regularly nominates members for APWA National awards.	x			
44.	The chapter annually convenes a planning session to review operational objectives for the coming year.	x			
45.	The chapter's executive committee meets at a minimum on a quarterly basis each year.	x			
46.	If qualified, the chapter submits application for the PACE Award.	x			
47.	The chapter archives and records its chapter historical information and records.	x			

Appendix A



Marketing and Communication					
48.	The chapter has a regular newsletter it distributes to members.	x			
49.	The chapter's written and graphic materials follow APWA branding standards.	x			
50.	The chapter engages the media by promotion of its events, programs and the public works industry.	x			
51.	The chapter promotes the use of social media tools as a means of communication among members.	x			
52.	The chapter has and maintains a website with current and relevant content.	x			
Advocacy					
53.	The chapter actively participates in governmental affairs through use of an advocacy committee/task force or contact liaison.	x			
54.	The chapter annually secures a resolution from the Governor in support of NPWW and carries out related functions of NPWW.	x			
55.	The chapter annually identifies advocacy opportunities and encourages its members to be active.	x			Started advocacy committee this year

Chapter Name: Oregon Chapter APWA