

Board Meeting  
Tetra Tech - Tigard



May 12, 2017

Time	Item	Presenter	Notes
	<u>Call to Order 10:04 am</u>	Russ Thomas	

Board Members Attendance:

		Present	Absent
Russ Thomas	President	X	
Jenifer Willer	President-Elect		X
Gordon Munro	Secretary	X	
Mike Bisset	Treasurer	X	
Dan Boss	National Delegate	X	
Delora Kerber	Immediate Past President	X	
Doug Singer	Director	X	
Nikki Messenger	Director	X*	
John Lewis	Director		X
Tim Blackwood	Director	X	
Tony Roos	Director		X
Ashley Cantlon	Director		X
Gregg Weston	Foundation Liaison	X	

\*= Present via Conference Call

Guests

- Chase Welborn, Young Professionals
- Shannon Williams, Water Resources
- Les Miller, Emergency Management

President's Report – Russ Thomas

- OR/WA Chapter Conferences Reciprocal Program: Russ attended conference and board meeting. WA has a new member pamphlet. Russ brought one back so we can review it to see if we would like to do the same. With regard to the national conference, WA has \$190,000 in funds for scholarships that national APWA sees as money

to go to the national conference. WA may want to talk to us about setting up a separate foundation for the scholarships like we have in order to save the scholarship funding. Nobody applied for their scholarships this year, so WA may want to talk to us about that too. At the WA conferences there are issues with vendors taking people away from the conference on a cruise. They also had some issues with giving away too many meals for awards, but have fixed it. WA will send their immediate past president (Kirk Holmes) to Pendleton Conference. The next WA conference is October 3rd to 6th in Kennewick.

- The Street Maintenance & Collection Systems School had a financial loss of \$4,500. It was likely due to conflicts with other events. However, we have a total gain of \$6,000 for the year.
- There will be newsletter recognition for new life members: Kurt Corey, Michelle Cahill.
- State proclamation for Public Works Week was completed by the Governor.
- Tony Roos is having surgery and will be out for a while (4 to 6 weeks). He has time to do things at home. Could review the PACE award application. Could work on a brochure. If anyone has anything, send it his way.
- Delora wants comments on the PACE award application by next Friday.
- Jill Marilley has been selected to be on the ballot to be national president elect. Bob Patterson will be our member on the nominating committee for region 9. We should pass on any names for candidates to Bob.

#### **Secretary's Report** – Gordon Munro

- April Board meeting minutes were handed out and reviewed.
- Doug moved to accept, and it was seconded by Delora. The vote passed with spelling edits to the minutes.

#### **Treasurer's Report** – Mike Bisset

- The April budget and balance sheet was handed out. Described a bit of what is going on with funds.
- Still migrating accounts.
- Delora moved to accept the April budget, and it was seconded by Doug. The vote passed.

#### **National Delegate's Report** – Dan Boss

- Dan sent out information from national before the meeting.
- One issue that has come up with regard to the national delegates is, what do the delegates really do? The new plan is to disband existing committees and do task force teams with a focus on the national strategic plan.
- Dan will send out a national strategic plan.
- We had a discussion about names for the region 9 director: Todd Watkins, Kurt Corey, Dan Boss. Russ will send out an email with details and request. The submission of names must be done by the end of the month. Some of the requirement: minimum 4 meetings per year, visit each chapter in region. Delora read off the questions that have to be answered by potential candidates.

#### **Foundation Report** – Gregg Weston

- Applications are due this week, and to Laurie the following week.
- SW Oregon Community College had to deal with how the funding occurred. They wanted funds to go to the school and not the student, but they agreed that it can go to the student. They have a forestry engineering course.
- This is the last year to make a scholarship happen at the Clackamas Community College. If we don't get an application this year it is recommended by the Foundation Board that we will walk away from the school.
- George Fox wanted to know if APWA wanted to track how the money was spent. We do not.
- We are just under \$26k in scholarships per year.
- The Walla Walla scholarship is going well.
- The scholarship committee, Laurie Allen, chair is new. Dan suggested that APWA Board acknowledge the work that Laurie is doing.

- The joint APWA Board/Foundation Board meeting will be in July. Some of the topics that the Foundation wants to talk about are: talking about the list of scholarships, how the two boards can work closer, how to we continue to grow the program.
- Gregg will be talking with Terry Song (new Foundation Board President) about the liaison duties. The transition will occur at the end of the year.

## **Committee Reports**

### **Young Professional, Chase Welborn**

- The committee is going well, attendance going up every time they have an event. They want to set up events in Eugene.
- There was talked about having a student chapter, and that the Younger Professional could help with that. Shannon is connected to OSU and could talk with the the school. It was noted the reason for the Young Professional Committee and why students would want to be in a chapter are very different. It is not clear that there is a strong connection between the two groups.
- WA does a 3x3 basketball contest that brought in a lot of people, and perhaps that could be done in Oregon.
- It was noted that City of Portland engineers are coming to the Young Professional events.

### **Water resources, Shannon Williams**

- The joint ACWA/APWA storm water event was attended by 25 people in the rain.
- Did an event in Gresham and had 26 at that tour.
- Three other tours are planned for the rest of the year: Portland grey water facility, Bull Run water shed tour, CWS Bethany storm water facility.
- Meetings are held once a month.
- May reach out to WA folks in the SW Washington area to participate in the Oregon events.

### **Emergency Management, Les**

- Les will send out his write up to us.
- Emergency Management has an advisors instead of a committee. Les asks the advisors what is of issue, and then uses that information to form presentation for the conference.
- The WA emergency management committee has four quarterly meetings with 20 members, and have a chair elected every year. However, they think our method for the committee might be more sustainable.
- Les sent in material for the PACE award application.
- Les has given presentations focused on public private partnerships. This partnership is through contracts that are automatically activated.
- Topics for future talks could be emergency fuel and windshield damage surveys.
- Les would like to see another joint conference with OR emergency management.
- Les is working with John Lewis with regard to adding a class on emergency management. We already do this at the leadership school but might do this at the short schools too.

## **Conferences:**

### **Spring 2017: Seaside Convention, Apr. 10-13 Watkins/(Willer)**

- Wrap Up: continue gizmo at banquet as that worked well. May want to do something to keep people on Friday. Having only two tracks on last day was good. At the Fall Conference we will need to work out how to do both the awards and gizmo at the banquet. We had a gain of about \$6k. Vendors get four registrations with meals which we may change to three. There was also discussion about having two fees for the vendors (one without meals and one with meals). Tony will work on this.
- All the presentation are on the web site

**Fall 2017: Pendleton, October 17 -20**

Patterson/(Willer)

NA

- Call for presentation first week of June, and will send out an email to committee chairs.
- Maggie & Peggy met with Bob in Pendleton, have a plan laid out for the conference.

**Spring 2018: Eugene/Hilton, April 2-5**                      ?????/(Munro)

- Maybe someone from Springfield as co-chair. Who will be conference chair? Doug will chat with folks in Eugene to see who will be chair. Maybe Peggy Keppler at the County.

2018 fall – Roseburg – Nikki

2019 – Bend

2019 – Hood River – there has been unsolicited feedback from delegates that Hood River was too small to host the conference. The rooms for the talks are spread out and awkward, they are far from the vendors and it limits the number of people attending. They also indicated that going to PWX in Seattle is not a draw as many people go to the conference to meet folks they might work with.

WA conferences are on the back of the agenda.

**Exhibitor Relations**

- Russ will talk to Tony about some of the meal issues. This is due to the space available at meals.

**Continueing Business**

- Long term investment needs to be crossed off the list as we came to the conclusion that it would not actually provide us much more.
- Change the date to July 19<sup>th</sup> for the audit.
- Top 10 budget, should this be in the budget? It will be added to the draft budget.
- Need budget for PACE and top 10 application preparation. This is already a line item.

**New Business**

- Chapter Projects: marketing and new member brochure. We need to look into these two subjects.

Adjourned 1:05 pm

2016 Board Meeting Schedule					
Jan 13 <sup>th</sup> Canceled	Feb 10 <sup>th</sup> Oregon City	Mar 10 <sup>th</sup> Wilsonville	Apr 10 <sup>th</sup> Seaside	May 12 <sup>th</sup> Tetra Tech	Jun 9 <sup>th</sup> Roseburg
Jul 14 <sup>th</sup> Eugene	Aug None- PWExpo	Sep 8 <sup>th</sup> Kittleson	Oct 11 <sup>th</sup> Pendleton	Nov 18 <sup>th</sup> Newberg	Dec 5 <sup>th</sup> /6 <sup>th</sup> Silver Falls