

Chapter Board Meeting Agenda
 OBEC Consulting Engineers
 5000 Meadows Road, Suite 420
 Lake Oswego, OR 97035
 November 16, 2018



Call to Order: 10:03 a.m. Jenifer Willer

		<u>Board Member Attendance</u>	
		Present	Absent
Jenifer Willer	President	X	
Gordon Munro	President-elect	X	
Nikki Messenger	Secretary		X
Mike Bisset	Treasurer	X	
Dan Boss	National Delegate	X	
Russ Thomas	Immediate Past President		X
Tim Blackwood	Director	X	
Ashley Cantlon	Director	X	
John Lewis	Director		X
Russ Norton	Director	X	
Tony Roos	Director	X	
Doug Singer	Director-volunteer secretary	X	
Gregg Weston	Foundation Liaison	X	
Terry Song	Foundation Liaison		X

I quorum of eight board members are present.

Guest(s)

Les Miller Emergency Management Committee

* Present via Conference Call

President's Report – Willer reported the following:

Confirmed for Board Retreat next month. Brad Patterson, National APWA Chapter Membership Manager, will attend.

Received Thank you note from Dan Hartman, our Region 9 Director and PW Director for Golden Colorado, for attending Fall Conference.

Education committee has good response of people interested in revitalized committee, Jenifer is the new chair of the Education committee. Education Czar John Lewis will remain as Board Liaison.

Secretary's Report

Tony Roos moves to accept the report with minor edits and Ashley Cantlon seconded. Motion unanimously carried.

Treasurer's Report

Bisset reviewed October budget and gave update. Motion to approve by Roos. Seconded by Munro. Motion unanimously carried.

Bisset discussed that the Cameo contract has been executed.

Board Resolution for Bank Accounts motion by Bisset to add Gordon Munro (2019 President) and Tony Roos (2019 Treasure) to all Bank Account and remove Mike Bisset and Russ Thomas from all Bank Account. Motion to approve by Cantlon. Seconded by Blackwood. Motion unanimously carried.

National Delegate's Report

Dan Boss gave a brief delegate's report and referred to the November APWA Talking Points document he emailed to board meetings on 11/15/2018.

Scholastic Foundation Update

Gregg Weston reported the following: Scholarship program is doing well. Lane Community College and Clackamas Community College both had candidates this year which had not been the case in recent years. Laurie Allen is doing a good job working with colleges to provide qualified candidates for scholarships.

Year-end financial report will be available at December meeting. Stock market might affect annual revenue.

Terry Song as President of Scholastic Foundation has been a big help to Gregg and the foundation.

Student Outreach Task Force Report

Cantlon led a discussion on the document presented. See Student Outreach Task Force Report provided by Ashley. Ashley met her goal of having this draft report prior to end of 2018. Gregg, Ashley, Shannon W. and Jenifer have upcoming conference call meeting to discuss draft goal, mission and launch program. Discussion on what a student outreach committee would look like, do, how it could help keep scholarship recipients and other students interested in Public Works. Some goals have been to have outreach at four events yearly. Ideas: career fairs, joint ASCE APWA, volunteer at Math Counts, finding more opportunities. One idea is to have small pop up sessions at college locations. Ashley's goal is to come up with a website page for students to go to and see how they can get involved, participate and become members. Idea to have a "request a speaker button" so students or student groups can request a speaker to talk with groups about APWA. Discussion on how to recruit speaks to give presentation to student groups.

Potential upcoming events to have Oregon APWA presence:

November 28, 6:00 – 8:30 PM ASCE Civil Engineer day in Portland could support students to attend.

PSU Engineering and Tech fair on February 13, 11:00 – 3:00 could have an APWA booth set up.

Discussion on the connection between YP group and student outreach and participation.

Adjourn for lunch at 11:50 AM.

Meeting resumed at 12:25 PM.

Committee Report Emergency Management – Les Miller

Miller stated there have been changes in emergency management philosophy. Now we ask people what you are willing to recover from compared to how we can prepare ourselves for an event. What can we do to be prepared, how can people fit preparation into their schedules and work plans. Les has given presentations at the short schools called “Preparedness Culture” and “How do we respond”.

Looking for presentations for the upcoming conferences. Trying to get FEMA to give a presentation at conference on FEMA paperwork and document for agency to receive FEMA post disaster funds. Boss and Willer talked about successes in getting FEMA reimbursements for emergency responses and cleanup in Tualatin 1996 flood and Eugene 2015 ice storm, and how preparedness and understanding of paperwork makes a positive difference.

Trying to get a presentation on how FEMA can provide mitigation funds for known environmental hazards within the area of future planned projects. Examples and long term landslides etc.

Bisset talked about Grants Pass water system reservoir is tied to earth quake hazard notification system with automated controls.

Roos suggested to invite OACES members to the conference if we have a track on FEMA, and Willer suggested have a one day track so OACES member could come for one day on FEMA and emergency management. Munro discussed that we should do extra outreach to OACES to get participation.

Blackwood asked, what is the current status and participation level of the emergency management committee? Miller discussed that he is currently the active committee and that in the past the chapter has had a combined emergency management conference.

Committee Report Sustainability - Blackwood

Had a good meeting at conference. Blackwood indicated that he typically has to reach out to get award applications. National awards submittals are upcoming, PACE Award due June 3, 2019 and POY Awards due March 4, 2019. Looking for Speaker topics for the next conference. Trying to keep the committee active and expand the committee and resources. Working with Cameo to make conferences more sustainable and possibly have a ride share to the spring conference. Still looking for a committee chair, but so far not much interest. Discussion working with National Committee. Roos had a question if there is a national sustainability day. Willer discussed that at PWX there was a presentation on, Is Sustainability Resilient, where project built green infrastructure to be sustainable and during Houston floods the street with green infrastructure had significantly less flooding than other close by traditional streets. National has a good website with Click Listens and Learns, would like to promote the sustainability topics.

Continuing Business / New Business

Ashley discussed still looking for Water Resources Committee Chair, the previously nominated chair is not supported by the employer. Discussion on the different expectations for committee chair positions and the employer support.

Chapter booth

Delora previously gave the board a presentation on booth material recommendations and the board provided feedback and to take the next step of costs for having booth materials produced. Cantlon got price quotes on making the booth materials, specifics on what we will provide. Discussion on keeping Brian Richardson involved in the final discussions. Discussion on putting together a collection of photos to give to the company we hire to put the booth text, photos could be from project of the year awards, event photos, etc. Munro suggested having at least two different banners one catered to career fairs and one for example League of Oregon Cities type events. Cantlon talked with an individual and one company that do graphics work and got two quotes both would likely be under \$2,000, but different depending on who designs the materials. Blackwood suggested that \$2,000 would be a good options to get the information me need. Two banner stands, one hanging banner. Willer discussed using National messaging language to be consistent with National. Need to get Delora’s notes on what information was already discussed to see what decisions and discussions have been made. Boss motioned we budget \$2,500 for design, printing and production of marking booth material, with Cantlon managing a task force authorized to order the work. Tim seconded. Motion unanimously carried.

May 22 -24, 2019 Green Transportation Summit and Expo in Tacoma WA, Russ Thomas has asked if Oregon APWA would be a Community Partner with a request on helping promote the event. Board gave support of being Community Partner. Bisset moved to be a Community Partner to the Summit and Expo. Munro seconded. Motion unanimously carried.

Conferences:

Matt MacRostie has asked what would be appropriate to have non APWA affiliated sponsors for entertainment at a conference. Discussion is to have sponsorship agenda item at the December Board retreat and meeting. Bisset informed the board that sponsorships are significant work for tracking and tax purposes for the treasure. Discussion that the board previously moved to stop having advertisements in the newsletter and that Cameo and Eric Jones should be directed to stop the advertising.

Discussion on who will be committee chair for the Hood River Conference. City of Hood River has a small staff and have not had participation from the local counties.

Vendor relations:

Roos discussed that the vendor area was well set up at the fall conference, the snacks in the middle brought people into the vendor area. Vendors and delegates liked the vendor safari game. Les Miller indicated that the outside rows of vendors did not have as much traffic. In Bend and Hood River we will need to work to get delegates to the vendor areas.

Adjourn 2:20

Next board meeting is December 4 -5, 2018 Board Retreat at Silver Falls.

Conferences

Spring 2019 – Bend, April 16 - 19, 2019	Matt MacRostie & Tom Headley (Bisset)
Fall 2019 – Hood River, Oct 22 - 25, 2019	TBD (Bisset)
Spring 2020 – Seaside, April 7 – 10, 2020	Aaron Clodfelter & John Jensen (Messenger)
Exhibitor Relations	Roos