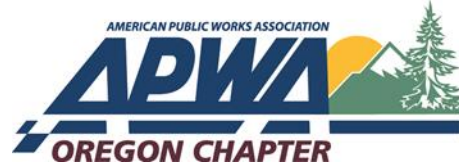


American Public Works Association



Seven Feathers Casino & Resort
Fir Room
Canyonville, OR 97417

BOARD MEETING MINUTES

October 19, 2015

Board Members Attendance:

		Present	Absent
Todd Watkins	President	X	
Delora Kerber	President-Elect	X	
Russ Thomas	Secretary	X	
Jenifer Willer	Treasurer	X	
Dan Boss	National Delegate	X	
Terry Song	Immediate Past President	X	
Mike Bisset	Director	X	
Nikki Messenger	Director	X	
Gordon Munro	Director	X	
Elizabeth Papadopoulos	Director	X	
Tony Roos	Director	X	
Paul Shirey	Director	X	

@= Present via Conference Call

Guests; APWA National President-Elect, Ron Calkins, Greg Weston, Bob Patterson, Maggie Vohs, Peggy McCormick

Meeting was called to order at 6:00 PM by President Watkins.

Good of the Order

President's Report (Watkins):

- President Watkins reported that Dan Boss had sent out Talking Points via email.
- Went over the Conference agenda and script for the week.
- Discussed chapter Veterans Scholarship.
 - All funds raised by Gizmo to go towards the scholarship
- Ron Calkins, National President-Elect, would talk at the lunch tomorrow.

Secretary's Report (Thomas)

- Thomas presented September July 2015 board minutes. Corrections noted by board. Bisset moved to approve July minutes as corrected, Roos seconded. Motion was approved by unanimous vote of those present.

Treasurer's Report (Willer)

- Willer passed out copies of the September 2015 financial report. A lot of revenue coming in from the conference.
- Willer has followed up with Victoria Saager, who will be cashing the outstanding check.
- Willer has received several receipts from members to be paid. The 2nd quarter rebate from National has been received.
- Willer brought a copy of the mid-year financial report to pass out at the business meeting.
- Maggie Vohs will be transferring funds from the education account to the chapter account
- Song moved to approve the September 2015 Financial Report. Messenger seconded. Motion was approved by unanimous vote of those present.

National Delegate's Report (Boss)

- Boss reported that he received an email from Jill Marilley concerning changes to the reports to national, and specifically that all chapters will be required to change to the fiscal year format (July to June) from a calendar year format (January to December), due to IRS regulations and requirements. National President-Elect, Ron Calkins, discussed this change with the chapter board.
- Boss reported that Jill Marilley is the chair of National's Financial committee and National will be contacting the Oregon chapter about how to do it. Dan Boss will make sure this information is forwarded to the chapter board.
- National Chapter website to be down this weekend, which will also include the chapter's website, which is hosted on it. Scheduled for Friday through Sunday.
- Boss went over several of the September Talking Points, which will be made part of the minutes. Items covered included Jill Marilley chairing National's Finance Committee, retiree/life member benefits and dues, differential charges to members and non-members for schools, conferences, etc. Chapter board discussed these items.
- Boss discussed the background for National's new executive director search, and the discussion on public works experience vs. executive director of a national organization experience. National President-Elect, Ron Calkins discussed this further, and provided National's tentative time line, stating that the position profile should be completed and out for recruitment in the next month, interviews in February of 2016 to narrow down to the finalists, which will be interviewed by National's Board of Directors, and the selection and hiring to be done in March of 2016.

Foundation Report (Weston)

- Weston reported that the foundation has broken the \$400,000 range, with \$405,791 in the foundations account.
- 8 scholarships, totaling \$14,750.00 have been awarded this year, 3 scholarships were not filled. Scholarships range from annual amounts from \$500 to \$3, 000.
- The Alsing scholarship has been funded, and will be offered for the 2016/2017 scholastic year.
- Foundation Board has discussed awarding \$1,000 scholarships every other year instated of a \$500 scholarship every year.
- Scholarships not filled this year were at Clackamas C.C., SW Oregon C.C., and Blue Mountain C. C., which is dropping their engineering program, which is the site of one of the chapter's tribute scholarship. Board discussion on why these scholarships were not filled.

Sponsorship Request (Watkins)

- Watkins presented a flyer and discussed a request from Don Newell at Marion County to sponsor a gravel street workshop for \$250.00, to be held in March 2016, in Redmond, Oregon. Boss moved to approve the request, Papadopoulos seconded. Discussion ensued on membership status of Don Newell. Willer reported that the chapter budget is about \$3,000 over on the sponsorship line item in the budget. Question was called for, motion was approved by unanimous vote of those present.
- Willer discussed difficulties with sponsorship and tax issues in the past for scholarships, i.e. tuition vs cutting checks.

Conference Updates

- Fall 2015 Canyonville. (Messenger) Conference updates;
 - 119 registered, Gain projected to be about \$23,000
 - 53 vendors registered, site sold out. 110 Vendor representatives attending.
 - Museum director is the speaker for lunch tomorrow, stipend being paid out of conference funds.
 - No entertainment
 - Not many signups for technical tours. Board discussion on the numbers and the effect of having several tours and workshops scheduled.
 - 10 signed up for Disc Golf
 - National President-Elect Ron Calkins announced his support for Delora Kerber as Gizmo Candidate.

- Spring 2016 Hood River (Shirey)
 - Spring Conference Chair, Shirey, requested that the minutes reflect that he does in fact have a report.
 - Scheduled for April 19-22, 2016. Committee composed of Shirey, Troy Bowers, Bob Patterson, John Lewis, and Elizabeth Papadopoulos.
 - Working on a tentative pre-conference workshop, and presentations for the technical sessions.
- Fall 2016 Bend
 - Maggie Vohs is in communications with the Bend contacts.
- Spring 2017 – Pendleton. Site is booked.
- Fall 2017 - TBD
- Spring 2018 – TBD – PWExpo?
- Fall 2018 - Roseburg?

PWExpo - 2019

- Watkins reported discussion about bid for PW Expo. The City of Portland, Convention Center Marketing Director, and Travel Portland all indicated the facilities will meet a bid for the PDX Expo 2019. The potential monetary influx from the Expo could bring between \$5 Million and \$10 Million into the local area.
- Goal is for between \$125,000 and \$150,000 to be raised/paid by the local chapter. Board discussion on what the funds are to be used for. Watkins noted it pays for the reception, speakers, entertainment, clothing, etc. Question raised what does the chapter in return was not completely answered by Ron Calkins. Watkins noted that Washington chapter and Seattle will be bidding, and Anaheim, California may bid.
- Board discussion on funding sources, support needed by chapter, convention space, hotels rooms, etc.
- National President-Elect, Ron Calkins, was asked how much national gains from the PWExpo. Replied that National's budget is \$10 million dollars, and about 1/3 comes from the PWExpo. Further board discussion on the pros and cons of bidding for, and hosting the national PWExpo.
- Roos asked Watkins what he is looking for tonight? Watkins stated that he wanted to provide an update to the board. Munro recommended talking about this further at the board retreat and to have further discussion with the City of Portland.

Director Initiated Items

- Willer reported that she has the perpetual PACE Award, and will pass it to Past President Song. She is looking for the missing tabs for it. Has 2009 and 2010.

Meeting adjourned at 7:58 PM

Next Meeting: November 18/19, 2015, Annual Board Retreat, Silver Falls Retreat Center, Silverton, Oregon.

Talking Points

Monthly Update for APWA Leadership September, 2015

Accreditation

- The City of Vallejo Public Works Department was awarded Accreditation on August 27, 2015 and becomes the 102nd agency to be Accredited in North America.
- The Silicon Valley Chapter of APWA hosted a successful Self Assessment/Accreditation Workshop in San Carlos, CA on August 19 with 14 persons in attendance from 11 different agencies. Chapters/Branches are invited to host a similar workshop as a “member benefit” to chapter/branch members and their staff members. For more information, contact Ann Daniels at adaniels@apwa.net
- The APWA Accreditation Council was happy to recognize members from the first 100 Accredited Agencies as part of the celebration during the APWA Congress in Phoenix. Representatives from 86 of the agencies were in attendance.

Center for Sustainability

- The Center’s first issue of “Sustainable Practices in Public Works” is now available on the Center’s website. This resource is a collaborative effort with the Technical Committees. Each technical committee was asked to identify sustainable practices examples within their discipline (transportation, water, fleet, leadership and management, etc.), provide information about the practices and include where and how they are being implemented.
<http://www.apwa.net/centerforsustainability>

Current ISI statistics:

- Over 3,500 professionals and students in 20 countries are ENV Sustainability Professional (ENV SP) credentialed
- 7 projects have been Envision verified and another 13 are registered – ISI expects to announce the 8th award any day!
- 170 private sector corporate members and nearly 1,000 public sector individual members
- 54 ISI-approved Envision trainers have delivered 25 workshops training nearly 500 people
- Approximately 450 infrastructure projects are using Envision

ISI announced August 25, 2015 that the New York City Department of Environmental Protection’s (DEP) ongoing \$150 million upgrade of Brooklyn’s 26th Ward Wastewater Treatment Plant (WWTP) recently earned the Envision sustainable infrastructure rating system’s Silver award. The DEP project is the first wastewater treatment plant project in the U.S. to receive an ISI Envision rating system award, and is the seventh Envision-verified infrastructure project overall in North America.

Chapter Leaders

- The annual Chapter Leaders Forum attracted a record number of participants, with more than 90 leaders from 35 different chapters attending the event on Sunday, August 30 in Phoenix. The event was put on this year by the Council of Chapters’ *Chapter Mentoring Committee*, chaired by Kristina Nelson of the Washington State Chapter. Almost the entire two-hour session was in

Roundtable format, with leaders from chapters learning about successful programs and other efforts that go on in other chapters. APWA staffers acted as facilitators for each of the eight tables. Those who attended were encouraged to fill out an evaluation of the event either by hand there at the session or online.

- The Young Professionals reception was held on Monday, August 31 at Copper Blues in Phoenix. Despite a heavy thunderstorm that blew through the downtown area right at the time the event was to start, a record number of young APWA members made their way to the venue for a night of networking with each other and with APWA board members. In all, more than 150 members were in attendance.
- The Young Professional Network and the Student Outreach Network, two working groups under the Diversity Committee, meet monthly on conference calls. One of the goals of the YP group is to have a liaison from all 63 chapters. Chapters are encouraged to appoint someone with interest in reaching out to younger members and/or students as the liaison. Contact Brad Patterson 1-800-848-2792 (ex. 5263) for more details.

With 2016 soon approaching now is the time for chapters to consider conducting a focused membership recruitment and retention assessment and plan for the coming year as well as a chapter capacity strategic planning session. Contact Brian Van Norman at bvannorman@apwa.net or 816-332-0489 or Brad Patterson at bpatterson@apwa.net or 816-595-5263 to schedule a staff visit to assist in these efforts.

Council of Chapters

The Council of Chapters held its summer meeting in Phoenix on August 29 with 60 chapters represented. That total is the most number of delegates in attendance for a meeting in recent years. Delegates are encouraged to complete the following upon return to their chapters:

- Login and subscribe to the Council of Chapters' community page by visiting "My Communities" on <http://communities.apwa.net> ;
- Share the Donald C. Stone marketing presentation with your chapter or Education chair for further distribution. To view the presentation, please visit the Council of Chapters community page for access.
- The Chapter Mentoring committee is looking for additional chapters to include in the *Chapter Mentoring Catalog*. If your chapter would like to be included in the *Chapter Mentoring Catalog*, please email the Chapter Mentoring committee chair, Doug Layton, at dlayton@coab.us or Sharica Ware at sware@apwa.net.
- The Advocacy Committee is looking for additional chapter advocates across the country, and is asking for all chapters to register members to serve as chapter advocates. For more information on how to sign-up, please visit http://www.apwa.net/be_involved/APWA-Advocates .

For more information, please contact Sharica Ware at sware@apwa.net .

Canadian Public Works Association (CPWA)

CPWA Monday at Congress: CPWA held several events at Congress on CPWA Monday, August 31, 2016

- **National Public Works Week Announcements**

During the recent CPWA Luncheon at the Phoenix APWA Congress, CPWA National Public Works Week volunteer Paul Smeltzer from Niagara Region, ON had the honor of announcing the 2015 CPWA National Public Works Week (NPWW) award winning municipalities for 2015. From a field of a dozen entries from across Canada, the following winners were chosen:

- First Time Entry: County of Newell, AB (population: 6,500)
- Small Centre Entry: City of Port Moody, BC (population: 34,000)
- Medium Centre Entry: City of Kitchener, ON (population: 234,000)
- Large/Metro Entry: City of Mississauga, ON (population 750,000)

- **Brock Carlton, CEO, Federation of Canadian Municipalities Headlines CPWA Luncheon**

More than 160 Canadian, US and international attendees at Congress gathered for the annual CPWA Luncheon and had the opportunity to hear from Brock Carlton, CEO, of the Federation of Canadian Municipalities regarding their approach to building better communities, the importance of infrastructure, and FCM's federal election platform entitled "A Roadmap for Strong Cities and Communities." The CPWA audience of municipal public works officials appreciated the comments of Mr. Carlton who is strongly committed to strong municipal government and to recognizing and supporting the role municipalities play in the health and prosperity of Canada.

- **CPWA International Infrastructure Round Table**

For the 9th consecutive year, CPWA hosted the leaders of international associations attending Congress for a Monday morning breakfast and discussion of public works issues. Attendees included the executive directors and several of the presidents of the following associations: Canadian Public Works Association (CPWA), Finnish Association of Municipal Engineering (FAME), Federation of Canadian Municipalities (FCM), Federation of Civil Engineers of Mexico (FEMCIC) Ghana Institute of Engineers, and the International Public Works Association of Australasia (IPWEA – both Australia and New Zealand representatives). APWA was represented by two members of the Board of Directors and the International Committee Chair. Discussion was led by Doug Drever, PWLF, City of Saskatoon, who also serves as President of the International Federation of Municipal Engineering (IFME). Discussion topics included issues in public works including sustainability, asset management, and infrastructure funding, as well as a discussion of issues in association management including attracting young members and the use of social media.

- **CPWA Education Session Highlights**

Canadians attending CPWA's education session on Monday had the opportunity to hear from CPWA President Kealy Dedman, P.Eng., MPA, City of Guelph, ON both on ongoing CPWA projects and recent issues and initiatives leading up to the election in October. A major project for CPWA is the 2015 update to the 2012 The Canadian Infrastructure Report Card. Kealy also outlined CPWA ongoing priorities which focus on the issues of dependable, flexible funding for infrastructure, capacity building in asset management, and promoting sustainability in infrastructure projects. CPWA's Ottawa-based government and public relations consultant Alan Young brought the audience up to date with the latest on the elections and noted that the race was a "legitimate three-way race." Alan also outlined options on how the government will

operate if no single majority party is seated. Investment in infrastructure is playing a big role in the races but Alan noted that there is also a new dynamic at play with the issue of the management of government finances.

- **Two Canadians Honored at Congress with APWA Top Ten Awards**

Canadian members were pleased to be in the audience as two of their own received the APWA Top Ten Public Works Leader of the Year Award.

- **Paul Smeltzer, Director of Water and Wastewater, Niagara Region, ON., Canada, and Darwin Durnie, Director of Business Development, Stantec Consulting in Alberta, ON., Canada** are familiar names in both their provincial Chapters and through their work with CPWA and other national organizations and were named as 2015 Top Ten Leaders in Public Works.

- **CPWA Past President Darwin K. Durnie, PWLF was also the recipient of APWA's Prestigious Presidential Leadership Award.** 2015 APWA President Larry Stevens, P.E., PWLF, presented the Presidential Leadership Award to Darwin K. Durnie, PWLF, citing his impact on the entire association and the public works profession across the U.S. and Canada.

- **CPWA/APWA Letter of Understanding**

The CPWA/APWA letter of Understanding was signed by APWA President Brian Usher and CPWA President Kealy Dedman and defines for the next 5 year, services and Governmental advocacy representation APWA will provide to CPWA.

Donald C. Stone Center (DCS)

- During Congress, The PDC submitted the PWE Option II program to the Board of Directors who approved it. The PWE Option II is a credentialing program for public works executives who have a minimum fifteen years' experience in public works; ten of those years in executive positions. APWA DCS Council Chairs are working together to develop the parameters of the program. Keep an eye out for program marketing and notifications.
- Congratulations to the 2015 graduating class. There are now twelve new credentialed public works professionals for a total of 27 after the third graduation cycle. The graduates and their mentors are as follows:

J. Michael Horney, PWE	Doran C. Maltba, Mentor
Wendy Springborn, PWE	Ronald J. Calkins, Mentor
Dave E. Bennett, PWM	James J. Proce, Mentor
Katherine L. Brooks, PWM	Debbie Sullivan, Mentor
Jimmy Mach, PWM	John W. Herzke, Mentor
Paul Randall-Grutter, PWM	Samuel A. May, Mentor
Erin M. Salmon, PWM	Daniel R. Menendez, Mentor
Bill E. Stogsdill, PWM	Chuck Williams, Mentor
Charwon R. Walter, PWM	Harry C. Lorick, Mentor
Scott D. Roth, PWS	Michael F. Clarke, Mentor
Jason A. Robinson, PWS	Michael W. Pratt, Mentor
Molly A. Young Trujillo, PWS	Lisa A. Rapp, Mentor

Thank you to the mentors who supported and guided the graduates as they gained relevant public works experience and earned credentials. Thank you to the APWA DCS Council members who evaluated the candidate products. Prominent and well respected public works professionals stand behind the candidates and the credentials.

- Thirty one new mentors entered the APWA DCS program in 2015. These mentors join a group of 247 mentors for a total of 278 APWA DCS mentors. Mentors guide and support the candidates as they earn their credentials. Many mentors and candidates become life-long friends.
- One of the priorities for this coming year is to create demand for the credentials. Any city agency representative or public works director interested in adding the credentials to their hiring requirements should contact the APWA DCS staff. Four cities to date require that new employees in leadership positions earn an APWA DCS credential within the first-to-two years of employment. The cities are: Golden, Colorado, Bloomfield, Connecticut, Town of Kernersville, North Carolina and Palm Beach Gardens, Florida. The Council of Chapters-APWA DCS Committee (Dan Hartman, Chair) has set a goal of reaching out to six cities this coming year to create demand for the credentials.

Government Affairs

- September 8, both the House and Senate returned to D.C. following the August district work period. The current fiscal year 2015 expires as of September 30, and no funding bills for fiscal year 2016 have been passed by Congress and signed into law by President Obama. A continuing resolution needs to be passed in the coming days to prevent a federal government shutdown of non-essential services. Please read the APWA *Washington Report* to stay informed of developments.
- A funding solution has not yet been found for transportation reauthorization. The current extension expires October 29. The Senate passed a 6-year transportation reauthorization bill in July--H.R. 22 (Developing a Reliable and Innovative Vision for the Economy (DRIVE) Act). Funding has only been identified for 3 of the 6 years and the bill contains some controversial "payfors" and amendments.
- The House Transportation and Infrastructure Committee has said it will introduce a transportation reauthorization bill during September and hopes to be able to pass the bill and conference with the Senate on H.R. 22 prior to October 29. However, Chairman Bill Shuster, House Transportation and Infrastructure Committee, has stated that another extension will be needed to allow more time for negotiations between the two chambers. Also, U.S. DOT has recently revised its funding projections for the highway trust fund to be solvent until June 2016. This information has taken away the urgency Congress feels to find a solution for transportation funding, though DOT Secretary Foxx continues to push Congress to pass a long term bill.
- The APWA *Washington Report* is published every Monday Congress is in session. Be sure to share it with you chapters by going to: <http://www.apwa.net/resources/WashingtonReport>

Sign up to be an APWA Advocate. Go to: www.apwa.net/be_involved/APWA-Advocates

If you have any questions or concerns please contact Andrea Eales, APWA Director of Government Affairs at aeales@apwa.net

International Relations

- APWA formally entered into a new partnership Agreement with Gobiernos Locales por la Sustentabilidad, Secretariado para México, Centroamérica y el Caribe (ICLEI) at the International Public Works Congress & Exposition in Phoenix. It includes a commitment to improving the quality of life by facilitating the exchange of ideas, information, technology and management practices among the participants.
- The International Affairs Committee is currently seeking individuals to serve on the following Sub-Committees in 2015-2016:
 - **APWA/Mexico/Latin America Sub-Committee** (Tyler Palmer, Chair) - reaches out to public works related organizations in Mexico and Latin America. It is responsible for the oversight and implementation of the APWA/CPWA/ICLEI partnership agreement. This Sub-Committee will meet via conference call as necessary and hold a face-to-face meeting at Congress. Additional work will be based upon commitment of committee members to various assignments.
 - **APWA/CPWA/IPWEA Sub-Committee** (Noel Thompson, Chair) - is responsible for oversight and implementation of the APWA/CPWA/IPWEA/IPWEA NZ partnership agreement. This Sub-Committee will meet via conference call as necessary and hold a face-to-face meeting at Congress. Additional work will be based upon commitment of committee members to various assignments.
 - **APWA/CPWA/Nordic Sub-Committee** (Joy Schaad, Chair) - is responsible for oversight and implementation of the APWA/Nordic partnership agreement. This Sub-Committee will meet via conference call as necessary and hold a face-to-face meeting at Congress. Additional work will be based upon commitment of committee members to various assignments.
 - **APWA/SPWA/CZPWA/ Sub-Committee** (Martin Pastucha, Chair) - is responsible for oversight and implementation of the APWA/SPWA/CZPWA partnership agreement. This Sub-Committee will meet via conference call as necessary and hold a face-to-face meeting at Congress. Additional work will be based upon commitment of committee members to various assignments.

The Sub-Committees meet via conference call a few times a year. If you would be interested on serving on an International Affairs Sub-Committee, have any questions, or need additional information please feel free to contact Lillie Plowman at lplowman@apwa.net or by phone 1-800-848-2792, ext. 5253.

Media Relations and Communications

- At the APWA PWX conference in Phoenix, APWA hosted a Press Room that served as the Press Headquarters for 22 media members. In addition, APWA also provided press conference meetings with several keynote speakers including Public Works Technologies Panelists Tom Schaffnit, President of A2 Technology Management LLC regarding connected vehicles, and Todd

Henderson of Cartegraph regarding creating the future with people, technology and data. Another press meeting was held with Dan McNichol, PhD., award-winning journalist and author regarding the Low & Slow Across America's Infrastructure Tour, which APWA co-sponsored with Engineering News Record. Sustainable press kits with flash drives containing relevant press releases were handed out to press, as well as September 2015 *Reporter* issues. Media Relations/Communications Manager Laura Bynum also provided daily blogs that included photos and Tweets regarding each day's activities and events, which were posted to the APWA website section "Inside APWA," and on APWA Social Media, for those members who were not in attendance.

Membership

- July month-end total number of members = 28,810. That represents a .39% increase compared to same time last year and a .01% increase (2 members) compared to previous month.
- The 2015 "1st Time Member" special offer campaign has brought in 1574 new members so far this calendar year; 137 of those are in Canada. This campaign allows anyone who has not previously been a member to join APWA for \$90 USD/ \$100 CAN.
- Our overall retention (shown near bottom of the "2015 – 07 June Report") is at 86.57%, a decrease of .10% compared to last month. This fiscal year's average retention is about .32% higher than prior fiscal year's.