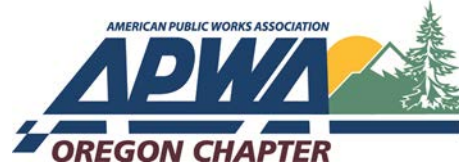


# American Public Works Association



City of McMinnville  
Community Development Center

## BOARD MEETING MINUTES January 9, 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

At 10:08 am, brand spanking new President Todd Watkins whipped out his Roberts Rules of Order booklet, slammed it on the table and called the meeting to order. Good of the order followed.

### **President's Report:**

#### Top Ten Recommendation

Watkins announced that Eric Jones has been selected as the Oregon Chapter's 2015 candidate. Jones has been notified and humbly agreed to be nominated. University of Oregon/Alan Hall will not enter into a contract this year, as they do not have contracting authority. The scope of work has been agreed to and the work will be authorized as a verbal agreement. Bisset moved to approve the written scope of work and payment of \$750 if Alan Hall fulfills the agreement. Seconded by Kerber. Motion passed unanimously.

### Nominating Committee

Watkins reported that the nominating committee for future directors/board members will be made up of Bob Patterson, Terry Song and Mark Schoening (who has not yet been asked). The committee will develop the slate of nominees in the fall for the Chapter business meeting.

### **Secretary's Report**

Watkins handed out the minutes from the December 3, 2014 board meeting. A correction needs to be made to the last sentence in the first paragraph on page 2 of 11 to separate "anniversary" and "top ten" with a comma instead of a period. Roos (aka Hashtag!) moved to approve with the correction. Song seconded. Motion passed unanimously.

### **Treasurer's Report**

#### Review of 2015 Budget

Kerber reported that additional information has been included with the budget sheet, including 2014 budget information for comparison reasons. Several questions arose regarding the 2014 information. Willer reported that we should not expect any revenue from budget line item 420 "Publication Sales". That formally captured revenue from selling the ODOT/APWA Standard Specifications, which we no longer do and questioned the revenue shown there. Kerber reported that the \$327 shown as revenue should be included in the advertising line item. Kerber reported that we had a year to date gain of \$11,347. Beginning fund balance of all accounts is \$203,072. Outstanding checks will bring the beginning fund balance down to \$195,555. Boss pointed out that the 2014 beginning fund balance may have a mistake. Decision was made to have Kerber review the information and make the corrections during lunch. In an earth shattering revelation, Watkins declared that Kerber and Willer "are smart". Item was tabled until after lunch.

#### Budget Format

Discussion ensued regarding UBIT taxes, the budget format and what is sent to national. There was additional discussion regarding whether or not the budget should include a beginning fund balance and contingency to reflect the actual cash position of the Chapter. *I don't actually know what we decided!* Direction was given to Kerber regarding format – "Budgeted/Actual/Proposed" was decided upon.

#### Audit Committee

Watkins reported that the audit committee will be comprised of Peggy Kepler, Stephanie Reid and Terry Song. This led to slight whining by Song who eventually agreed to the assignment. It was decided that Kerber will schedule the audit meeting and that Willer should attend. Representative(s) from Cameo will be there as well. Audit meeting is tentatively scheduled for February in Wilsonville.

#### December 2014 Treasurer's Report

Messenger moved to approve the December 2014 Treasurer's Report. Papadopoulos seconded. Song questioned the negative expenditure in the audio/video line item.

Kerber answered that it was a refunded deposit of some kind. Motion passed unanimously.

#### Region 9 Chapter Dinner

Kerber shared an email from Stephanie Reid regarding the overruns at the Oregon/Washington/Colorado chapter dinner at the 2014 APWA National Convention. The dinner produced a deficit of \$3,500 due to paying for 100 attendees when less attended, not charging enough, and the open bar. There were 21 attendees from Colorado, 22 from Washington, and 11 from Oregon. The remaining attendees were from other places, including Canada. Oregon and Colorado each put down a \$2000 deposit. The proposed settlement is for Washington to reimburse Oregon \$1,000. Colorado will or did receive the approximately \$500 return from the deposit. Thereby Washington and Oregon will each pay \$1,000 of the overage and Colorado will pay \$1,500. Confusion and discussion ensued. Bisset questioned the fairness given that Oregon had the fewest attendees. Papadopoulos stated that Oregon was ultimately responsible because we signed the contract. Boss recommended we learn from this and move forward.

Boss moved to authorize expenditure of \$1,000 out of the \$2,000 deposit towards the 2014 National dinner bill and to invoice Washington for \$1,000 and to have a future Board discussion regarding Chapter dinners. Roos seconded. Motion passed with Kerber voting nay. Willer will confirm whether an invoice has been sent to Washington. If it has not been sent, she will invoice the Washington Chapter.

#### **Cameo Contract**

Kerber handed out and reported on an updated contract with Cameo for event services. Boss questioned if there are any big changes. Kerber answered that she had cleaned up the conference support sections to have Cameo provide the "whole enchilada". The contract also now outlines the Conference Committee responsibilities. Willer explained that the contract previously had two levels of support for conferences. Boss questioned if there were any significant changes financially. Watkins replied there were not additional costs; the new contract better reflects the actual activities. Watkins noted a blank bullet under CEU approval. Kerber indicated it was a formatting issue. Bisset questioned the 90 day lead time for information on technical sessions. Kerber explained they need the 90 days to get the information on the website. Discussion ensued regarding this timeline. Decision was made to stay with the 90 day timeline.

Wondering off topic, a discussion ensued regarding committee chairs and their ability to place things on the website events calendar and what was required to go there for insurance purposes. Willer informed that committee chairs can place things on the website's events calendar. Watkins will talk to Russ Thomas about the calendar and posting events. Willer offered that she and Eric Jones can train Thomas.

Back to the Cameo contract, Kerber indicated that more clean up was needed due to merging issues between versions. Willer recommended that Item 5.7 be tied into National's requirements or that a reference to APWA National's rules be included. Papadopoulos pointed out formatting issues. Willer questioned Item 5.9 regarding the credit card and questioned if it should include spending limits and recommended that

Item 5.10 "Annual Audit" should reference National's requirements. Boss indicated he wouldn't recommend a credit limit on the credit card item. He stated that he thought there should be a spending threshold regardless of whether a credit card was used or a check was written. Willer noted that in Appendix A, G1 the processing of orders for specifications should be removed as an activity. Willer pointed out a typo on the audio video portion of the conference committee's responsibilities. Papadopoulos moved to authorize President Watkins to sign the cleaned up Cameo contract. Seconded by Willer. Motion passed unanimously. Discussion ensued regarding new versus established events. Kerber indicated the established events are identified in the contract.

### **National Delegate's Report**

Boss indicated that he will forward the "Talking Points" to be included in the meeting minutes. Boss will work with Stephanie Reid to complete the 2014 Year End Report. Boss reported that a recent vote to make changes to the National bylaws was approved. The change was specific to the way nominations occur for the National Board. Boss reported that voter turnout was very low with 926 votes cast out of 28,000 plus members.

Boss reported that membership is currently 28,465, with a retention of 86% last year. He reported that 2200 new members joined at a reduced rate in 2014. Boss reported that the Donald C Stone Center has completed its mentor selection for the upcoming year. DCS has 30 new enrollees, including 16 candidates for the "fast tracking" program.

Boss reported that the Emergency Management Committee is working on an Ebola response plan for public works employees.

Watkins will add National Delegate duties to the outline of Chapter Officer Duties.

*12:03 Adjourned for lunch – thank you Mike Bisset for coordinating!*

### 2015 Budget Part Deux

Watkins called the meeting back to order at 12:30. Kerber handed out a revised 2015 Proposed Budget. Messenger moved to approve the Proposed 2015 Budget totaling \$338,000. Motion seconded by Song and passed unanimously. Willer indicated she would submit the budget to National. Discussion ensued regarding budget reserves. Kerber asked a question about transferring between the Chapter bank accounts. Song indicated that the information was included in the Treasurer's instructions/information. More discussion ensued regarding reserves and contingency. Discussion was tabled until after Willer attends the upcoming webinar.

### **Review of Strategic Plan**

Watkins, who clearly hates trees, handed out three different versions of the Strategic Plan in an attempt to make the changes clear to all of us bumblebutts. This led to more quacking, resigning, and whining by Song. Boss questioned the re-assignment of the Organizational Directory from Reid to him. The board decided to remove the item from

the plan. Song indicated that Papadopoulos and Bisset are assigned to the conference siting committee. Papadopoulos was added to the Luncheon committee action items as the board liaison. Board gave a nodding of the heads to the strategic plan. Gizmo nonsense and smack talking ensued.

### **Conference Updates**

Spring 2015 – Willer reported the conference website is up and exhibitor registration is open. Kerber reported that the 24 technical sessions are filled.

Fall 2015 – Messenger had nothing to report.

Fall 2016 – Bend – Song questioned whether Bob Patterson had followed up with the City of Bend. Song to find out.

Kerber (as President-elect) assigned to pick sites for 2017.

### **Review of Strategic Plan Part Deux**

Watkins circled back to the strategic plan after finding additional notes from the Board retreat. Watkins will add the items discussed and post the final document on the website.

#### *Back to Conference Updates....*

Exhibitor Relations – Roos reported that he has spoken with conference chair Mark Schoening and there will be a stage set up in the lobby for an exhibitor technical presentation. Roos stated that the technical session information has already been provided to Maggie.

### **New Business**

#### Chapter/Foundation Relations

Boss indicated that the Foundation pays the credit card/bank fees associated with the Gizmo and other Foundation fundraising. There were questions raised about the “foundation raffle” which Boss indicated was a “chapter raffle”. Discussion ensued. Willer volunteered to prepare information for Conference Committees regarding raffles and other fundraisers.

#### By-Laws Update

Song recommended updates to the Chapter By-Laws. The first update is to change Council of Delegates to Council of Chapters. The second change deals with term limits of directors. When a director moves into an officer position, someone is appointed to fill the director position for the remaining term (one-year). That person must then run for election upon expiration of the term. A term limit has been proposed for directors. Once a director has been elected (not appointed) they can serve two 2-year terms as a director. Mid-term appointments are not counted towards the term limit. The third proposed update changes the notification requirements for the Nominating Committee. Under the proposal, the Nominating Committee will report the names of the nominees to the Executive Committee *and the General Membership* a minimum of *21 days* (was 30) prior to the date of the election. The names shall be made available to all voting members a minimum of *14 days* (was 15) prior to the election or distribution of ballots to allow for self-nominations to be declared. Watkins reported the proposed changes had been forwarded to National as a courtesy and National had no issues with the

proposals. Bisset moved to approve the changes to the by-laws and forward them to National. Motion was seconded by Papadopoulos and passed unanimously.

#### New Education Topics

After some minor sniveling, Song agreed to look for a new Education Chair as part of his Immediate Past Presidential duties. Boss indicated that John & Jeannie are happy at this time and willing to stay put atop the NWPI.

#### Review Sodaville

Drunk with presidential power, Watkins explained why he thought it was good for the environment for him to waste a small mountain of paper at the meeting and then read the press release about the Oregon Chapter's donation to Sodaville. Kudos to Russ Thomas on serving as our ambassador.

#### MathCounts (Grant Application)

Song reported that MathCounts has requested a \$2,500 grant towards the \$14,000 required to offer the program in Oregon. Song reported the program served 866 middle school kids in Oregon. He reported a bunch of other numbers as well, but Messenger did not write them down. Boss made a motion to approve the Community Grant for \$2,500 to MathCounts. The motion was seconded by Bisset and passed unanimously.

#### OUNC representative

Song reported that Bob Patterson was going to draft a letter to OUNC about their meeting policy (must be present vs. teleconference). Song will follow up with Patterson.

#### 2015 Committee Liaisons Assignments

Watkins jokingly abolished the Sustainability Committee in order to avoid being in non-compliance. Watkins will get Russ Thomas' input regarding the activity level of the Fleet Committee since the chair has retired. Willer recommended that the Young Professionals be separated from the Leadership Committee. Song also believes that YP should have its own liaison. No decision was made concerning YP. Song will convene a meeting with Leslie Finnigan – the new chair of the Membership Committee. Meeting will include Papadopoulos, Song, Finnigan and Barbara Blair. Watkins officially appointed Leslie Finnigan as chair of the Membership Committee and Kerry Werner as co-chair of the Transportation Committee. Willer brought up that Paul Klope has made mention of possibly needing a replacement for his chair position on the Specifications Committee. Willer was told that Klope needed to find his own replacement. Bisset was assigned to be the board liaison for the transportation and water resources committees. Roos was assigned to specifications. Shirey was assigned to emergency management. Watkins will contact Shirey regarding the level of activity of the Futures Committee. Decision was made to revisit Leadership & Management and YP next month.

#### Business from Directors

Papadopoulos stated that the website didn't have the board meeting address or a phone number for information. Willer to verify. Papadopoulos questioned the value of having the board meeting the month before a conference at the conference location. Discussion ensued.

Watkins questioned what committee reports should be scheduled for the next board meeting. Committees mentioned included communications, sustainability, leadership and specifications.

Meeting adjourned at 2:29

Next Meeting February 13<sup>th</sup> in Eugene, location TBD (decided not to have it Valley River Center)

**Attachments:**

2015 Approved Budget

Talking Points

<b>Oregon Chapter</b>		
<b>2015 Budget</b>		
<b>REVENUES</b>		
<b><u>ACCOUNT</u></b>		<b><u>Oregon</u></b>
<b><u>#</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>Chapter</u></b>
400	Unrealized Gain from Investment Accounts	\$ -
405	Registration Fees	\$ 250,000
410	Exhibit Space Sales	\$ 60,000
420	Publication Sales	\$ -
423	Product Sales	\$ 1,200
431	Advertising: print or e-zine [UBI]	\$ 3,100
432	Position Advertising: newsletter/magazine [UBI]	\$ -
433	Position Advertising: website [UBI]	\$ -
434	Advertising: website banners	\$ -
435	Membership Dues	\$ -
460	Interest Income	\$ 100
465	Miscellaneous Income	\$ -
480	Expense Reimbursement	\$ 5,600
490	Sponsorships	\$ 10,000
491	Rebates from National	\$ 5,000
492	Royalties	\$ -
495	Contributions, Gifts and Donations	\$ 3,000
496	Non-Cash Contributions (Contributed Services)	\$ -
	<b>TOTAL REVENUE</b>	<b>\$ 338,000</b>
<b>EXPENSES</b>		
<b><u>ACCOUNT</u></b>		<b><u>Oregon</u></b>
<b><u>#</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>Chapter</u></b>
552	Delegate Travel	\$ 2,500
553	Executive Committee Travel	\$ 3,000
555	Other Officer Travel	\$ -
563	Furniture & Equipment <\$1500	\$ -
565	Equipment Repairs & Maintenance	\$ -
575	Event Insurance	\$ 450



600	Facility Costs/Space Rental/Convention Center	\$ 35,000
605	Audio Visual/Phone/Computer/Office Equipment Rental	\$ 1,000
615	Food & Beverage	\$ 120,000
620	Transportation	\$ 1,000
670	Consultants and SubContractors	\$ 94,000
671	Advertising Commissions Paid [UBI]	\$ -
675	Speakers & Trainers	\$ 5,000
680	Entertainment (bands/comedians/etc...)	\$ 5,000
700	Office Supplies	\$ 6,500
705	Dues & Subscriptions	\$ -
725	Telephones	\$ -
726	Copies	\$ -
730	Postage: General Marketing & Membership	\$ 100
732	Postage: Magazine, Newsletter [UBI]	\$ -
735	Flowers/Gifts/Bequests	\$ 500
740	Delivery	\$ -
821	Advertising	\$ -
831	Books & Publications	\$ 500
838	Printing & Production: General Marketing & Membership	\$ 6,000
839	Printing & Production: Magazine, Newsletter [UBI]	\$ -
841	Items For Resale	\$ -
851	Rebates paid to Branches	\$ -
861	Awards/Door Prizes/Drawings	\$ 18,000
863	Scholarships to Public Works Professionals (non-students)	\$ -
864	Scholarships to Students	\$ -
883	Income Tax Expense	\$ 950
890	Bank Service Charges	\$ 13,000
893	Unrealized Loss from Investment Accounts	\$ -
895	Depreciation/Amortization of Capital Assets	\$ -
898	Miscellaneous	\$ 500
899	Sponsorship/Contributions to charitable/educational organizations	\$ 20,000
900	Reimbursable Expenses	\$ 5,000
	<b>TOTAL EXPENSES</b>	<b>\$ 338,000</b>

# *Talking Points*

## Monthly Update for APWA Leadership

### January 2015

#### **APWA Bylaw Amendment Approved**

- The voting for the proposed amendment to the APWA Bylaws closed on Tuesday, December 30 and the amendment was approved. Effective immediately, the amendment changes the composition of the National Nominating Committee to nine members, one from each APWA region. Two past presidents (the two most immediate) will be appointed to guide and facilitate the nominating process, are directed to refrain from influencing the deliberations and decisions of the Committee, and will not vote.

Adoption of proposed amendments to the APWA Bylaws requires an affirmative vote of two-thirds of the qualified votes cast (Article XV, Section 1 of the Bylaws). The amendment to the Bylaws was approved with 81% of members voting in favor. Voting results were 926 votes cast, with 752 voting in favor and 174 opposed. If there are any questions, please contact Cindy Long at [clong@apwa.net](mailto:clong@apwa.net) or Peter King at [pking@apwa.net](mailto:pking@apwa.net).

#### **Membership**

- The final November membership count was 28,465. That represents a slight decrease compared to last month and same time last year. Overall retention is at 86%, a slight decrease compared to last month.
- The 2014 “1st Time Member” special offer campaign has brought in 2,196 new members so far this calendar year; 219 of those are Canadian members. The 2,196 increase is about 20% (364 members) higher than same time last year. This campaign allows anyone who has not previously been a member to join APWA for \$87 USD/\$90 CAN.
- Two outstanding speakers will highlight the Chapter Leadership Training to be held February 26-27 in Kansas City, MO. John Hinck will present “*Tested by Fire! Authentic Leadership*” to Chapter leaders during the Leadership Training, as well as to those attending the Council of Chapters’ meeting. Hinck speaks on leadership and other topics using proven

principles and real life stories. He will also present during the breakout sessions on how to keep members excited about the organization.

Marty Stanley is the headliner of the Chapter Leadership Training and her topic will be “*One Spark Can Ignite the Chapter.*” Stanley is the President of Dynamic Dialog and provides practical and pragmatic tools for professional and organizational success. Her clients include public works departments and her speech will be on-point for public works professionals.

Registration for Chapter or Branch leaders is open until January 27. Contact Brad Patterson at [bpatterson@apwa.net](mailto:bpatterson@apwa.net) if you have questions

- A “Treasurers 101” webinar will be held at 2:00 p.m. (Central Time) on Tuesday, January 13. The basics of being a Chapter/Branch Treasurer and other miscellaneous items will be discussed using the tools available on the Chapter Leader Resources website. The webinar will cover the legal structure of APWA and our status as a 501(c)(3) organization. The 2015 treasurer’s reporting checklist will be reviewed, as well as handling of payments (1099s/W-9s, travel reimbursements) from the Chapter and contributions (sponsorships) to the Chapter. Insurance requirements and contracts and a brief review of the required IRS schedules will be discussed. To register for this webcast, please contact Rhonda Wilhite, email: [rwilhite@apwa.net](mailto:rwilhite@apwa.net) . Treasurers and administrators are encouraged to send questions in advance to Laurence Rhodes at [lrhodes@apwa.net](mailto:lrhodes@apwa.net).
- A “Membership 101” webinar is scheduled for 2:00 p.m. (Central Time) on Thursday, January 22. This webcast is designed to help any and all Chapter membership committee chairs, particularly those new to their position. It is also a great chance for Branch membership chairs to learn the basics of membership recruitment programs, retention efforts and how to find and make use of the various reports on the APWA.net website. Contact Rhonda Wilhite at [rwilhite@apwa.net](mailto:rwilhite@apwa.net) to register. Contact Brad Patterson at [bpatterson@apwa.net](mailto:bpatterson@apwa.net) if you have any questions.

## Professional Development

- The APWA Donald C. Stone Center recently completed mentor selection training for the 30 new enrollees the DCS program. A new, mandatory orientation began this month to assist all participants and their mentors to “hit the ground running,” better understand the steps in the credentialing process and to be able to ask questions. All mentors recently received newly developed master checklists for each level of the DCS program (PWS, PWM, and PWE) which consist of information related to Getting Started, the Program and Graduation. The checklists have links to helpful templates, samples and professional portfolios, as examples, and are intended to provide candidates and mentors with clear steps that are required to move through the program. From feedback thus far, the checklists appear to be helpful guides to both candidates and mentors. Please contact Mabel Tinjacá at [mtinjaca@apwa.net](mailto:mtinjaca@apwa.net) or 816-392-3114 if you have any questions or comments.

- In order to assist those enrolled in the DCS credentialing programs who wish to expedite completion of the program, a “Fast Track” option was recently created. There are currently 16 candidates who have requested “Fast Track” status and these candidates receive priority standing when they submit their Professional Development plan, projects and portfolio, in order to expedite them through the program based on their desired date of completion. Candidates interested in considering this option are encouraged to contact Mabel Tinjacá at [mtinjaca@apwa.net](mailto:mtinjaca@apwa.net).
- We are seeking public works professionals who are interested in serving on one of the four DCS Councils. These councils consist of the Credentialing Council, Program Council, Research Council and the Quality Council. For more information, contact Mabel Tinjacá at [mtinjaca@apwa.net](mailto:mtinjaca@apwa.net).
- The Emergency Management Committee reminds members that APWA is continually collecting information and resources on the Ebola Virus which might be useful to public works professionals. The information is listed in the Inside APWA section of the web site by clicking here: [IN THE KNOW Ebola: Public Works Preparing and Responding](#). If you have information to share, please forward to Teresa Hon at [thon@apwa.net](mailto:thon@apwa.net).
- The Fleet Services Committee will soon begin work to update the *APWA Equipment Code* publication, incorporating FEMA reimbursement codes into the structure. If you know of individuals who would be interested in serving on the Publication Subcommittee, please forward contact information to Teresa Hon at [thon@apwa.net](mailto:thon@apwa.net).
- Certified Public Fleet Professionals (CPFP) requirements were recently updated. The CPFP Council reviewed and updated the eligibility and recertification requirements to better reflect and incorporate an individual’s prior and current work experiences. There has been interest from fleet professionals in obtaining the CPFP certification; however, their years of experience in the public fleet arena had not quite reached the stringent eligibility requirements. One of the major changes has been the acceptance of some private sector fleet experience. For more information, contact Becky Stein at [bstein@apwa.net](mailto:bstein@apwa.net).
- The Leadership & Management Committee continues to seek volunteers for their LM Knowledge Team. Knowledge Team members will have a unique opportunity to share their input with the Leadership & Management Committee and have a primary role in shaping the future of APWA and public works leaders. This will also give added visibility to those interested in serving on the Leadership and Management Committee in the future as committee positions become open. For more information, contact Becky Stein at [bstein@apwa.net](mailto:bstein@apwa.net)

## Government Affairs

- The Government Affairs Committee (GAC) recently discussed the passage of HR 83, the annual spending bill for fiscal year 2015. The Committee discussed transportation funding and advocacy outreach strategies for the 114<sup>th</sup> U.S. Congress which convened for their first session this week. Staff is reaching out to new members of Congress, new leaders and the *APWA Advocates* network as Congress begins its deliberations on a number of key issues. The GAC also agreed to hold their annual meeting in Washington in April 2015.
- APWA Executive Director Peter King announced that Andrea Eales will be joining the APWA staff in the Washington office as Director of Government Affairs effective January 20, 2015. Andrea will be responsible for leading APWA's government affairs and advocacy efforts, including federal legislative and regulatory representation; managing our government affairs volunteer and staff outreach; representing public works with other organizations and coalitions on our priority issues; staffing the Government Affairs Committee (GAC); supporting chapter advocacy initiatives; and assuring that APWA and the voice of public works is heard by policy makers.

Her background includes more than six years as the Congressional Affairs Specialist for the Naval Criminal Investigative Service (NCIS) representing NCIS to Congress, the Department of the Navy and the US Marine Corps. Prior to joining NCIS, Andrea served six years as the Director of Congressional Affairs for Georgetown University representing Georgetown before Congress, federal agencies and external partners. Prior to joining Georgetown, Andrea was on the APWA staff for two years as the Manager of Government Relations where she was heavily involved in transportation policy development and advocacy. She also served as a legislative assistant at the National Association of Counties (NACo) and on the Hill for two years as a legislative aide to a US Senator. Andrea has worked on or around Capitol Hill for more than 17 years, and also has experience working on local and national campaigns.

- On December 10, the Federal Highway Administration (FHWA) held a multi-association meeting to discuss Traffic Incidence Management. APWA President-Elect Brian Usher, Director At-Large Transportation Kathleen Davis, Emergency Management Committee Member Phillip Mann and Executive Director Peter King represented APWA during the meeting. Also in attendance were APWA members Larry Hummel and Dave Bergner. The meeting was convened in response to a congressional guidance on the National Incident Management System (NIMS). The purpose of attending the meeting was to provide the public works perspective in support of FHWA's goal of having 100,000 trained responders by the end of 2015 and to learn more about responder and instructor training courses.

## **Center for Sustainability**

- Want to see some best practices in implementing sustainability in all aspects of public works? APWA's Center for Sustainability is working to bring you a new resource that will illustrate how other communities are making the mark in providing for improved livability, resilience, and sustainability in their communities. Working collaboratively

with APWA Technical Committees, the Center is collecting examples and information on sustainable practices in public works. The Center hopes to highlight these practices, and information on where and how they are being applied, in a publication that will be available to all APWA members in our library and on the website. The Center is excited to be working with the APWA Technical Committees on this project.

## CPWA

- CPWA President Kealy Dedman will update OPWA Members on CPWA activity at their 50th Anniversary Annual Meeting in January. Dedman also recently responded to the Canadian Finance Minister's request for input on the 2015 budget by recommending the Government's help in funding municipal capacity building in asset management and in promoting sustainability with the use of the Envision rating tool. APWA President-elect Brian Usher and Regional Director Rich Berning will also be attending the OPWA annual meeting.
- CPWA and other sponsors of the 2012 Canadian Infrastructure Report Card (CIRC) update have announced that the municipal survey for the new and expanded 2015 Report is now live. The 2015 Report Card assesses storm water, drinking water, parks, roads, and waste water and other community assets. CPWA encourages all municipalities to supply the best and most complete data available by the mid-January deadline. The survey is important for determining municipal investment needs and asset management practices across Canada. CPWA public sector members can contribute by encouraging your municipality to participate.

## International

- The 2015 IFME World Congress on Municipal Engineering is to be held jointly with the IPWEA (Australasian) International Public Works Conference in Rotorua, New Zealand, June 7–11, 2015. If you are interested in attending this conference, more information can be found by clicking [here](#).
- Two APWA members recently made presentations at the USAID Infrastructure and Engineering Conference in Washington, D.C. to showcase how public works infrastructure is managed. The conference was attended by Foreign Service and host country engineers that implement infrastructure projects as part of the US Government Assistance and Humanitarian efforts in developing countries. APWA member Dan Hartman, PWLF, Public Works Director for the City of Golden, Colorado presented an overview of operating and maintenance of infrastructure assets; David Plum, P.E., Senior Manager, Municipal Engineering at RK&K in Virginia Beach, Virginia discussed O&M considerations in small infrastructure projects in Haiti that highlighted community buy-in, and participation and use of local solutions.

## Conferences – Snow and Congress

- Registration is now open for the North American Snow Conference to be held April 12-15, 2015 in Grand Rapids, MI. This unique event offers the public works/winter maintenance community the opportunity to experience the most concentrated collection of snow and ice solutions under one roof. More information can be obtained by clicking [here](#).
- The Board of Directors approved the site selection for the 2016 and 2017 North American Snow Conferences. Congratulations to the New England Chapter who will host the 2016 Snow Conference in Hartford, CT and to the Iowa Chapter who will host the 2017 Snow Conference in Des Moines, IA.
- The 2015 APWA International Public Works Congress & Exposition will be held August 30-September 2, 2015, in Phoenix, AZ. The 2015 APWA Congress is three days of valuable information, with more than 125 education sessions and hundreds of exhibitors covering nearly 90,000 square feet of exhibit space. More information can be obtained by clicking [here](#).

***Please contact Peter King at [pking@apwa.net](mailto:pking@apwa.net) or 202.218.6700 or the staff person noted if you have questions or comments.***