

**SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST**

EXECUTIVE BOARD MEETING MINUTES

DATE OF MEETING: 6 September 2012, 11:45 to 1:00

LOCATION: Building 2011, WPAFB, OH

SUBMITTED BY: Joseph Brink, Secretary

ATTENDANCE: See attached roster

NEXT BOARD MEETING: 4 October 2012; 1130-1300 (First Thursday)

Call in Number (712) 432-0950 Host Access Code: 722792* Participant Access Code: 722792#

MONTHLY GENERAL

MEMBERSHIP MEETING: 13 September 2012
The Club, WPAFB (second Thursday)

ITEMS DISCUSSED:

1. **President's Corner (Col Todd / Ms. April Lewis)**
 - Col Todd welcomed the board members and thanked them for their participation and support and opened the meeting. April Lewis closed the meeting.
2. **Secretary's Report (Mr. Joe Brink / Mr. Drew Titone assistant)**
 - Minutes from last month were presented and approved with a correction to the membership numbers.
3. **Treasurer's Report (Mr. Pete Battaglia)**
 - There was low attendance for the August.
 - The post will be making a quarterly contribution to Fisher House

TREASURER'S REPORT

August 2012

Expenses

- August Luncheon - \$478.18
- Eventbrite fees - \$33.39 (July)
- Newtek Fees - \$57.28 + \$56.62 (July)
- SeaBee's Camp reimbursement Jim Whalen \$762.20
- Post Leaders Workshop reimbursement Amanda Huffman \$309.60
- Post Leaders Workshop reimbursement Justin Meihaus \$623.09

Total Expenses- \$2320.36

Income

- May luncheon -\$598.00 (\$70. Cash+\$40. CC)
- Donations to Fisher House-\$85.00

Total Income-\$683.00

Anticipated Sept. 2012

Expenses

- Newtek Fees -
- Sept Luncheon (The Club) –
- Sept Luncheon (Eventbrite fees) –

Income

- Sept. luncheon

- **Other Items:**

Committee Reports

4 Membership (Mr. Joe DiMisa absent)

- The post has 185 (down 2) individual members and 242 SREPS (down 8) for a total of 427 (against our goal of 430 for 2012 which is being verified). The post has 18 student members (down 3).
- Post presentation to the incoming AFIT GEM students is scheduled for Fri, 7 Sep, at 1200. Joe DiMisa will make the presentation.

5 Sustaining Membership (Ms. Rose O'Grady absent)

- We are still at 60 Sustaining Member companies with no new additions this month.
- We are having AEC and BWSC make sustaining Member presentations at the lunch.
- Can we send out an e-mail to Sustaining Members about the Round Table (note the BCE planning conference).

6 Programs (Mr. Jeff Leonard /Ms. Nadja Turek /Kirk Zecchini absent)

- We have 2 sustaining member presentations. Advanced Engineering Consultants (AEC) and Barge, Waggoner, Sumner & Cannon (BWSC)
- Need a speaker for November, possibly a deployment topic.
- Currently there are only 45 people signed up next week.
- We should re-evaluate the Lunch fee structure in October or the November Executive Board Meeting.
- Set up at the Club for October and November.
- Need a copy of the SM list to do a test for Emergency Contact numbers for those who volunteered for EP.

7 Education/Scholarships/Science Fairs (Dr. Mark Goltz / Ms. Nadja Turek absent/ Mr. Joe DiMisa absent)

- Received thank you notes.
- LEED Green Associates Boot Camp. 7 attended in the room and 15 to 20 on the webinar. No one from the 88th ABW attended. It was a three hour presentation (3 PDH) and it is recorded.

8 Industry Affairs (Mr. Ken Stegall /Mr. John Koerner absent)

- October 23rd at the Hope Hotel.
- Set up at the Hope the deposit has been made.
- Need registration on the web-site.
- Review Registration Fees, and approved them.
- Send agenda to Dr. Goltz to determine PDH.
- (Note, AFMC BCE will be in town for a planning session)
- Review Draft Agenda.

9 Readiness (Mr. Jon Wheeler / Ryan Schlosser / ~~CMSgt Dirk McDowell~~ absent)

- For the Emergency Preparedness and Infrastructure Resilience Streamer (former readiness streamer), a speaker on deployment at a monthly meeting needs to be from a Post member. We will look for a speaker for the November program. Drew Titone and Col Todd will reach out to people.
- The TISP meeting is coming in October. National will pay for airfare AND registration. Ryan Schlosser has expressed interest in attending. (streamer requirement).
- We need 8 hours of training, this can be anyone from the post. FEMA sponsors the training. Please report any Emergency Management Preparedness beyond the 100 level course to Jon Wheeler. The 100 level training needs to be completed within the last 3 years.
- We should check the Kentuckiana Post FEMA presentation (it was 8 hours) registration to verify if a Post member attended.
- Major Kelly Hannum (need contract info)

10 Social (Mr. Mike Howe absent/ Mr. Ted Hecht golf)

- Looking at beer tasting event. October 10, 16, 17.
- Next event will be the Holiday Social in conjunction with the Executive Board Meeting, at El Toro; December 6th. Board meeting at 4:00 pm party at 5:30.

11 Young Members (Captain Tim Callahan / Captain Justin Meihaus)

- Looking at 4 events
 - Breakfast
 - Beer
 - Basketball
 - Wine Tasting
- Mentoree list will wait until we meet with the new class later this month. We are looking at approximately 33 from AFIT (8 of which are environmental).
- Community service project is underway, building a ramp for a family in Montgomery County.

.12 College Outreach (Nichole Lashley absent/ Travis Burr absent)

- Ohio State University has increased the requirements for organizations on campus. They require 5 student members, faculty advisors, and constitution by October 15th. This will make it difficult to form a student chapter there.

13 K-12 (Mr. Jim Levy absent/ Mr. Ryan Schlosser)

- We received a thank you from our Navy Camp sponsor.
- The Colorado Air Force Academy camp was cancelled. Our student will be approved for next year. We should accept applications for next year to review for this camp.

14 Yellow Ribbon (Ms. Nikki Kelley)

- No update from last month. Collection war is underway.
- Emersion is in the lead currently.

- **Still need names!!!!**

15 Awards (Ms. Jennifer Tamburino)

- Will draft submission for the “organization award” due in January

16 Fellows (Mr. Nick Scambilis /Mr. Drew Titone absent)

- We have collected \$155 for Fisher House.
- He will organize a tour after an upcoming board meeting if desired.

17 Small Business (Ms. Rosie O’Grady absent / Ms. Marci Snyder absent / Mr Jeffery Engram absent /)

- No Report

18 Communications/Public Relations (Mr. Greg Lonergan and Kim Duncan)

- Consolidated all activity regarding communication to Greg and Cindy.
- Future Board Topic – Achieving.
- Jennifer Tamburino will set up a new survey to the members:
 - Monthly Lunch Meetings Cost
 - Programs
 - Base Security
 - Venue
 - Communication
- Can we send out a reminder for monthly lunches a day or few before the registration deadline?
- Joe DiMisa sends roster list to Greg monthly, to update the blast.
- In newsletter add request for FEMA presentation.

19 Affiliates Societies Council (Mr. Drew Titone/ Jim Ryckman, Co chair)

The master schedule for the Affiliate Societies Council for program year 2012-13 is attached. You are requested to consider this in your society planning. Please pass this to your section chair/president, program vice president, and alternate delegate for their information.

Promoting ASC programs and events to your society membership is encouraged.

(1) Encourage members and associates to improve their effectiveness and gain broader perspectives by participating in the ASC Professional Development Program Series.

(2) Give recognition for outstanding technical and/or leadership performance by nominating deserving individuals for the highly respected ASC Outstanding Engineers and Scientists Award. Make the nomination a society goal and collaborative project.

(3) There are four ways for members and the society to participate in TechFest for families and primarily youth to have free fun with science, technology, engineering and math (STEM).

- (a) Encourage all society members to promote the highly reputable TechFest to their youth and all youth on their professional and social network,
- (b) Create a hands-on display and/or demonstration in a STEM topic related to your profession for use at TechFest
- (c) Assist the TechFest Team Plan, promote and deliver TechFest 2013, and
- (d) Assist the TechFest teams raise funds to enable TechFest to continue.

Let us know about your society's planned programs and events so we can add to your own promotion efforts.

Your input for recommended presentations and/or topics for the ASC general meetings, programs, and overall program plans are solicited and welcome.

Nomination will be outstanding engineer's awards by November 18.

20 Old Business:

- No Report
- **New Business:**
 - Travis Burr of our office went to the Regional in Pittsburgh to meet our requirement for the streamer. We coordinated with Amanda when no one else volunteered to go.
 - Need to update our sustaining members list on the web site.
- **Post calendar is attached.**
 - See attached calendar.
- **Adjourn: at 1320.**

Joe Brink
Secretary, Kittyhawk Post

April Lewis
President, Kittyhawk Post

Updated Roster **May 2012 SAME Kittyhawk Post Executive Board**

Position	Name	Present	Phone	Absent	Organization	Email	Cell Phone
Co President-	April Lewis	X			HQ AMFC	alewis@woh.rr.com	937.206.4906
Co -President	Col Jeffrey Todd	X			HQ/AFMC/A6/7	Jeffrey.Todd@wpafb.af.mil	937-269-7644
President Elect	Ken Stegall	X			CMS	Ken_Stegall@msn.com	937.728.0639
Vice-President	Ted Hecht			X	WPAFB 88 ABW/CE	Ted.Hecht@wpafb.af.mil	937 657.5531
Secretary	Joe Brink	X			Burgess & Niple	joe.brink@burgessniple.com	513.509.1679
Asst Secretary	Drew Titone	X			Woolpert	drew.titone@woolpert.com	937.901.1739
Treasurer	Andrea Pakulski			X	LJB	apakulski@ljbinc.com	513-290-9731
Asst. Treasurer	Pete Battaglia	X			LJB	PBattaglia@ljbinc.com	614.563.3542
1st Director	Grant Bartee			X	LJB Inc	GBartee@LJBinc.com	937-657-6278
2nd Director	David Perkins			X	WPAFB 88 ABW/CE	David.Perkins@wpafb.af.mil	
3rd Director	Alan Hautman			X	Emersion Design	alan.hautman@emersiondesign.com	513.379.1180
Programs	Kirk Zecchini			X	American Structure Point	kzecchini@structurepoint.com	317-409-3185
Co-Chair	Jeff Leonard	X			WPAFB 88 ABW CE	jeff.leonard@wpafb.af.mil	937.609.6803
	Nadja Turek	X			Woolpert	nadja.turek@woolpert.com	937.830.3855
Communications/P ublic Relations	Greg Lonergan	X			SHP Leading Design	glonergan@shp.com	614.223.2124
Support	Cyndi Paskoff			X	SHP Leading Design	cpaskoff@shp.com	614-307-3183
Public Relations	Kim Duncan	X			Elements IV	kduncan@elementsiv.com	937-673-5489
Education	Mark Goltz			X	AFIT	mark.goltz@afit.edu	937-470-5632.
Co-Chair	Nadja Turek	X			Woolpert	nadja.turek@woolpert.com	937.830.3855
Co-Chair	Joe DiMisa			X	Woolper	joe.dimisa@woolpert.com	937.554.6379
Industry Affairs	John Koerner			X	Weston Solutions	John.Koerner@westonsolutions.com	
Co-Chair	Ken Stegall	X			CMS	Ken_Stegall@msn.com	937.728.0639
	Joe Brink	X			Burgess & Niple	joe.brink@burgessniple.com	513.509.1679
Small Business	Marci Snyder			X	Woolpert	marci.snyder@woolpert.com	937.307.5620
Co-Chair	Rosie O'Grady	X			TesTech	ogrady@testechinc.com	937.545.4240
	Jeff Engram	X			Resource International	jeffrey@resourceinternational.com	614-218-7328
Awards	Jennifer Tamburino	X			URS	Jennifer_tamburino@urscorp.com	
Membership	Joe DiMisa			X	Woolpert	joe.dimisa@woolpert.com	937.554.6379
Sustaining Members	Rosie O'Grady	X			TesTech	ogrady@testechinc.com	937.545.4240
Readiness	Jon Wheeler			X	BAH	Jon.Wheeler.ctr@wpafb.af.mil	937-239-5982
Co-Chair	CMsgt Dirk McDowell			X	AFIT	Dirk.McDowell@afit.edu	
Social	Mike Howe	X			WPAFB 88 ABW CE	mike.howe@wpafb.af.mil	
Co-Chair	Kim Duncan	X			Elements IV	kduncan@elementsiv.com	937-673-5489
Golf	Ted Hecht			X	WPAFB 88 ABW/CE	Ted.Hecht@wpafb.af.mil	937 657.5531
Co-Chair	Grant Bartee			X	LJB Inc.	gbartee@ljbinc.com	937-657-6278
Young Members	Brad Doudican			X	OSU	Brad.doudican@gmail.com	937 623-1318
	Cpt. Amanda Huffman	X			AFIT	Amanda.Huffman@wpafb.af.mil	
	Capt Justin Meihaus	X			AFIT GEM	Justin.Meihaus@afit.edu	303-963-6448

	Capt Tim Callahan		X	AFIT Civil Schoolhouse	Timothy.Callahan@afit.edu	808-561-7612
K-12 Outreach	Jim Levy	X		WPAFB 88 ABW CE	James.levy@wpafb.af.mil	
Co-Chair	Ryan Schlosser	X		WPAFB 88 ABW CE	ryan.schlosser@wpafb.af.mil	
Affiliates Societies	Drew Titone	X		Woolpert	drew.titone@woolpert.com	937.901.1739
Co Chair	Jim Ryckman	X			Jim.ryckman@wpafb.af.mil	937-245-0082
Yellow Ribbon	Nikki Kelley	X		Emersion Design	Nikki.kelley@emersiondesign.com	513.708.3006
College Outreach	Nichole Lashley	X		ICI	Nichole.lashley@icisrvcs.com	
Co Chair	Travis Burr	X			burr@testechinc.com	
Fellows	Nick Scambilis	X		Retired	nicksca@aol.com	937-902-7259

List of Volunteers for 2011-2012 for consideration

Elisabeth Bradley, American Structurepoint, Inc.

Penny Rike, CESO

Zachary Price, TRIAD Architects

Ken Herr, Shook Construction

Charles Groober, HR Gray

Please review your committee positions and find volunteer opportunities for these people. Would ask that committee chairs email me with the number of volunteers that you would like from the list and names of choices if applicable? I have their contact information, however, it is, also, readily available from the Post Secretary, etc. If you know these people and want to select a person by name for your committee, let me know. I told these people that we would let them know by the end of the month if there are any volunteer opportunities. I would hope that the committee chairs could add at least one volunteer to their committee.

January	February	March
<p>Last Business Day- Streamer Submissions Due</p> <p>January 31- Nomination for National Awards Deadline All Individual Memberships Need Renewed</p> <p>Renew Post Office Box</p> <p>Send annual financial statement to 88th ABW Services</p> <p>Annual insurance renewal and provide update to 88th AWB Services</p>	<p>Early February- Post Leaders Workshop (New Distinguished Post Criterion- Med & Lg Posts must send One Board Member and One Young Member per year)</p> <p>IM & SM Dues Paid by EFT (Electronic Funds Transfer)</p> <p>Mid-February- Engineer Week</p> <p>Streamer Reconsideration Period open until LAST Business day of Feb (Post must make request for reconsideration)</p> <p>Apply to National for Young Member Sponsorship at JETC</p>	<p>1st Business Day- Post Financial Report Due (report online at www.same.org/postops)</p> <p>Mid-March- Final Streamer Results Announced, including Top Posts and Top Region</p> <p>ASCE Joint Meeting</p> <p>AFIT GEM Award Presentation at membership meeting and at AFIT grad awards ceremony</p> <p>Development of Slate for Executive Board Election, usually handled by Fellows</p> <p>Executive Board votes on SAME camp attendees</p> <p>Social Event - March Madness</p> <p>Solicit for West District Science Fair Judges</p> <p>Deadline to submit Army Camp Applications March 18, 2011</p>
April	May	June
<p>Science Fair winners presented at membership meeting</p> <p>Executive Board Election by members</p> <p>Deadline to submit USAF application to the camp registrar April 15, 2011</p>	<p>SM Dues paid by EFT</p> <p>Deadline for Posts to submit Navy Camp Applications to Camp Registrar May 13, 2011</p> <p>Preferred Transition of Post Leaders- new Board of Direction takes office and Change of Post Officers Report must be submitted w/in 30 days</p> <p>Provide update of new officers to 88 ABW Services</p> <p>National JETC held in May</p> <p>Scholarship winners presented at membership meeting</p> <p>Industry Day</p> <p>Social Event - Dragons' Game</p>	<p>Scholarship winners presented at membership meeting</p> <p>Review and vote on By-laws (at least every two years),</p> <p>Young Member led meeting</p>

<p>July</p> <p>Golf Outing - No Luncheon</p>	<p style="text-align: center;">August</p> <p>Late August- Deadline for Posts to submit interest in Hosting JETC (4-6 years out)</p> <p>IM & SM Dues Paid by EFT (Electronic Funds Transfer)</p> <p>Early September- Post Leaders Workshop held in DC area (New Distinguished Post Criterion- Med & Lg Posts must send One Board Member and One Young Member per year)</p> <p>SAME Camper presentation</p>	<p style="text-align: center;">September</p> <p>September 1- Fellows Nominations due to HQ</p> <p>Membership Presentation to Incoming AFIT Students</p> <p>Re-apply to 88 ABW Services to continue as a Private Organization</p>
<p>October</p> <p>October 1 - Student Chapter Annual Status Report due to meet 1B criteria for Outreach and Communication streamer</p> <p>Round Table Event and Joint Luncheon with AFMC BCE Conference Annual Roundtable--generally in October, but has been held in Nov as well--match to date of BCE Conference.</p> <p>Visit Monthly Luncheon Fees</p>	<p>November</p> <p>SM Dues paid by EFT</p>	<p style="text-align: center;">December</p> <p>Social Event - Holiday Party (No Luncheon)</p> <p>Dec 15-Deadline for committee chairs to submit the next calendar year Post budget items to Treasurer</p>

**MEETING AGENDA
SAME Kittyhawk Post
13 September 2012
WPAFB Officer's Club (Dining Room)**

11:30 Set up laptop and projector

11:45 Welcome to this joint meeting of the Society of American Military Engineers and welcome to all our distinguished visitors (April Lewis).

Pledge of Allegiance (April Lewis)

Invocation (Jeff Leonard)

Comments to be seated (April Lewis)

Recognize Distinguished Guests – Head Table (April Lewis)

- Provided by Joe Pado the day of _____

Comments to Begin Lunch (April Lewis)

Serve Lunch

11:55 SAME Announcements: (April Lewis)

- Round Table Event
- Yellow Ribbon
- Young Members announcement
- (Lewis) (??)

12:10 Supplemental Speaker: Lyle Lockwood (April Lewis) Topic: Affiliate Societies Council of Dayton: Purpose and Programs

BIO: Lyle Lockwood serves as Chair at the Affiliate Societies Council of Dayton. As a volunteer, he is the delegate from the Dayton Chapter Project Management Institute. He has served on the PMI International Board, was Director of Seminars and Symposia, and as Vice President for Technical Activities. He is a member of the American Society for Quality (ASQ) and is a Past Chair of the Dayton Section ASQ. He is a member of National Contract Management Association and the Air Force Association. Additionally he is a member of the Engineering Science Foundation Board of Trustees and a member of the Air Force Educational Outreach Foundation.

Lyle is an employee and officer of Universal Technology Corporation, in Beavercreek serving in various positions over the past 28 years.

Lyle had a twenty-one year Air Force career, thirteen of which were in various positions at WPAFB. His career was in Acquisition Management focusing on manufacturing, production and quality assurance before retiring as a Major in 1984.

He has a BS from Purdue University where he received his commission from AFROTC and a Master of Science from the Air Force Institute of Technology. Married 52 years and originally from Ashley, Indiana.

Please welcome Mr. Lockwood!

Question/Answer Period

Present Kittyhawk Post Coins to Speaker (April Lewis) **{PHOTO}**

12:30 Featured Speaker: LTC Greg Rogers (April Lewis)

BIO: Lieutenant Colonel Rogers is the Military Construction Branch Chief for the Ohio Army National Guard. Since his fulltime arrival as a Federal Technician in 2008, his MILCON shop has overseen the design and construction of over \$122M in BRAC, MILCON or SRM construction projects. He is a graduate of The Ohio State University and holds a teaching degree in Industrial Technology Education. He has 30 years of experience in residential and or commercial construction.

Since his enlistment in the US Army in 1983 as a Bridge Crewman, he has served in the Army or the Ohio Army National Guard as an enlisted Engineer, an Infantry NCO, and as both an Infantry and Engineer Officer. He deployed to Iraq in 2005 for one year with the 16th Engineer Brigade, Construction Management Section (CMS) where he served as the QA/QC OIC for all vertical construction projects in the Baghdad area of operation.

He and his wife Michelle have a 10 year old daughter. He enjoys swing and country western dancing and can do a mean card trick.

Please welcome LTC Rogers!

Question/Answer Period

Present Kittyhawk Post Coins to Speaker (April Lewis) **{PHOTO}**

12:55 Final Announcements: (April Lewis)

Our October luncheon meeting will be on Thursday October 11th held at our normal location, the Wright Patterson AFB Officer's Club. Our speaker will be **Grant Owens, Riverside Research - New Secure Facility Construction Standards (ICD-705)**. Please join us on October 11th! You can register via our website: www.samekittyhawkpost.com

- 50/50 Drawing (Nikki Kelley): The winner is?
- Reminder, if you haven't paid for lunch see Pete

1:00 Adjourn Meeting (April Lewis)



Affiliate Societies Council (ASC) of Dayton
 4801 SPRINGFIELD STREET
 DAYTON OH 45431-1084
 PHONE: 937-224-8513
 FAX: 937-233-0161
 E-MAIL: ASC@DNACO.NET
<http://www.ascdayton.org/>

Affiliate Societies Council: Calendar Program Year 2012-13
Lyle Lockwood, Chair, llockwood@utcd Dayton.com, 937.613.3645
(1) Miami Valley Regional Center (MVRC), 4801 Springfield St.

Day of Week	ASC Executive Committee (Officers and Committee Chairs) Delegates Welcome			ASC Delegates General Meeting (Officers, Committee Chairs and all Delegates to ASC)		
	Date	Time	Location (1)	Date	Time	Location (1)
Wednesday	Sep 12, 2012	5:30 pm	MVRC	Sept 26, 2012 Kick-off	5:30 pm	MVRC
Wednesday	Nov 7, 2012	5:30 pm	MVRC	Nov 14, 2012 Annual Meeting	5:30 pm	MVRC
Wednesday	Jan 9, 2013	5:30 pm	MVRC	Jan 23, 2013	5:30 pm	MVRC
Wednesday	Mar 13, 2013	5:30 pm	MVRC	Mar 27, 2013	5:30 pm	MVRC
Wednesday	May 8, 2013	5:30 pm	MVRC	May 22, 2013	5:30 pm	MVRC

Above meetings will be confirmed by e-mail to delegates for all meeting dates and locations.

Call or e-mail ASC Office to verify if needed.

Cancellations due to weather will coincide with the Montgomery County Education Service Center.

Affiliate Societies Council: Programs Schedule

Date(s)	Program	Location	Point of Contact ASC Office, Amy Soklo or
Nov 8-9, 2012	Professional Development Seminar	Miami University	Will Taylor 937-255-4407
Nov 18, 2012	Nominations Due, Outstanding Engineers and Scientists Awards	ASC Office	ASC Office, Amy Solko 937-224-8513 ASC@DNACO.NET
December 2012	Exhibitor Commitments TechFest™ 2013	Perry Yaney pyaney1@udayton.edu	Perry Yaney 937.271-1924
Feb 18-19, 2013	TechFest™ 2013 Eleventh Annual	Sinclair Community College	Dave Engelsman 937-426-3359r
Thursday April, 2013 (TBD)	Outstanding Engineers and Scientists Awards Presentation & Banquet	University of Dayton	ASC Office, Amy Solko 937-224-8513 ASC@DNACO.NET
November 2013 TBD	Professional Development Seminar	Miami University	Will Taylor 937-255-4407

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