

SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

EXECUTIVE BOARD MEETING MINUTES

DATE OF MEETING: 02 February 2017; 11:30 AM – 12:56 PM

LOCATION: Woolpert Inc. 4454 Idea Center Blvd, Dayton OH

SUBMITTED BY: Joseph Pado, Secretary

ATTENDANCE: See attached roster

NEXT BOARD MEETING: 02 March 2017; 11:30 AM – 1:00 PM (First Thursday)

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

MONTHLY GENERAL

MEMBERSHIP MEETING: 09 February 2017
Dignam-Whitmore Banquet Center
(American Legion, Post 526, Fairborn, OH)

ITEMS DISCUSSED:

1. **President's Corner (Mr. Mike Howe)**
 - No initial comments.
2. **Secretary (Mr. Joe Pado / Mr. Joe Brink & Mr. Drew Titone assistants)**
 - The minutes from the January Board meeting were approved as presented.
 - Joe Pado stated that established an APAN.org account to be used as a Post file transfer site. He went on to stated that he will reach-out to Nadja Turek to discuss application of this account.
3. **Treasurer (Mr. Pete Battaglia / Ms. Bronnie Kallas)**
 - The Board reviewed the February Treasurer's report (attached). No concerns were noted.

Committee Reports

4. Membership (Mr. Joe DiMisa)

- **The following are the current membership numbers:**

01 February 2017

IM's	236
SREPS	234
Total	470
Students	22

2017 Goal – 452 (451 is threshold to be considered Large Post)

5. Sustaining Membership (Mr. Michael Chapman)

- **Michael Chapman reported that the February Luncheon Sustaining Member Firm Briefer will be Mr. Paul Gerth from the Eaton Corporation.**

6. Programs (Mr. Amir Mott / Ms. Teri French / Ms. Nadja Turek/ Ms. Nichole Lashley Mr. Jeff Leonard)

- **Amir Mott reviewed the proposed February Membership Luncheon agenda (attached). It was determined that Mr. Jim Levy will emcee the event as part of a Young Members-focused program.**
- **Future luncheon topics were also discussed:**
 - **Amir Mott reported that he is considering a Small Business Opportunity-focused luncheon in March.**
 - **Tom Kolber stated that he working to make April's luncheon an Ohio Department of Transportation presentation regarding the I-75 Dayton Interchange project.**

7. Education/Scholarships/Science Fairs (Mr. Tom Kolber/ Ms. Nadja Turek/ Col Paul Cotelleso)

- **Tom Kolber stated that he is working on advertising the Post's 2017 scholarship program. Application deadlines will be 12 April.**
 - **Tom Kolber stated that he visited 6 local high schools and is looking for more names/recommendations so that he can target additional high schools.**
 - **The subject of providing a needs-based scholarship to satisfy SAME National's scholarship criteria was discussed. It was suggested that the Post work with Sinclair College to accomplish this intent.**

8. Industry Affairs (Mr. Ken Stegall / Mr. Scott Porter / Mr. Joe Brink /Mr. Norm Campbell)

- **No report.**

9. Small Business (Mr. Jeffery Engram)

Post Small Business Liaison Officer (Mr. Scott Porter)

- **Scott Porter stated that he is currently evaluating the feasibility of holding a Small Business Forum in the Fall. Scott will assess and provide the Board a recommendation.**

10. **2017 JETC Planning (Mr. Jeff Todd / Sam Reed)**
 - **Jeff Todd reported that preparations for 2017 JETC are steadily progressing. He also requested that Board Members volunteer to help run the events so that they/the Post can take advantage of financial incentives afforded to volunteers.**
11. **Emergency Preparedness & Infrastructure Resilience (EP&IR) (Mr. Jon Wheeler / Maj Michael Spencer)**
 - **No report.**
12. **Social (Mr. Dave Perkins / Mr. Robert Blevins)**
 - **Robert Blevins stated that the Committee is still considering a March Madness event.**
 - **Robert Blevins also reported that the Dayton Dragons game social event will be held on 19 April.**
13. **Young Members (Capt Zach Bierhaus / Kelly Hecht / Lauren Anderson / Maj Michael Spencer / Mr. Jim Levy)**
 - **No report.**
14. **College Outreach (Mr. Joe Piechota / Mr. Jim Levy)**
 - **Jim Levy reported that Joe Piechota is in the process of setting-up an Air Force Research Laboratory tour for Wright State University students in early-April.**
15. **K-12 Outreach (Mr. Jim Levy / Col Shawn Moore/ Chris Abell)**
 - **Jim Levy reported TechFest is 18-19 February at Sinclair Community College. Jim is still soliciting for volunteers to help operate a joint-SAME/American Society of Civil Engineers exhibit. Volunteers will man the table for 2-hour shifts.**
 - **Jim Levy stated that he plans to start advertising for nominees to attend U.S. Military Academy-sponsored Construction Camps.**
16. **Yellow Ribbon (Ms. Marci Snyder)**
 - **No report.**
17. **Awards (Mr. Gordon Taylor)**
 - **It was reported that all five 2017 Streamer submittals were submitted and received by SAME National prior to the 20 January deadline. A special thank you was extended to Jim Levy, Ted Hecht, Nadja Turek and Jon Wheeler for their individual efforts in writing the awards as well as to Gordon Taylor for leading the effort.**
18. **Fellows (Mr. Jeff Todd)**
 - **No report.**
19. **Affiliates Societies Council (Mr. Drew Titone / Mr. Jim Ryckman)**
 - **Jim Ryckman reported on 2 items:**

- He stated that the 2017 Affiliates Societies Council's (ASC) Outstanding Engineers and Scientists Awards Banquet was moved from the April to the Fall season to better level/balance-out ASC's volunteer workload. Jim also suggested that the Post consider submitting a nominee.
- Jim also provide a follow-up to the K-12 Outreach report regarding TechFest. He highlighted that the event will have more than 73 exhibitors providing a STEM (Science, Technology, Engineering, and Math) outreach to thousands of youth in Grades 1-12 from within the Greater Miami Valley Area.

20. **Communications/Public Relations (Capt Jesse Lantz / Capt Philip Ramsey / Mr. Alexander Masters / Mr. Chris Hesse)**

- No report.

21. **Old Business:**

- Bronnie Kallas reported that she, Jeff Kallas and Pete Battaglia volunteered at the Fisher House on 17 January. She reported that the opportunity to pick-up and serve dinner to the guests was most rewarding. Bronnie suggested that the Post continue to volunteer for this activity every other month. Bronnie will further promote the next opportunity (likely in March, either on a Tuesday or Thursday evening).

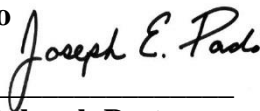
22. **New Business:**

- None

23. **Post calendar is attached.**

24. **Adjourn: 12:56 PM**

Joseph E. Pado



Secretary, Kittyhawk Post

Michael L. Howe



President, Kittyhawk Post

Updated Roster February 2017 SAME Kittyhawk Post Executive Board

Position	Name	Present	Phone	Absent	Phone	Organization	Email
President	Mike Howe		X		937-257-6214	WPAFB – 88 CEG	michael.howe.2@us.af.mil
President Elect	Jeff Leonard	X			937-609-6803	AFRL/RQY	jeffrey.leonard@us.af.mil
Vice-President	Vacant						
Secretary	Joe Pado	X			937-656-0428	WPAFB - AFIMSC	joseph.pado@us.af.mil
1 st Asst Secretary	Joe Brink		X		513-509-1679	Burgess & Niple	joe.brink@burgessniple.com
2 nd Asst Secretary	Drew Titone			X	937-901-1739	Woolpert	drew.titone@woolpert.com
Treasurer	Pete Battaglia			X	614-563-3542	LJB	PBattaglia@ljbinc.com
Asst. Treasurer	Bronnie Kallas	X			316-518-7952	Atrix Group	bronnies.kallas@atriaxgroup.com
1st Director	Ken Stegall			X	937-728-0639	CMS	kstegall@cms-corporation.com
2nd Director	Ted Hecht	X			937-543-6920	Heapy Engineering	TJHecht@heapy.com
3rd Director	Nadja Turek			X	937-830-3855	Woolpert	nadja.turek@woolpert.com
Programs	Amir Mott		X		937-904-0987	WPAFB – 88 CEG	amir.mott@us.af.mil
Co-Chair	Teri French			X	937 255-5654	WPAFB - AFIT	teri.french.1@us.af.mil
	Nichole Lashley			X	937-271-1226	Auxano Environmental	auxanoenvironmental@outlook.com
	Jeff Leonard	X			937-609-6803	AFRL/RQY	jeffrey.leonard@us.af.mil
	Nadja Turek			X	937-830-3855	Woolpert	nadja.turek@woolpert.com
Communications	Capt Jesse Lantz			X	937-257-7034	WPAFB – AFIMSC	jesse.lantz@us.af.mil jesse.e.lantz@gmail.com
Co-Chair	Capt Philip Ramsey	X			814-207-5044	WPAFB - AFIT	philip.ramsey@afit.edu
Co-Chair	Alexander Masters			X	248-878-0189	Advanced Integrated Solutions	amasters@myaisteam.com
Public Relations	Chris Hesse			X	937-656-9103	USACE	chris.e.hesse@usace.army.mil
Education	Tom Kolber	X			937-531-1281	Retired	tjkolber@aol.com
Co-Chair	Nadja Turek			X	937-830-3855	Woolpert	nadja.turek@woolpert.com
Co-Chair	Col Paul Cotellesso			X	937-656-1478	WPAFB - AFIT	paul.cotellesso@us.af.mil
	Drew Titone			X	937-901-1739	Woolpert	drew.titone@woolpert.com
2017 JETC	Jeffrey Todd		X		937-901-7089	AFLCMC	jeffreymtodd3@gmail.com
Co-Chair	Sam Reed			X	614-486-4778	Advanced Engineering Consultants	samr@aecmep.com
Industry Affairs	John Koerner			X	937-429-9251	Retired	jabkoerner@aol.com
	Joe Brink		X		513-509-1679	Burgess & Niple	joe.brink@burgessniple.com
	Norm Campbell		X		317-703-6875	Schneider Electric	norm.campbell@schneider-electric.com

Small Business	Jeff Engram		X	614-218-7328	Tec Incorporated	jengram@tecinc1.com
	Marci Snyder		X	937-307-5620	Woolpert	marci.snyder@woolpert.com
	Scott Porter	X		614-443-1178 x231	Dynamix Engineering, Ltd.	Sporter@dynamix-ltd.com
Post Small Business Liaison Officer	Scott Porter	X		614-443-1178 x231	Dynamix Engineering, Ltd.	Sporter@dynamix-ltd.com
Awards	Gordon Taylor		X	937-938-3747	WPAFB – AFLCMC/WNV	gordon.taylor.5@us.af.mil
Membership	Joe DiMisa		X	937-255-6565 x3522	WPAFB - AFIT	joe.dimisa@afit.edu
Sustaining Members	Michael Chapman	X		513-841-3084	Emersion Design	michael.chapman@emersiondesign.co
Emergency Preparedness & Infrastructure Resilience (EP&IR)	Jon Wheeler		X	937-239-5982	Booz Allen Hamilton	wheeler_jon@bah.com Jon.Wheeler@afit.edu
	Maj Michael Spencer		X	815-298-2911	WPAFB – AFIT Faculty	mjspence1@gmail.com
Social	Dave Perkins		X	937-656-6214	WPAFB – 88 CEG	dave.perkins.2@us.af.mil
Co-Chair	Robert Blevins	X		937-257-2764	88 CEG	robblevins@gmail.com
Young Members	Capt Zach Bierhaus		X	812-716-1166	WPAFB – AFIT GEM Student	zachary.bierhaus@afit.edu
	Maj Michael Spencer		X	815-298-2911	WPAFB – AFIT Faculty Mbr	mjspence1@gmail.com
	Kelly Hecht		X	937-307-1224	Messer Construction	khecht@messer.com
	Lauren Anderson		X	937-542-1495	Messer Construction	landerson@messer.com
	Jim Levy	X		937-656-3381	WPAFB - 88 CEG	james.levy@us.af.mil
K-12 Outreach	Jim Levy	X		937-656-3381	WPAFB - 88 CEG	james.levy@us.af.mil
	Col Shawn Moore		X	937-904-0090 (W) 937-269-7644 (C)	WPAFB – AFIMSC, Det 6	shawn.moore@us.af.mil quatromore@hotmail.com
	Chris Abell		X	513-360-7720 (W) 513-939-4804 (C)	4 Seasons Environmental	cabell@fseinc.net
Affiliates Societies	Drew Titone		X	937-901-1739	Woolpert	drew.titone@woolpert.com
Co-Chair	Jim Ryckman	X		937-904-3801	WPAFB - AFLCMC/WNV	s.ryckman@us.af.mil
Yellow Ribbon	Marci Snyder		X	937-307-5620	Woolpert	marci.snyder@woolpert.com
College Outreach	Joe Piechota		X	937-904-1183	WPAFB – 88 CEG	joseph.piechota@us.af.mil
Co-Chair	Jim Levy	X		937-656-3381	WPAFB - 88 CEG	james.levy@us.af.mil
Fellows	Jeffrey Todd	X		937-901-7089	AFLCMC	jeffreymtodd3@gmail.com

TREASURER'S REPORT

February 2017

Expenses

- Eventbrite fees \$73.99
- Eventbrite payment processing fees \$24.36
- January Lunch \$819.00
- Affiliate Societies Council \$400.
- Dayton Dragons Fee \$456.00

Total Expenses \$1,773.35

Income

- Yellow Ribbon \$64.00
- Lunch \$1,094.00
- Scholarship \$200 (Frank Family)
- Fisher House From Eventbrite \$10.00
- April Lewis Scholarship From Eventbrite

Total Income \$1368.00

Anticipated

February 2017

Expenses

- Eventbrite
- February Lunch

Income

- February Lunch

Other Items:

Account Balances as of 01-31-17

- WP Basic Share account \$1,130.70
- WP Checking Account \$10,579.47
- WP Money Market Fund \$73,368.34
- Cash Box \$500.00



DEDICATED TO THE NATIONAL DEFENSE

**THE SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST**

MEETING AGENDA

**SAME – Kittyhawk Post Meeting
9 February 2017**

Dignam-Whitmore Banquet Center, Legion Lane, Fairborn

11:15 Set up laptop and projector (Amir Mott)

11:45 Welcome to this Young Member meeting of the Society of American Military Engineers. One meeting each year is run by a Young Member – that’s me – and highlights the contributions of young members to our Society. If I haven’t met you, I’m Jim Levy and I serve on the Young Members, College Outreach and K-12 committees for our Post. You’ll also see we have two YM speakers for you today. (Jim Levy)

Pledge of Allegiance (Jim Levy)

Invocation (Leonard)

Comments to be seated (Jim Levy)

Recognize Distinguished Guests – Head Table (Jim Levy)

Start releasing tables two at a time! – 12:00

12:15 Announcements:

- **President Award (Mike Howe)**
- **Officer Nominations (Ken Stegall)**
- **Techfest and Camps (Jim Levy)**
- **Scholarships and Science Fair (Tom Kolber)**
- **Fisher House (Bronnie Kallas)**
- **JETC Volunteers (Jeff Todd)**
- **Local and JETC Golf Outing (Dave Perkins)**
- **Dragons Game (Robert Blevins)**
- **JAM (Nadja Turek)**

12:30 Sustaining Member Firm Highlight:

Paul Gerth – Eaton Corporation

12:35 Featured Speakers (AFIT Student Thesis): (Jim Levy)

12:36 1st Lt Christopher Schmidt (Bio TBD) - Treatment of PFAS Impacted Groundwater by Batch and Rapid Small Scale Column Testing

Please welcome 1st Lt Schmidt!

Question/Answer Period

Present Kittyhawk Post Coin to Speaker (Jim Levy) {PHOTO}

12:45 Capt Justin Eshleman (Bio TBD) - Enhancing the Thermal Performance of Temporary Fabric Structures for Advanced Energy Efficient Shelter System

Please welcome Capt Eshleman!

Question/Answer Period

Present Kittyhawk Post Coin to Speaker (Jim Levy) {PHOTO}

12:55 Final Announcements: (Jim Levy)

Our March program will be our joint meeting with ASCE of which the details will be posted to the SAME Post website ahead of the March 9th luncheon. (*Speakers/format being developed*).

50/50 Yellow Ribbon drawing (Jeff Leonard)

Thank the Dignam-Whitmore American Legion Post 526 staff.

Please note the next SAME luncheon will be held on March 9th here at the American Legion. Mark your calendars accordingly and watch our website for program details.

You can register for the lunch via our website: <http://www.samekittyhawkpost.org/>

Reminder: if you need to pay for lunch or did not sign in when you arrived, please see Pete Battaglia.

Reminder: if you're not a member, but would like to be, please see Joe DiMisa!

January	February	March
<p>January 20 - Nomination for National Awards Deadline</p> <p>All Individual Memberships Need Renewed Renew Post Office Box (Treasurer)</p> <p>Annual insurance renewal and provide update to 88 ABW Private Organization Office (Secretary)</p> <p>Collect volunteer hour reporting requirements for Annual Financial Report (Treasurer)</p> <p>Read Anti-Trust Statement at Membership Luncheon (Secretary)</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>Young Member Hosted Luncheon</p> <p>Collect volunteer hour reporting requirements for Annual Financial Report (Treasurer)</p> <p>TechFest – 18-19 February 2017</p>	<p>Last 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 mid-March</p>
April	May	June
<p>Science Fair winners presented at membership meeting</p> <p>Executive Board Election by members</p> <p>Social Event - Dragons' Game (2017 ONLY)</p> <p>Deadline to submit USAF application to the camp registrar mid-April</p>	<p>SM Dues paid by EFT</p> <p>Deadline for Posts to submit Navy Camp Applications to Camp Registrar mid-May</p> <p>Preferred Transition of Post Leaders; new Board of Direction takes office -- Change submitted by Secretary w/in 30 days to National & WPAFB Private Organization Office</p> <p>National JETC held in May</p> <p>Scholarship winners presented at membership meeting</p>	<p>Scholarship winners presented at membership meeting</p> <p>Review and vote on By-laws (at least every two years) (Secretary)</p> <p>Young Member led meeting</p> <p>Industry Day</p>

<p style="text-align: center;">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>SAME Camper presentation</p>	<p style="text-align: center;">September</p> <p>1 Sep - Fellows Nominations due to HQ</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>Membership Presentation to Incoming AFIT Students</p>
<p style="text-align: center;">October</p> <p>October 1 - Student Chapter Annual Status Report due to meet 1B criteria for Outreach and Communication streamer</p> <p>Renew Installation Usage Approval with 88 ABW Private Organization Office (Secretary)</p> <p>Round Table Event</p> <p>Visit Monthly Luncheon Fees</p>	<p style="text-align: center;">November</p> <p>SM Dues paid by EFT</p> <p>Nov 24 - Deadline for committee chairs to submit the next calendar year Post budget items to Treasurer</p>	<p style="text-align: center;">December</p> <p>1st Thursday – Board Meeting & Holiday Social</p> <p>2nd Thursday - No Luncheon</p>

SAME E-NEWSLETTER ARTICLE GUIDELINE						
TOPIC	COMMITTEE	MONTH	AUTHOR	POST ON WEBSITE (Y/N)?	EXTERNAL PRESS RELEASE (Y/N)?	COMMENTS
FEBRUARY						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Jesse Lantz / Capt Phillip Ramsey	Y	N	
Scholarship announcement	Education	Dec-Mar	Tom Kolber	Y	Y	
Scholarship donation solicitation	Education	Dec-Mar	Tom Kolber	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Mike Howe	Y	N	
Monthly Program Announcement	Programs	Monthly	Amir Mott	Y	TBD	Twice a Month
New Sustaining Firm Membership Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
Spring Social Event (March Madness)	Social	Feb - Mar	Dave Perkins	Y		
Tech Fest	Affiliates Societies		Drew Titone			
Where Are They Now: Past Member	Communications	Feb	TBD based upon member highlighted	Y		
MARCH						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Jesse Lantz / Capt Phillip Ramsey	Y	N	
Scholarship announcement	Education	Dec-Mar	Tom Kolber	Y	Y	
Scholarship donation solicitation	Education	Dec-Mar	Tom Kolber	Y	N	
Golf Outing - Call for Sponsors	Golf	March-July	Alan Hautman	Y	N	
Industry Day	Industry Affairs		Scott Porter	Y	Y	
Construction Camp Applications	K-12 Outreach	March - May	Jim Levy	Y	Y	
Field Trip Firm Visits	K-12 Outreach	March-Apr	Jim Levy	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
Sustaining Firm Highlight	Sustaining Members	March	Michael Chapman	Y		
President's Corner	President	Every	Mike Howe	Y	N	
Monthly Program Announcement	Programs	Monthly	Amir Mott	Y	TBD	Twice a Month
Streamer Announcement	Streamers/Award	March	Gordon Taylor	Y	N	
New Sustaining Firm Membership Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
Spring Social Event (March Madness)	Social	Feb - Mar	Dave Perkins	Y		
APRIL						
Election Info	1st Director	Apr - Jun	Ken Stegall	Y	N	
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Jesse Lantz / Capt Phillip Ramsey	Y	N	
Industry Day	Industry Affairs		Scott Porter	Y	Y	
GEM Award Winner	Education	April	Tom Kolber	Y	N	Maybe external press release
Science Fair Winners	Education	April	Tom Kolber	Y	Y	
Golf Outing - Call for Sponsors	Golf	March-July	Dave Perkins	Y	N	
Field Trip Firm Visits	K-12 Outreach	March-Apr	Jim Levy	Y	N	
Construction Camp Applications	K-12 Outreach	March - May	Jim Levy	Y	Y	
Where Are They Now: Past Camper	K-12 Outreach	April	Jim Levy	Y		
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Mike Howe	Y	N	
Monthly Program Announcement	Programs	Monthly	Amir Mott	Y	TBD	Twice a Month
Summer Social - Dragons Game	Social	Apr-May	Dave Perkins	Y	N	
New Sustaining Firm Membership Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
AS NEEDED / TBD						
	College Outreach	As Needed	Joe Piechota			
	Post Small Business Liaison Officer	As Needed	Scott Porter			
	Emergency Preparedness & Infrastructure Resilience (EP&IR)	As Needed	Jon Wheeler			
Small Business Roundtable	Small Biz	1-60 Days B4 Event	Scott Porter	Y	Y	
Young Member Activities	YM Chair	As Needed	Capt Zach Bierhaus	Y	TBD	