

SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

EXECUTIVE BOARD MEETING MINUTES

DATE OF MEETING: 01 June 2017; 11:30 AM – 12:18 PM

LOCATION: Wright-Patt AFB, Area A, Bldg 11

SUBMITTED BY: Chris Scannell, Secretary

ATTENDANCE: See attached roster

NEXT BOARD MEETING: 03 August 2017; 11:30 AM – 1:00 PM (First Thursday)

Call in Number (605) 468-8032 Host Access Code: 722792* Participant Access Code: 722792#
NOTE: THIS IS A NEW NUMBER FROM PREVIOUS MONTHS.

MONTHLY GENERAL

MEMBERSHIP MEETING: 8 June 2017
Richard C. Holbrooke Conference Center
(Hope Hotel, Fairborn, OH)

ITEMS DISCUSSED:

1. **President's Corner (Mr. Jeff Leonard)**
 - Thanks to everyone who supported and participated in the JETC. It was a great event made possible by our volunteers.

2. **Secretary (Maj Chris Scannell / Mr. Joe Pado/Mr. Joe Brink & Mr. Drew Titone assistants)**
 - The minutes from the May Board meeting were approved as presented.
 - Joe Pado has collected all By-Law update inputs and will request they be approved at the 8 Jun monthly membership meeting.

3. **Treasurer (Mr. Pete Battaglia / Ms. Bronnie Kallas)**
 - The JETC golf outing was a success. Noted that the account requires return of the initial deposit, as the final bill was paid in full.
 - Treasurer's Report is attached.

Committee Reports

4. Membership (Mr. Joe DiMisa)

- The following are the current membership numbers:

<u>01 June 2017</u>	
IM's	239
SREPS	223
Total	462
Students	13

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

5. Sustaining Membership (Mr. Michael Chapman)

- Heapy Engineering will present at the Sustaining Member Firm briefer at the June general membership meeting.

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

- The proposed June Membership Luncheon agenda was reviewed (attached below).
- Jeff Leonard will provide the invocation at the Jun luncheon however, the post is in search of members willing to lead an invocation at the start of general member meetings.

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

- 3 additional scholarships will be awarded at the August Luncheon.
- In order to eliminate confusion, the committee has recommended returning to a paper-only application system in 2018 for scholarship applications.

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

- Planning for Industry Day is underway, with a theme of “resiliency”.

9. Small Business (Mr. Jeffery Engram)

Post Small Business Liaison Officer (Mr. Scott Porter)

- NSTR

10. **2017 JETC Wrap-up (Mr. Jeff Todd / Sam Reed)**
 - Final numbers are being collected. The committee will provide a wrap-up when data is available.
11. **Emergency Preparedness & Infrastructure Resilience (EP&IR) (Mr. Jon Wheeler / Maj Michael Spencer)**
 - NSTR
12. **Social (Mr. Dave Perkins / Mr. Robert Blevins)**
 - Currently recruiting sponsors and participants for the July golf outing.
13. **Young Members (Capt Zach Bierhaus / Kelly Hecht / Lauren Anderson / Maj Michael Spencer / Mr. Jim Levy)**
 - An event or volunteer opportunity is under development for an August timeframe.
14. **College Outreach (Mr. Joe Piechota / Mr. Jim Levy)**
 - NSTR
15. **K-12 & STEM Outreach (Col Shawn Moore / Mr. Jim Levy)**
 - The post is sending participants to all three summer engineer camps.
16. **Yellow Ribbon (Ms. Marci Snyder)**
 - No report.
17. **Awards (Mr. Gordon Taylor)**
 - The post received 4 streamers with distinction at JETC
 - The Awards Committee has been in discussions with the Programs Committee to ensure future program content supports criteria needed to compete with SAME National annual awards.
18. **Fellows (Mr. Jeff Todd)**
 - No report.
19. **Affiliates Societies Council (Mr. Drew Titone / Mr. Jim Ryckman)**
 - Affiliates Society Council is accepting nominations for their Outstanding Engineer/Scientist Award. Award will be presented in the Fall.

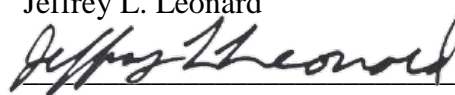
20. **Communications/Public Relations (Capt Jesse Lantz / Capt Philip Ramsey / Mr. Alexander Masters / Mr. Chris Hesse)**
- NSTR
21. **Old Business:**
- None
22. **New Business:**
- The July executive board meeting is cancelled.
 - A proposal to extend a KittyHawk Post Chapter to Cleveland will be discussed at the August executive board meeting.
23. **Post calendar is attached.**
24. **Adjourn: 12:18 PM**

Christopher M. Scannell



Secretary, Kittyhawk Post

Jeffrey L. Leonard



President, Kittyhawk Post

Updated Roster June 2017 SAME Kittyhawk Post Executive Board

Position	Name	Present	Phone	Absent	Phone	Organization	Email
President	Jeff Leonard		X		937-609-6803	AFRL/RQY	jeffrey.leonard@us.af.mil
President Elect	Norm Campbell		X		317-703-6875	Schneider Electric	norm.campbell@schneider-electric.com
Vice-President	Joe DiMisa			X	937-255-6565 x3522	WPAFB - AFIT	joe.dimisa@afit.edu
Secretary	Maj Chris Scannell	X			419- 206-0123	City of Columbus - DPU	christopher.m.scannell@gmail.com
1st Asst Secretary	Joe Pado	X			937-656-0428	WPAFB - AFIMSC	joseph.pado@us.af.mil
2nd Asst Secretary	Joe Brink			X	513-509-1679	Burgess & Niple	joe.brink@burgessniple.com
3rd 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	Atriax Group	bronnies.kallas@atriaxgroup.com
1st Director	Ted Hecht	X			937-543-6920	Heapy Engineering	TJHecht@heapy.com
2nd Director	Nadja Turek		X		937-830-3855	Woolpert	nadja.turek@woolpert.com
3rd Director	Mike Howe	X			937-257-6214	WPAFB – 88 CEG	michael.howe.2@us.af.mil
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 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 Cotelleso			X	937-656-1478	WPAFB - AFIT	paul.cotelleso@us.af.mil
	Drew Titone			X	937-901-1739	Woolpert	drew.titone@woolpert.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.com
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 & STEM	Jim Levy	X			937-656-3381	WPAFB - 88 CEG	james.levy@us.af.mil
Outreach	Col Shawn Moore		X		937-904-0090 (W) 937-269-7644 (C)	WPAFB – AFIMSC, Det 6	shawn.moore@us.af.mil quatromoore@hotmail.com
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
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

TREASURER'S REPORT

June, 2017

Expenses

- Eventbrite fees \$40.38+ \$(9.00) previous months overstated(Golf) = \$40.38
- Eventbrite payment processing fees \$16.11+ \$4.05 (Golf) =\$20.16
- May Lunch \$754.00
- Scholarships \$15,000.00
- Dragons Game \$299.00
- Air Force Camper (Jacob Gaudino) \$580.00
- Marine Camper (Tristan Asher) \$580.00
- Marine Camper Travel \$258.60
- Army Camper (Campbell) \$50.00
- Ohio Charitable Organization Registration \$50.00

Total Expenses \$17,632.14

Income

- Yellow Ribbon \$60.00
- May Lunch \$627.00
- Dragons Game \$645.00
- SM Dues 1st Qtr. \$406.50
- Fisher House From Eventbrite \$2.00
- April Lewis Scholarship From Eventbrite \$
- JETC Golf deposit return \$2,000.00

Income Subtotal \$3,740.50

JETC Golf

Income

Registration = \$15,995.00 (includes mulligans paid w/CC at event)
Cash Mulligans = \$490.00
Sponsors = \$2000.00 (3 Gold 1 Bronze)
Raffle = \$725.00

Total income \$19,210.00

Expenses

Golf fees = \$8890.00
Golf Food = \$4221.48
Prizes = \$1185.12
Signs = \$224.18

Total Expense \$14,520.78

***Net Income Golf* = \$4689.22 (not including EB fees)**

Total Income \$8,429.72

Anticipated

June 2017

Expenses

- Eventbrite
- June Lunch
-

Income

- June Lunch

Other Items:

Account Balances as of 05-31-17

- WP Basic Share account \$1,131.00
- WP Checking Account \$37,847.97
- WP Money Market Fund \$55,554.42
- Cash Box \$500.00



DEDICATED TO THE NATIONAL DEFENSE

THE SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

MEETING AGENDA
SAME – Kittyhawk Post Meeting
8 June 2017

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

11:45 Welcome to this meeting of the Society of American Military Engineers. (Norm Campbell)

Pledge of Allegiance (Jeff Leonard)

Invocation (Jeff Leonard)

Comments to be seated (Jeff Leonard)

Recognize Distinguished Guests – Head Table (Jeff Leonard)

12:00 Start releasing tables two at a time!

12:15 **SAME Announcements:** (Jeff Leonard)

- Local Post Golf Outing 21 July (Dave Perkins)
- JETC Recap (Col Todd)
- Streamers (Jeff Leonard)
- Industry Day, Oct 12 – Call for Speakers (Ken Stegall/Scott Porter)
- By-laws (Joe Pado)
- **President Award (Mike Howe)**

12:25 **Sustaining Member Firm Highlight:**

Ted Hecht, Project Manager at Heapy Engineering

12:35 **Featured Speaker:** (Norm Campbell takes over from Jeff Leonard)

Jacob King is the Fire Chief at Wright Patterson Air Force Base, one of the largest in the world, and is responsible for responding to emergencies involving structural fires, aircraft emergencies, hazardous materials spill, and leaks, confined space rescues, weapons of mass destruction emergencies, natural

disasters and medical emergencies. Wright Patterson AFB is also one of the largest military communities in the world, covering 8,145 acres with a daily population of over 50,000. The fire department is responsible for providing coverage for 3,490 buildings and housing units, with assets and aircraft valued at over 1.5 trillion dollars. As incident commander, Chief King responds to fire and hazardous material emergencies, while managing a department of 91 personnel and three fire stations. He ensures all firefighters meet or exceed the training and certification requirements of the Air Force, the Department of Defense, and the National Fire Protection Association.

Please welcome Chief King!

Question/Answer Period

Present Kittyhawk Post Coin to Speakers (Norm Campbell) **{PHOTO}**

12:55 Final Announcements: (Norm Campbell)

There will be no July lunch program due to the golf outing on July 21st. Our next Luncheon will be here at Hope Hotel on August 10. Lt Col Brezina will be presenting on Rickenbacker.

50/50 Yellow Ribbon drawing (Marci Snyder)

Thank the Hope Hotel staff.

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

Registration for luncheons is always on our website: <http://www.samekittyhawkpost.org/>

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

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
JUNE						
Election Info	1st Director	Apr - Jun	Ted Hecht	Y	N	
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Phillip Ramsey	Y	N	
Golf Outing - Call for Sponsors	Golf	March-July	Dave Perkins/ Robert Blevins	Y	N	
Golf Outing - Golf Team Registration	Golf	May-July	Dave Perkins/ Robert Blevins	Y	Y	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Jeff Leonard	Y	N	
Monthly Program Announcement	Programs	Monthly	Amir Mott	Y	TBD	Twice a Month
By-Laws Approval	Secretary	May-Jun	Chris Scannell	Y	N	Every other year, 2015, 2017, etc.
Where Are They Now: Past Scholarship Winner	Scholarship	June	Tom Kolber	Y		
New Sustaining Firm Membership Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
Renewal of WPAFB Private Organization Permit - Required Notification to Members	Secretary	Annual	Chris Scannell	Y	N	
JULY						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Phillip Ramsey	Y	N	
Scholarship Winners	Education	July	Tom Kolber	Y	Y	
Fellows Nominations	Fellows	July-Aug	Jeff Todd	Y	N	
Golf Outing - Wrap-up & Thank You Article	Golf	July	Dave Perkins/ Robert Blevins	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Jeff Leonard	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	
Board Member Highlight	Communications	July	Capt Phillip Ramsey	Y		
AUGUST						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Phillip Ramsey	Y	N	
Fellows Nominations	Fellows	July-Aug	Jeff Todd	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Jeff Leonard	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	
Where Are They Now: Past Member	Communications	TBD	TBD based upon member highlighted	Y		