

SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

EXECUTIVE BOARD MEETING MINUTES

DATE OF MEETING: 07 June 2018; 11:30 AM – 12:55 PM

LOCATION: Wright-Patterson AFB (Area A), Bldg 11

SUBMITTED BY: Chris Scannell, Secretary

ATTENDANCE: See attached roster

NEXT BOARD MEETING: 02 August 2018; 11:30 AM -1:00 PM (First Thursday)

Call in Number (605) 468-8032 Host Access Code: 722792* Participant Access Code: 722792#

Location: WPAFB, Building 11

MONTHLY GENERAL

MEMBERSHIP MEETING: 14 June 2018
Hope Hotel & Richard C Holbrooke Conference Center
10823 Chidlaw Rd
Wright-Patterson AFB, OH

ITEMS DISCUSSED:

1. **President's Corner (Mr. Norm Campbell)**
 - Kittyhawk was well represented at the JETC, and it proved to be an outstanding event as usual. Thanks to those in attendance.

2. **Secretary (Maj Chris Scannell / Mr. Joe Pado / Mr. Drew Titone)**
 - The minutes from the May board meeting were approved.
 - Chris will send out an updated exec board roster and distribution list following the change-over of officers.

3. **Treasurer (Mr. Pete Battaglia / Ms. Bronnie Kallas)**
 - The Treasurer's report for May was presented and approved (attached).

Committee Reports

4. Membership (Mr. Joe DiMisa / Mr. Buddy Stanford)

- The following are the current membership numbers:

<u>01 June 2018</u>	
IM's	243
SREPS	229
Total	472
Students	18

The 2018 Goal is 481 total members (451 is threshold to be considered Large Post)

5. Sustaining Membership (Mr. Michael Chapman)

- The sustaining member brief for June will be moved to August due to time constraints with the Industry Day luncheon.

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

- The June General Membership Meeting agenda was discussed.
- Coins are now available for whenever needed.

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

- 7 scholarships will be awarded at the June luncheon.

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

- The Industry Day plan is set and speakers are confirmed.
- An advertisement with details will be included in the June members newsletter.
- Following this Industry Day, Scott Porter is looking for a volunteer to take over the event so that he can focus on the small business committee.

9. Small Business (Mr. Scott Porter) Post Small Business Liaison Officer (Mr. Scott Porter)

- Volunteers are requested to re-energize this committee.

10. Emergency Preparedness & Infrastructure Resilience (EP&IR) (Mr. Jon Wheeler / Ms. Penny Rike / Mr. Michael Backers)

- No report.

11. **Social (Mr. Robert Blevins / Mr. Ted Hecht)**
 - The golf outing on July 13, 2018 is in need of sponsors.

12. **Young Members (Mr. Jim Levy)**
 - No report.

13. **College Outreach (Mr. Joe Piechota / Mr. Jim Levy / Tay Johannes)**
 - No Report

14. **K-12 & STEM Outreach (Col Shawn Moore / Capt Brendan Maestas / Mr. Chris Abell)**
 - Nadja Turek has requested post funding to support the camp mentor program.
 - A motion to approve \$300 to send a STEM teacher to the Colorado Springs camp was approved.

15. **Yellow Ribbon (Ms. Marci Snyder / Mr. Buddy Stanford)**
 - Packages have been sent to all addresses on hand. Additional addresses for deployed service members are requested.

16. **Awards (Mr. Gordon Taylor)**
 - NSTR

17. **Fellows (Mr. Jeff Todd)**
 - New criteria is being developed as to how fellows will be selected, focusing on future potential vice past performance.

18. **Affiliates Societies Council (Mr. Drew Titone / Mr. Jim Ryckman)**
 - There is a meeting planned to discuss the future plans to transition Tech Fest to a different organization due to a loss of funding to ASC.

19. **Communications/Public Relations (Capt Philip Ramsey / Maj Christopher Scannell / Mr. Chris Hesse)**
 - Maj Scannell has taken over responsibility for the monthly newsletter. Please send all information to be included to him.

20. Old Business:

- NSTR

21. New Business:

- The Post will send Norm Campbell and Chris Scannell to the Post Leader's Workshop in August.

22. Post calendar is attached.

23. Adjourn: 12:55 PM

Christopher M. Scannell



Secretary, Kittyhawk Post

Norm P. Campbell



President, Kittyhawk Post

TREASURER'S REPORT

June, 2018

Expenses

- Eventbrite fees May Lunch= \$79.09
- Eventbrite payment processing fees (May Lunch) = \$31.92
- May Lunch \$1,031.14
- President's Award Plaque \$26.81
- Scholarships \$3,500.00 (Grace O., Lauren W., Brett W.)
- Camper (Alan Stucker) Air Fare Reimbursement \$115.40

Total Expenses \$4784.36

Income

- Yellow Ribbon \$62.00
- May Lunch revenue \$1,178.50
- Fisher House From Eventbrite \$20.00
- April Lewis Scholarship From Eventbrite \$10.00
- Scholarships \$1000.00 AE Prime

Total Income \$2,370.50

Anticipated

June 2018

Expenses

Industry Day

Income

Industry Day

Other Items:

Account Balances as of 05-31-18

- WP Basic Share account \$1,229.17
- WP Checking Account \$16,574.74
- WP Money Market Fund \$100,185.48
- Cash Box \$500.00



DEDICATED TO THE NATIONAL DEFENSE

THE SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

MEETING AGENDA
SAME – Kittyhawk Post Meeting
14 June 2018
Hope Hotel and Conference Center, WPAFB

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 (Norm Campbell)

Invocation (Jeff Leonard)

Comments to be seated (Norm Campbell)

Recognize Distinguished Guests – Head Table (Norm Campbell)

Suggest guests start eating salads (Norm Campbell)

11:55 Announcements:

SAME

- Industry Day...
- Golf Outing – save the date (July 13) and soliciting sponsors (Jeff Leonard)
-
-
-

12:10 Scholarships (Nadja Turek) {PHOTO}

- April Lewis scholarship (presented by Norm Campbell)
 - Brett Wedding
- Named scholarships
 - Turek Family: Lauran Wyant
 - Post Scholarship/Prime AE: Grace Ojala

12:15 Sustaining Member Firm Highlight: TBD

12:20 Special Guest: Colonel Marvin Fisher, LEED AP, FSAME, USAF (Retired), National President, SAME (Norm Campbell)

Mr. Fisher is the National President of the Society of American Military Engineers. He has held numerous positions and served in various capacities within SAME to include: SAME National Board Chair-Education and Training Committee, SAME National Vice President and President-Elect.

Mr. Fisher currently serves as the Chief Strategy Officer for Farnsworth Group and is responsible for national strategic development planning, client management programs, business development through marketplace and geographic expansion within various market sectors. He also leads the development of training programs under the newly formed corporate university (FGInstitute). Mr. Fisher works with other company Principals across 21 offices in 9 states to expand company services to local, regional and national clients.

Prior to his private sector career, Mr. Fisher served 25 years as an officer in the United States Air Force (USAF), retiring as a Colonel in May 2006.

12:35 Featured Speaker: Honorable Rick Perales, State Representative, 73rd District (Norm Campbell)

State Representative Rick Perales is a Republican member of the Ohio State House of Representatives, serving his third term representing the 73rd district. He was elected in 2012, and is seeking reelection to a fourth term this year. Before joining the Ohio House of Representatives, Perales served as Mayor of the city of Beavercreek, Ohio, and as Commissioner of Greene County.

He has also served as the Executive Director of Facilities Management at the University of Dayton and prior to that served in the US Air Force, culminating his military career in 1997 as the Commander of the 788th Civil Engineer Squadron at Wright Patterson AFB.

Representative Perales earned a Bachelor of Science degree in Building Construction from Auburn University, and a Master of Science degree in International Relations from Troy State

Please welcome Honorable Rick Perales!

Question/Answer Period

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

12:55 Final Announcements: (Norm Campbell)

Our next Luncheon will be here at Hope Hotel on July 12th. The guest speaker is currently being finalized and will be posted on the Kittyhawk Post website and Eventbrite web page. Notification will also be sent out via e-mail to those subscribed to receive our newsletter.

50/50 Yellow Ribbon drawing (Marci Snyder)

Thank the Hope Hotel staff.

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

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

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

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>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>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 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>Industry Day</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 GUIDLINE						
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	Robert Blevins	Y	N	
Golf Outing - Golf Team Registration	Golf	May-July	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		

SAME Kittyhawk Post Executive Board

Updated June 2018

(note that duplicate names appear in gray)

Position	Name	Present	Phone	Absent	Phone	Organization	Email
President	Norm Campbell		X		317-476-7368	Engie Services	norm.campbell@engie.com
President Elect	Joe DiMisa		X		937-255-6565 x3522	WPAFB - AFIT	joe.dimisa@afit.edu
Vice-President	Joe Brink	X			513-509-1679	Burgess & Niple	joe.brink@burgessniple.com
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 - AFLCMC/EZV	joseph.pado@us.af.mil
2nd Asst Secretary	Drew Titone			X	937-901-1739	Woolpert	drew.titone@gmail.com
Treasurer	Pete Battaglia	X			614-563-3542	LJB	PBattaglia@ljbinc.com
Asst. Treasurer	Bronnie Kallas		X		316-518-7952	Atriax Group	bronnie.kallas@atriaxgroup.com
1st Director	Nadja Turek	X			937-830-3855	Woolpert	nadja.turek@woolpert.com
2nd Director	Mike Howe			X	937-657-7506	WPAFB – 88 CEG	michael.howe.2@us.af.mil
3rd Director	Jeff Leonard		X		937-609-6803	AFRL/RQY	jeffrey.leonard@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 x3549	WPAFB - AFIT	teri.french.1@us.af.mil French.Teri@gmail.com
	Jeff Leonard						
	Nadja Turek						
Communications	Capt Philip Ramsey	X			814-207-5044	WPAFB - AFIT	philip.ramsey@afit.edu
Co-Chair	Maj Chris Scannell						
Public Relations	Chris Hesse			X	937-255-1695	AFRL/RZOE	chris.hesse@us.af.mil
Education	Nadja Turek						
Co-Chair	Tom Kolber			X	937-438-9738	Retired	tjkolber@aol.com
Co-Chair	Col Paul Cotelleso			X	937-656-1478	WPAFB - AFIT	paul.cotelleso@us.af.mil
	Drew Titone						

Industry Affairs	Scott Porter		X		614-443-1178 x231	Dynamix Engineering, Ltd.	sporter@dynamix-ltd.com
	Joe Brink						
	Norm Campbell						
	Ken Stegall	X					kstegall@cms-corporation.com
	John Koerner			X		Retired	jabkoerner@aol.com
Small Business	Scott Porter						
Post Small Business Liaison Officer	Scott Porter						
Awards	Gordon Taylor			X	937-938-3747	WPAFB – AFLCMC/EZV	gordon.taylor.5@us.af.mil
Membership	Joe DiMisa						
	Buddy Stanford	X				Tnemic	bstanford@tnemec.com
Sustaining Members	Michael Chapman		X		513-841-3084	Emersion Design	michael.chapman@emersiondesign.com
EP&IR	Jon Wheeler			X	937-239-5982	Booz Allen Hamilton	wheeler_jon@bah.com
	Penny Rike			X	937-825-8363	LJB Inc	prike@ljbinc.com
	Michael Backers			X			mbackers@patrioteng.com
Social	Robert Blevins			X	937-257-2764	88 CEG	robblevins@gmail.com
	Ted Hecht	X					
Young Members							
K-12 & STEM Outreach	Capt Brendan Maestas			X	937-255-5654 ext 3592	AFIT CE School	Brendan.maestas@afit.edu
	Chris Abell		X			Mechanical Systems of Dayton	cabell@msdinc.net
	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						
Co-Chair	Jim Ryckman			X	937-904-3801	WPAFB - AFLCMC/EZV	s.ryckman@us.af.mil
Yellow Ribbon	Marci Snyder			X	937-307-5620	Dynatest	msnyder@dynatest.com
	Buddy Stanford						
College Outreach	Joe Piechota			X	937-904-1183	WPAFB – 88 CEG	joseph.piechota@us.af.mil
Co-Chair	Jim Levy	X					
	Dr. Tay Johannes			X	785-5654 x3539	WPAFB - AFIT	tay.johannes@afit.edu
Fellows	Jeffrey Todd			X	937-901-7089	AFLCMC	jeffreymtodd3@gmail.com

Please send updates to:
christopher.m.scannell@gmail.com