

SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

EXECUTIVE BOARD MEETING MINUTES

DATE OF MEETING: 06 September 2018; 11:30 AM – 1:05 PM

LOCATION: WPAFB, Building 11

SUBMITTED BY: Chris Scannell, Secretary

ATTENDANCE: See attached roster

NEXT BOARD MEETING: 04 Oct 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: 13 September 2018
Hope Hotel & Richard C Holbrooke Conference Center
10823 Chidlaw Rd
Wright-Patterson AFB, OH

ITEMS DISCUSSED:

1. **President's Corner (Mr. Norm Campbell)**
 - The new post website from SAME National should be ready to try out by the end of the week. It will include calendar integration with SAME national as well as other posts.
 - An ad-hoc committee has proposed a re-organized Post committee structure. This will require a change to the bylaws so the target implementation date is January 1. Nadja will send back out the proposed structure.

2. **Secretary (Maj Chris Scannell / Mr. Joe Pado / Mr. Drew Titone)**
 - The Google Group for the Kittyhawk Post exec board seems to be functioning well. If anyone else wants to have administrative rights to add and delete members, please email Chris.
 - Minutes for the August meeting were reviewed and approved.
 - The Secretary is responsible for editing the bylaws to accommodate the new committee structure.
 - Meeting minutes should be taken a member meeting once every two years for the base private organization office's records. This should take place within the next few months.

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

Committee Reports

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

- The following are the current membership numbers:

3 Sept 2018

IM's	237
SREPS	246
Total	483
Students	21

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

- Buddy is working on membership pins, which should be handed out at the October meeting.

5. Sustaining Membership (Mr. Michael Chapman)

- The SM speaker for September 13th will be emailed out prior to the event.

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

- The proposed industry day event in October is facing legal hurdle and unlikely to happen.
- The September General Membership Meeting agenda was discussed.
- The holiday party will be 6 Demeber.

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

- All scholarships for 2018 have been awarded.

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

- The committee is accepting theme ideas for next year's industry day. Email Scott.

9. Small Business (Mr. Scott Porter)

Post Small Business Liaison Officer (Mr. Scott Porter)

- Advertisement for attendees to Small Business Conference is needed.

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

- Jon Wheeler is requesting that anyone with knowledge of bases exercises involving EP&IR contact him with details.

11. **Social (Mr. Robert Blevins / Mr. Ted Hecht)**
 - Another sporting clays event is being planned.
 - The Holiday party will be 6 December at Dayton Beer Co.

12. **Young Members (Capt Gemma Fiduk)**
 - A reminder that the February luncheon will be by YM led, so plan accordingly.

13. **College Outreach (Tay Johannes)**
 - Plans are underway to engage with the University of Dayton and Wright State University.
 - College outreach will focus on providing tours and promoting internship opportunities.

14. **K-12 & STEM Outreach (Shawn Moore / Capt Brendan Maestas / Mr. Chris Abell)**
 - There is an October 10th field trip planned to the WWT plant.
 - The committee is looking for more ideas and locations for interesting student events.

15. **Yellow Ribbon (Ms. Marci Snyder / Mr. Buddy Stanford)**
 - There was a propose to use yellow ribbon funds to purchase items for Dayton Children's Hospital.

16. **Awards (Mr. Gordon Taylor)**
 - Streamer write-up requirements were discussed.
 - Gordon will provide a list of individuals responsible for each streamer.

17. **Fellows (Mr. Jeff Todd)**
 - NSTR.

18. **Affiliates Societies Council (Mr. Drew Titone / Mr. Jim Ryckman)**
 - No report.

19. **Communications/Public Relations (Capt Philip Ramsey / Maj Christopher Scannell / Mr. Chris Hesse)**
 - The committee will develop and implement a new battle rhythm for the distribution of the newsletter, reports, and announcements.

20. **Old Business:**

- None

21. New Business:

- Chris Scannell provided a report on the Post Leader's Workshop.

22. Post calendar is attached.

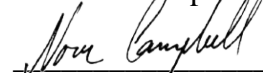
23. Adjourn: 1:05 PM

Christopher M. Scannell



Secretary, Kittyhawk Post

Norm P. Campbell



President, Kittyhawk Post

TREASURER'S REPORT

September, 2018

Expenses

- Eventbrite fees August = \$64.95
- Eventbrite payment processing fees August = \$25.50
- August Luncheon \$808.20
- Scholarships: Ryan DiMisa \$1,000.00; Emery Monnig \$1,500.00

Total Expenses \$3,398.65

Income

- Yellow Ribbon \$46.00
- August Lunch \$998.00
- Post Dues from National \$941.17
- Fisher House From Eventbrite \$4.00
- April Lewis Scholarship From Eventbrite \$

Total Income \$1,989.17

Anticipated

September 2018

Expenses

Lunch

Income

Lunch

Other Items:

Account Balances as of 08-31-18

- WP Basic Share account \$1,229.41
- WP Checking Account \$13,450.85
- WP Money Market Fund \$101,859.87
- Cash Box \$500.00



DEDICATED TO THE NATIONAL DEFENSE

THE SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

MEETING AGENDA
SAME – Kittyhawk Post Meeting
13 September 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)

12:15 Announcements:

- Holiday Party (Ted Hecht)
- Board Reorg & Voting on By-Laws (Norm Campbell)
- Yellow Ribbon Care Packages for Airmen Overseas (Jeff Leonard / Marci Snyder)

12:20 Sustaining Member Firm Highlight: Rebecca Knolle, Woolpert

12:25 Featured Speaker: William (Bill) Brockenborough, PE, Senior Vice President, ENGIE (Norm Campbell)

Bill Brockenborough is Senior Vice President, Asset Monetization at ENGIE Services US. His responsibilities include structuring deals for third-party ownership of energy systems assets for ESUS's customers. Prior to ENGIE, Bill worked at Bloom Energy, where he managed over \$1 billion of fuel cell assets in tax-equity partnerships providing PPA structures to Bloom's customers. Prior to Bloom, Bill managed a \$250 million P&L as the head of Western US operations for Chevron Energy Solutions. He

has a 30-year career in energy project engineering, development, construction, and finance. Bill holds a Bachelor of Science degree in Electrical Engineering from Stanford University.

Please welcome Bill Brockenborough!

Brief Question/Answer Period

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

12:50 Final Announcements: (Norm Campbell)

Our October 11th Luncheon Program will be back here at the Hope Hotel. The featured speaker is be finalized and will be announced in the coming days. Program details 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 (Jeff Leonard / 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>Years of membership pin 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 GUIDELINE						
TOPIC	COMMITTEE	MONTH	AUTHOR	POST ON WEBSITE (Y/N)?	EXTERNAL PRESS RELEASE (Y/N)?	COMMENTS
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	Norm Campbell	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		
SEPTEMBER						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Phillip Ramsey	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Norm Campbell	Y	N	
Monthly Program Announcement	Programs	Monthly	Amir Mott	Y	TBD	Twice a Month
Fall Social - Wine/Beer Tasting	Social	Sept-Oct	Robert Blevins	Y	N	
New Sustaining Firm Membership Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
Sustaining Firm Highlight	Sustaining Members	Sept	Michael Chapman	Y		
OCTOBER						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Phillip Ramsey	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Norm Campbell	Y	N	
Monthly Program Announcement	Programs	Monthly	Amir Mott	Y	TBD	Twice a Month
Fall Social - Wine/Beer Tasting	Social	Sept-Oct	Robert Blevins	Y	N	
New Sustaining Firm Membership Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
Yellow Ribbon / Holiday Outreach	Yellow Ribbon	As Needed	Marci Snyder	Y		
Where Are They Now: Past Camper	K-12 Outreach	October	Jim Levy	Y		
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	TBD	Y	TBD	

SAME Kittyhawk Post Executive Board

Updated August 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
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	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 Evan Dicks	X				AFIT CE School	evan.dicks.2@us.af.mil
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
	Michael Backers			X			mbackers@patrioteng.com
Social	Robert Blevins			X	937-257-2764	88 CEG	robblevins@gmail.com
	Ted Hecht	X			937-543-6920	Heapy Engineering	tjhecht@heapy.com
	Joe Bissaillon			X		Woolpert	joe.bissaillon@woolpert.com
Young Members	Capt Gemma Fiduk	X			609-649-3686	AFIT CE School	gemma.fiduk@afit.edu
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
	Shawn Moore			X	937-831-4115	Woolpert	Shawn.Moore@Woolpert.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	Dr. Tay Johannes		X		785-5654 x3539	WPAFB - AFIT	tay.johannes@afit.edu
Co-Chair	Capt Jesse Lantz	X				AFIT CE School	jesse.lantz@afit.edu
Fellows	Jeffrey Todd			X	937-901-7089	AFLCMC	jeffreymtodd3@gmail.com

Please send updates to:

christopher.m.scannell@gmail.com