



Chapter Business Meeting Minutes  
April 1, 2011  
2011 OW/WA APWA Joint Conference  
Hilton Hotel & Convention Center  
Vancouver, Washington

Meeting was called to order at 8:06 am.

**Board Meeting Attendance:**

Mary Meloy	Consultant	President
Mark Schoening	City of Eugene	President-Elect
Peggy Keppler	City of Eugene	Past-President
Terry Song	HNTB	Treasurer
Bob Patterson	City of Pendleton	Secretary
Stephanie Reid	City of Lincoln City	National Delegate-elect
Delora Kerber	City of Wilsonville	Director
Elizabeth Papadopoulos	TriMet	Director
Marty Andersen	ODOT	Director
Todd Watkins	Washington County	Director
Russ Thomas	City of Newburg	Director
Paul Shirey	City of Milwaukie	Director

**Chapter attendance:**

All members present.

**Introductions – Mary Meloy**

Mary asked for introductions to be made by the executive officers. It was noted that Stephanie provided a gavel to Mary to help with keeping order at the meetings.

**Minutes – Bob Patterson:**

Bob presented and reviewed the Chapter business meeting minutes from October 2010 using the computer projector instead of hard copy distribution. The last Chapter business meeting was conducted in Pendleton at the Fall Conference. No corrections were noted.

*Motion was made to approve last Chapter meeting minutes; then seconded; and then approved.*

**Treasurer's Report – Terry Song:**

Terry discussed the current status of the budget. He mentioned the 2011 revenue and expenses are budgeted at about \$264,000. About \$40,000 is in the money market account. Terry and Mark are working on money market investment opportunities with the possibility of increasing the money market account to over \$80,000.

He noted in the expense line items that \$6,000 is budgeted for community outreach. Terry conveyed the Chapter remains financially healthy – money is in the bank to cover expenses.

*Motion was made to accept the Treasurer's report; it was then seconded; and then approved.*

**National Delegate Report – Stephanie Reid:**

Stephanie provided a brief National Delegate report for the good of the order. National is short on revenue and has dipped into reserves. District 9 meeting will be from 9 am to 4 pm. At the Fall Conference, she will provide a report on the House of Delegates and District 9 meetings.

*ACTION ITEM: POST MINUTES FROM THE HOUSE OF DELEGATES AND DISTRICT 9 MEETINGS ON THE WEBSITE (Peggy Keppler to oversee – Eric Jones conveyed that it could be done.).*

Doug, District 9 Director, plugged National Congress in Denver. Mary shared a story of Rob's haircut with the group.

**Community Outreach – Eric Jones:**

Eric mentioned grants are available and not being taken advantage of by our membership. Mark mentioned articles in the newsletter pertaining to Math Counts, Public Works day @ Washington County, membership for Barb, and providing additional funds for attendees to Public Works Leadership Institute. Eric hasn't received applications and is actively promoting grants. He will be placing his presentation on the web with the point to inform the Chapter members.

**Joint Spring 2011 Conference with Washington Chapter – Delora Kerber:**

Delora conveyed there are 500 delegates, 120 exhibitors, and 5 scholarship attendees in attendance. Delegate attendance had to be capped due to logistics related to the conference facilities. Last joint conference was done 5-years ago. More Oregon members need to attend.

Delora recognized Mark for putting the program together and Angie Sousa for the 1<sup>st</sup> Timer program.

**Fall 2011 Conference – Mark Schoening:**

Mark explained that the Fall Conference will be held at Eagle Crest near Redmond. Slogan will be "Ride for the Brand." The dates for the conference are October 18<sup>th</sup> – 21<sup>st</sup>. Cameo will be utilized to run the conference. Question arose about payment on their behalf. Mark responded that it will be based on percentage of registration and that he will provide more information in the future to the Board.

**Spring 2012 Conference – Peggy Keppler:**

Peggy mentioned the conference will return to Valley River Inn in Eugene on April 17<sup>th</sup> – 20<sup>th</sup>.

**Fall 2012 Conference – Gregg Weston:**

Gregg and Terry Chamberlain have a contract ready to be signed for Salishan for October 2<sup>nd</sup> – 5<sup>th</sup>. Terry will get the contract to Mary for signature. Chapter was last there in 2005 and Lincoln City will host again.

**Future Conferences – Terry Chamberlain:**

Terry is exploring Hood River and Medford for potential conference locations. A joint conference with OEMA will likely be held in Fall 2014 at Pendleton.

**Committee Reports:**

Gordon M. discussed the current work by the Awards Committee. It is time to start submitting applications for project of the year. Awards Committee will be adding Historic and Emergency categories for consideration. Other awards are: Sustainability; Everyday Hero; Young Leader; Special Service; Bowes; and PACE. We were just eligible for PACE award. He is working on more outreach and working with ODOT.

Eric J. briefly touched base on E-APWA and Publicity. He is working on keeping email current.

Les M. reported on Emergency Management and that a number of folks submitted conference ideas to him. He is planning to have four presenters at the Fall Conference; Debris Management – how to put together information for FEMA; Urban Search and Rescue – discuss an earthquake exercise in Seattle; ORWARN – explain the network and discuss Incident Command System; and Emergency Action Planning – how to complete the template for levee owners. National Emergency Management is meeting at the Joint Conference with a focus on awards. He will work with OEMA on the joint conference in 2014.

Elizabeth P. touched on the Historical Committee. She explained that they have three members now on the committee.

Barbara B. provided a rundown on Membership. She mentioned 784 members are in Oregon. 1315 members are in Washington. National extended the \$70 1<sup>st</sup> year membership fee program. She was happy to report 1<sup>st</sup> Timers and the Mentors connected at the conference.

Eric J. provided a brief report on Scholarships. He mentioned applications go out to ten colleges and that 5 scholarship recipients are in attendance at the conference.

Paul K. discussed Standards & Specifications. He explained that Dale is leading the effort at ODOT to keep them fresh and up to date. The next major update is probably delayed due to budget issues at the State level.

Ken S. mentioned that he and Tim are co-chairs of the Transportation Committee. They are active in providing luncheon topics and technical sessions for conferences. Eight to twelve folks attend their meetings regularly.

Russ T. touched on One Call. He has partnered with Utility Locate Center to bring locate trainer in for statewide classes. They have completed six classes and have two more to do. Focus is on certifying locators.

Kevin T. provided an overview of Water Resource activities. Every month they have an event scheduled. They are placing information on National's website; worked with ODOT on a stormwater program; Clackamas County on stormwater BMP sizing tool; in May, provide annual stormwater tour – Clark County; and provide contact information to interested folks.

Paul K. stepped in to talk about the Luncheon program. Luncheon meetings are held once per month in Eugene on even numbered months and Portland on odd numbered months. They have up to 40 folks with the main focus to network between attendees. He conveyed that this is a great extension for the Chapter.

**Good of the Order – Mary Meloy:**

Todd W. provided a reminder that the National Sustainability Conference will be held in June in Portland, Oregon. Oregon Chapter has speaker in the wings to fill in should they be needed. Dates are June 27<sup>th</sup> – 29<sup>th</sup>.

Ron P. provided a quick update on Math Counts. 800 middle school students from across the state participated. 61 finalists attended March 5<sup>th</sup> in Corvallis with the top four going to Washington DC in May.

Russ T. mentioned the GIZMO standings going into the last day are:

Todd W.	955 votes
Terry S.	720 votes
Mark S.	115 votes

Vote often.

**Chapter Business adjourned at 9:16 am.**