



Puget Sound Chapter Board Meeting

Alki Bakery Cafe, Seattle
March 2, 2018 at 8:00am

Professional:

Stephen Wickline, CHFM, President
Kevin Kajita, CHFM Membership Chair
Jim Mead (PM)
Mike Kimberlin (PM) Golf Chair
Andrea Pina (PM)
Mitchel Pohl (PM) Treasurer
Cory Aldean (PM)
Robert Blakey
Todd Coburn, CHFM (Secretary)
Rob Pewitt, CHFM (PM)
Tom Nance (PM)
Diane Munroe (PM)

Allied Member:

Jackie Roethel (AM) Puget Sound WAM
Nancy Brown (AM) Wood Harbinger
Doug Green (AM)
Chad Johnson (AM) Adler Ventilation
Tom Kelley (AM) View Glass
Bill Leak – (AM) BALES RESTORATION DKI
Kyle Victor – (AM) McKinstry
Jennifer Dennerline (AM) Vertiv
Jessica Weide (AM)
Tim Black (AM) Jackson Main
Kyra Hughes (AM) Siemens
Dave McCaughey (AM) Ameresci
Mike Fitch (AM)
Anna Anderson (AM) Forbo Flooring
Cylisa Brown (AM) The Part Works
Chris Herbert (AM) Snyder
Craig Kuanoni (AM) – Evolution Architecture
Jeff Schultz (AM)
Adam Chawes (AM)
Jackie Davis (AM) Fischer Restoration
Bo Kendall (AM)
Craig Kraft (AM)
Sally Chen (AM)
Breanna Langston (AM) MacMiller
Geoff Vestman (AM) - Hermanson
Corey Robinson (AM) - McKinstry
Deisyray Marvin (AM) Superior Cleaning
Mike McDermont (AM)
Andy Stacey (AM)
Julia Krutcher (AM) – Charter Construction
Rick Cochran - McKinstry
Brian Shipley (AM) - LONG
Melissa Gelowitz (AM) – LONG
Jose Diaz (AM) – PSF Mechanical
Chris Hoggarth – (AM) Hermanson



Preliminary Discussion

- **President Wickline** called the meeting to order at 8:00 am.
- February meeting minutes approved with (1) edit to change Eli's Park to 2019 vs 2018.

Treasurer report

Mitch Pohl reported the following:

- Down from last month – part of that due to golf reservation (\$5000)
- WSSHE Expenditure discrepancies, not Puget Sound related
- New Reimbursement Approval form. It requires a signature of (2) board members'
 - Rules and procedures are listed on the WSSHE website
 - Chelan/Annual Conference expenses go to the state for reimbursements
- \$4000 came in for 2018 Education Sustaining Sponsorships

Secretary report

- N/A – Todd to report new information at April's Board Meeting

Education Committee

- 21 people attended the last webinar
- March ½ day training re-scheduled to after the spring symposium, possibly in June in Skagit Valley
- May Webinar Planning
- Puget Sound Sustaining Sponsors brought in \$4000.00 for 2018

1	Adler Ventilation	Chad	Johnson	chad@adlervent.com	\$ 500.00
2	Ameresco	David	McCaughey	dmccaughey@ameresco.com	\$ 500.00
3	Bales Restoration/DKI	Bill	Leak	bill@dry-it.com	\$ 500.00
4	Graham	Kevin	Smith	kevinsmi@grahamus.com	\$ 500.00
5	Jackson Main	Tim	Black	tim.black@jacksonmain.com	\$ 500.00
6	The Part Works	Cylisa	Brown	cylisa@thepartworks.com	\$ 500.00
7	Trane	Madeline	Warnken	Madeline.Warnken@trane.com	\$ 500.00
8	UMC	Gail	Kinner	kbaisch@umci.com	\$ 500.00

15th Annual Golf Tournament (2017)

- Meeting last week, went great
- Hawaiian Luau theme this year
- Roasting a pig TBD
- Next Meeting 3/22 at 3pm, at Trilogy Redmond Ridge
- Mitch working on the comp liability insurance for the event



Charity Committee:

- ASHE Day of Service
 - Last Friday we toured Ryther
 - Backing off some of the bigger pieces (Ex: Jungle Gym)
 - List of (7) different projects
 - ASHE assisting with Registration Efforts on their end
 -
- Holiday Party - 2018
 - Process discussion happening this week
- 2019 Day of Service - Eli's Park
 - Shawn joined us today to discuss what this plan looks like – please reference the “new business” item below, for additional details

Membership Committee

- Committee met this morning, pushing a big drive for professional membership this year
- Looking for a way to foster relationships with members that aren't easily reached to expand our Puget Sound reach
- Started reaching out to expired professional members for 2018. A letter from Kevin was sent out via the list from AMI
- Developing new tools and communication to reach untapped membership markets
- A NEW Mentor Program in the works for the Sr. WSSHE Professional Members to cultivate relationships with the “newer” Professional membership
 - To test in Chelan
- Membership Accounts (state wide) that are not paid for will be deactivated from the database (eta TBD)

Social Media Project

- Need to procure (2) more RFPs for submission
- If anyone needs Social Media publish assistance, please reach out to Jackie Roethel

Download from State Board

- WSSHE board member access on the website wasn't working?
 - AMI unsure what the issue is
- Stephen and Jackie to work with Eric Rodgers on process and maintenance of the WSSHE website and where is currently sits.
- WSSHE State golf tournament on 4/25 in Chelan, Super Hero themed!
 - Sold out in (1) week
 - Benefits the State checkbook
 - Please contact Jose Diaz for any questions
 - Allied Partners – please as a professional member to join your team if you have the space
- Jackie working with State Board to communication ASHE Day of Service logistics



Old Business

- Board Strategic Planning Session – Feedback:
 - Stephen/Jackie working on draft doc for Puget Sound to review
 - Professional Growth Membership push and Education Push
 - ***NEW* Happy Hour – Tentative Date, May 24th at 6pm**

Other/ New Business

- **Shawn with Eli's Park Project Update:**
 - "The vision came from with-in" – Shawn Israel with Eli's Park
 - Eli and his mom worked with Shawn in the park for years. Eli had Down Syndrome. After Eli's passing in 2017, Paige (Eli's Mom) and Shawn wanted to re-energize this park to make it a more inclusive and welcoming experience for children.
 - The park is going in right across the street from Seattle Children's (with Seattle parks and rec helping), they are in the pre planning phase at the moment. Eli's Park has architects and landscape planners currently in motion, to be able to get this off the ground for summer 2019.
 - Shawn would also welcome your (WSSHE Puget Sound) ideas on the planning side
 - Eli's Park Goals:
 - The Park will have accessibility for all ages and all abilities
 - A natural and community-based park
 - Being Inclusive – fostering play and interaction between people
 - Bringing accessible and interactive play
 - Paige and Shawn are spearheading these efforts
 - The current piece is located at the Burk Gilman trail head
 - Grant money is in motion and will be used for planning – Eli's Park should hear by end of March 2018, to hire a landscape architect.
 - Landscaping and grant writing is all volunteer work via Shawn and Paige
- **Fluctuating meeting places besides Alki Bakery**
 - Lynnwood, Kirkland, East Side?
 - Membership Committee Discussion with Stephen
- **Bylaws – Jim Mead**
 - Originally joined the WA Nonprofit that has many educational events
- **WayFind – Jim Mead**
 - Speaking to this legal group on 3/19 about relationships between nonprofits. Jim will have a report at April's Board Meeting.
 - WSSHE is a 501c6
 - WSSHE Scholarships are a 501c3
- **Pete Peterson – Scholarship Fund for Professional Members to go to Symposium and Fall Conference**
 - (4) scholarships left
 - First come, first serve. Need to be a current WSSHE member.
 - Getting many repeats; discussion with PP Board on whether or not the same person should receive the scholarship more than once

Meeting Adjourned: 8:56 AM



The next scheduled membership meeting will be **8:00 am, Friday, April 6, 2018** at the Alki Bakery Cafe.

Minutes prepared by **Jackie Roethel**.

Committees:

Education:

Chair: Kevin Kajita

Coordinator: Nancy Brown

Members: Tom Nance; Stephen Wickline, Adam Chawes; Rob Pewitt; Bill Leak, Rob Rasmussen, Mike Kimberlin; Kyle Victor; Diane Munroe, Tim Black

Golf:

Chair: Mike Kimberlin

Coordinator: Jennifer Dennerline

Members: Chris Herbert, Adam Chawes, Jim Mead, Rob Pewitt, Anna Anderson, Cylisa Brown, Craig Kuanani

Social Media:

Chair: Todd Coburn

Coordinator: Jackie Roethel

Members: Cylisa Brown, Chad Johnson

Membership:

Chair: Kevin Kajita

Coordinator: David McCaughey

Members: Chad Johnson, Bill Leak, Chris Herbert, Dave McCaughey, Stephen Wickline, Anna Anderson

Charity:

Chair: Rob Pewitt

Coordinator: Anna Anderson

Members: Kyra Hughes, Cylisa Brown, Jackie Roethel, Kyrie Rector, Breanna Langston, Jackie Davis

W.A.M. Coordinator: Jackie Roethel