

Cascadia Chapter Meeting
MINUTES

October 8, 2008 / 5:00 – 8:00 PM / Duke's Chowder House / Tacoma, WA

Attendees:

Andrea L. Ball (O-Sec)
Hank Ball
Randy Barber (B)
Anna Bremmer
Ashley Carson
Joel Davis

Gene Haba (B)
Blane Long (O-VP)
Steven Paget (O-P)
Mark Watson (Guest – MO-KAN-DO)
Jim Wixson

[O = Officer; B = Board Member]

- I. Welcome & Introductions
- II. Committee Reports
 - a. Membership / Outreach (Andrea and Hank):
 - i. Congratulations to Eric Trimble on obtaining his CVS certification!
 - ii. The membership survey is under development. Hope to have this out by end of October at latest.
 - iii. New members this past year are located in WA, OR, and BC. Suggestion was made to consider holding a meeting in the Bellingham area to engage BC members.
 - iv. The idea of a holiday social event in lieu of a December business meeting was discussed.
ACTION: Andrea will investigate locations and cost and report back to officers.
 - b. Treasurer (ALB for John Langer): \$4200 (rounded) in our account
 - c. Governance (Joel): [see theme discussion below regarding BEST studies]
 - d. Programs (Blane):
 - i. Discussion around option for chapter to sponsor a Choosing by Advantages course.
 1. Olympic / Randy Barber has been pursuing this idea. Mike Adams is offering a one-day overview or a three-day full course. (RB)
 2. This may be of interest, especially to members trying to earn points towards their CVS or recertification. (SP)
 3. The MO-KAN-DO Chapter made \$2500 when they sponsored a similar event and allowed participation from non-chapter folks. They offered the three-day version and had 30 attendees. (MW)
 4. This is also a good way to engage Cascadia members from outside the immediate area. (RB)
 5. May want to consider idea of having the chapter pay for transportation expenses for those who attend the class.
 - ii. November presenter will be Rahul. Jim will give a presentation in January or February regarding VE and TRIZ.
ACTION: Mark to send Steven information on what they charged for their class.
ACTION: Randy to continue to investigate.
ACTION: Andrea to send out message to membership to gauge interest.

- III. Discussion: Developing a theme for the year – Continuation of discussion from last month (Steven)
- a. During the August Board/Officers meeting we discussed the idea of having a theme or problem statement that the Chapter could revisit and work on over the coming year (or longer). A couple of ideas floated over the last few months have been to look at ways to retain institutional knowledge, to create a system for tracking (VE) study results, ways of marketing to the private sector, or doing a service project.
 - b. A service project could be great PR for the Chapter. (JW)
 - c. The MO-KAN-DO chapter has had a lot of success holding joint meetings with other professional organizations. Members can develop a talk that discusses function analysis and gives relevant examples. This can then be delivered by Cascadia members at other meetings. (MW)
 - i. This would be a great tool to help Cascadia members earn their Share VM points. (ALB)
 - ii. The National Capitol chapter has a SAVE 'approved' presentation.
 - d. With the current economy there is tremendous potential to show the value in VE/FA. If the State asks "what has SAVE done for us lately" the answer is nothing. So what can we do? Maybe a pilot project is the answer. Have VE/VA consultants such as Meng, Olympic and VMS volunteer. (JD)
 - i. Perhaps a project with WSDOT or the Port of Tacoma. (BL)
 - ii. If it is a Seattle-area project then it could be written up in the *Daily Journal of Commerce*. (GH) Why not have them participate in the project? (JD) Have those who can give you the press and positive PR be part of the project. (RB) Then take the results to Olympia. (GH)
 - iii. Caution - use broader VE-metrics other than just cost savings/cutting. (SP)
 - iv. Whatever happened to the reporting tool for K-12 projects? If there are no issues with this then let's move forward with this. (JD)
 1. Have Meng/Joel fill out the current matrix and forward it to member firms for comment (GH)
 2. FHWA tracks standard information including four performance measures. (BL) This is the A131 format. (RB)
 3. Look at DOT and other agencies for how they report to the OMB (JW)
 4. It's good to have multiple spreadsheets for various project types. (SP)
 5. PROPOSAL: The Government Affairs committee, led by Joel Davis, take ownership of this idea and talk to customers about what they want/need. Consider a co-chair from Olympia: NTIB, Gordon, Harvey, CTED, etc.)
 6. We should focus on where the state monies are being spent. (JD)
 7. Getting the data is easy, it's getting the ear that's challenging. We need to find an ally on the Governor's staff. (BL)
 8. More money is coming for BEST studies – there is proviso language that will allow the OFM to conduct BEST studies with funding from the projects themselves. (JD)
- ACTION:** Joel to move forward with this idea. The chapter will continue to discuss this over the next couple of meetings with the intent of launching an initiative in January or February.

ACTION: Andrea to include a question in the membership survey regarding ideas for chapter-wide project/s.

- IV. Tips and Tricks! The 'presentation' this month focused on helpful hints from the membership whether they had to do with equipment, technique or just plain old comfort.
- a. Victorinox Swiss Army wheeled computer/carry-on bag (BL): compact, has a separate section and protective sleeve for a laptop, spacious enough to carry a projector as well. Costco: \$49.95
 - i. Just be sure you don't check your laptop – always have it with you. (SP)
 - ii. Some laptop bags can be x-rayed – you don't need to remove the laptop when you go through security. (MW)
 - iii. Briggs and Riley was another popular laptop bag (AB and AC): high quality; fits easily under the seat; guaranteed for life; pricey
 - b. Garmin nuvi 760 GPS with Blue Tooth and MSN Direct – it takes you around traffic jams. <https://buy.garmin.com/shop/shop.do?piD=10624> (BL)
 - c. InFocus LP120 ultra compact projector (BL and others). <http://www.infocus.com/support/Products/Projectors/LP120.aspx>
 - d. Staying healthy (ALB): For dry airplanes/hotel rooms: saline nasal spray and cough drops; for cold prevention/suppression: Airborne and Zicam (rapid melt tabs, nasal swabs, chewables); for back relief: Icy Hot, Bengay, BioFreeze or generic equivalent (gel, cream or roll on gel), ThermaCare or Icy Hot back wraps.
 - e. Solar rechargeable battery for cell phones (AB): REI, holds charge for up to a year, can use phone while it's charging, easily clips on to bags or trees (see link for similar product <http://www.rei.com/product/760968>)
 - f. Use something like The Impossible Invention to aid in team building, especially for those who haven't worked together before. Good ice breaker and opens the team to creativity. (HB)
 - g. Hydrate! (JD)
 - h. IBM ThinkPad X60 – it's a notebook, not a laptop, good battery, good speed, high resolution. (<http://www.pc.ibm.com/us/thinkpad/3dtours/x60/demo.html>)
 - i. Portable document camera (GH): use in place of an overhead projector, can save images for rapid return, zooms, use to show drawings/reports/etc, attach to projector and/or laptop. See link for general idea: <http://www.aver.com/presentation/gooseneck.asp>
 - j. GoToMeeting (JW): web-based meeting tool, use for studies and classes. <https://www1.gotomeeting.com/?Portal=www.gotomeeting.com>
 - k. GoToMyPC (JW): works like a virtual desktop, as long as two computers are on and connected to the internet you can use either or both as your primary desktop, \$19.95 to put software on two computers, haven't had problems with firewalls <https://www.gotomypc.com/>
 - l. Earplugs for airplane trips; Simply Sleep for time zone adjustments http://www.tylenol.com/product_detail.jhtml?id=tylenol/pain/prod_ss.inc&prod=sub_pss&s_kwcid=simply%20sleep|1971068093 ; iGo universal adapter, available at Radio Shack <http://www.igo.com/> ; store frequently used supplies in plastic bin at places you return to often (NYC OMB does this); ship luggage/supplies ahead (can be cheaper than paying additional baggage fees); titanium accessories/jewelry (they don't set off the airport metal detectors); Amazon Kindle (electronic book/reader) – great for newspapers and books, downloads wirelessly <http://www.amazon.com/Amazon-com-kindle/dp/B000FI73MA> ; Vinturi wine aerator <http://www.vinturi.com/home.html> (MW)

- m. Noise-cancelling headphones like Bose http://www.bose.com/controller?url=/shop_online/headphones/noise_cancelling_headphones/index.jsp ; Targus mini mobile surge protectors <http://www.newegg.com/Product/Product.aspx?Item=N82E16834999223> ; “Convert” software (free!) that allows you to convert units of measure <http://www.freeware-guide.com/OldGoodFreeware/Convert.html> ; travel size packets of Woolite <http://www.minimus.biz/> ; VZ Navigator from Verizon <http://www.verizonwireless.com/b2c/splash/turnbyturn.jsp> And a helpful hint: when the kid seated behind you on the plane continues to kick the back of your seat, just ask him to take off his shoes. It may not stop him but at least it won’t be so distracting. (AC)
- n. Panasonic noise cancelling headphones \$49.95 <http://www2.panasonic.com/> ; checking your luggage all the way through to your final destination even if you have to change airlines; thumb drives for back up; Box.net and other products for online document sharing <http://box.net/> ; Terra Pass - \$12 covers your carbon footprint for 6,000 miles <http://www.terrapass.com/>. (SP)

V. Adjourn – next meeting November 12 in Seattle.