

Cascadia Chapter Meeting
MINUTES

February 11, 2009 / 5:30 – 8:00 PM / RockSalt / Seattle, WA

Attendees:

Andrea L. Ball (O-Sec)
Hank Ball
Tricia Butler (B)
Gene Haba (B)
John Langer (O-T)

Blane Long (O-VP)
Rahul Nagalkar (B)
Steven Paget (O-P)
Jim Wixson

[O = Officer; B = Board Member]

- I. Welcome & Board meeting review (SP)
 - a. The board had a lively and productive meeting and we have some interesting ideas to share with the membership, especially regarding governance.

- II. Committee Reports
 - a. Membership/Communication (ALB)
 - i. Membership: No new members since the January chapter meeting
 - ii. Website: The board discussed enhancements to the website such as an annual meeting calendar, more and different content and a possible format change. A mockup site will be developed and presented to the membership by September.
 - iii. Elections (ALB)
 1. Depending upon the proposed bylaws changes, an election for four offices and two directors may need to be held in the coming months.
 - b. Treasurer (JL)

i. Balance as of December 31, 2007	\$2,805.52
ii. Chapter rebates for 2008	\$1,976.04
iii. Expenses for 2008	\$1,091.08
iv. Balance as of December 31, 2008	\$3,690.48
 - c. Government Affairs (see discussion below)
 - d. Programming (BL)
 - i. Programming set for March, April and May
 - ii. Hank suggested including a brief abstract about the presentations in the meeting announcements
 - iii. The coming meetings will be held in Southcenter, Tacoma and Seattle, with one likely to be held online
 - iv. Look for announcements regarding CBA training in April

- III. Membership survey results (ALB)
 - a. A web-based survey of nine questions was sent to all members in November 2008. Twenty-five (25) responses were received, approximately one-third of the membership.
 - b. Overview of results:
 - i. Logistics: Day/time – Strongest preference is for Wednesday or Tuesday evenings; overall length of meeting some felt could be shorter

- ii. Logistics: Location – Strongest preference is for Seattle with Tacoma and Southcenter each receiving at least 50%
- iii. Logistics: Timing of online meetings – Preference was for lunchtime presentations with afternoons and evenings also acceptable
- iv. Communication: Method – Preference was for email notification, with the idea of adding a link to the web site also appealing
- v. Communication: Type of information – The vast majority of positive responses related to announcements, minutes and a membership directory. Other strong preferences were for links to other chapters and organizations.
- vi. Education – Strong preference for Life Cycle Costing, CBA and Advanced FAST. General skills building and learning other methodologies also scored well. There is a very strong interest in education by this membership.
- vii. Programming – Many of the education options were suggested as programming ideas, along with reviews of past and current projects.
- viii. Membership: Other organizations you belong to: Just over half of the respondents also belong to or feel the Chapter should have a relationship with AIA, with many other groups having at least nominal representation.
- ix. What can the chapter do for you? This solicited a variety of responses ranging from support for certification (education and mentoring) to networking and maintaining connections to general knowledge development.

IV. Bylaws (BL)

- a. A great deal of discussion was held on the proposed bylaws amendments. This discussion led to a proposal to modify the structure of the board and the election process. It was felt this proposed structure would add more legitimacy to the Board, would greatly simplify elections/nominations, would more evenly distribute the work of the chapter and would better ensure continuity of direction regardless of changes made to the leadership.
- b. The proposed change would create a Board with seven members, each serving a two year term and with two members elected each year. The board would select the officers from amongst themselves.
- c. Other bylaws changes including changing the wording regarding voting to requiring a two-thirds vote of those members voting. This will put the chapter in line with SAVE.
- d. Rahul asked why reduce the board to seven? Blane responded that this was in part due to lack of director involvement this past year and a desire to increase board involvement in the chapter. Rahul replied that he had found the past year's schedule challenging due to work, timing of the meetings and location. Blane replied that a set annual calendar, including board meeting, would help this issue. It was suggested that holding board meetings late in the work day and early evening would be best, and holding them to two hours or less would be preferred. Hank suggested the board meet in January to kick off the year, May to introduce new board members and in September to start off the post-summer portion of the year.
- e. Blane noted that Andrea would be checking with SAVE to be sure our proposed changes would not violate any of their bylaws or the Constitution.
- f. A draft set of bylaws changes will be prepared and submitted to the full board for consideration and action in March. The bylaws call for any proposed changes to the bylaws to be submitted to the board 15 days in advance of a vote.

V. SAVE International 2009 Conference (SP)

- a. A. Ball, H. Ball, Haba, Nagalkar and Paget are planning to attend. Other attendees from the chapter are possible. A. Ball and Paget are giving a presentation on the visualization of information; H. Ball and Jerry Kaufman will be teaching their Advanced FAST course; S. Paget has been asked to moderate the energy forum.
- b. Discussion re: Cascadia sponsorship at the conference: There was strong preference for a community service/support option if available, or possibly a continental breakfast. Another option is to sponsor attendance for someone. Hank suggested trying to sponsor thumb drives containing the conference proceedings, similar to that done for the last Canadian conference. It was agreed that \$1,000 was a good sponsorship level for the chapter.
- c. Discussion concerning Cascadia hosting the 2011 or 2012 SAVE International conference: All felt the Seattle area had many things to offer attendees and guests. There was concern about finding hotels downtown that would agree to the government rate. It was understood that the amount of work required by the chapter would be significantly less than the work required the last time Cascadia hosted in 1996, due to the creation of the Business Office and the VP-Conferences position.

VI. 2009 Chapter initiatives (SP)

- a. Tracking study results:
 - i. Metrics spreadsheet: This is a follow up to the metrics spreadsheet Joel Davis had sent around earlier. There's a need for information sharing with the state government at this time. Gene volunteered to work with Joel to gather 2-3 public projects each from folks like Meng, VMS, Olympic, Laurie Dennis and Bob Rude in order to paint a picture of the benefits of using the value methodology on state projects. The most challenging aspect will be whether or not hard data can be gathered on implementation of ideas. SP noted that, with some clients, he has been successful in being included in the implementation discussion. Content to be gathered includes cost of project, number of ideas proposed, and the value of the proposals. Blane offered to help coordinate the data gathering, with John Langer offering to assist Joel. All information gathered should be sent to Gene.
 - ii. Letter from SAVE: The last issue of *Interactions* included a generic letter promoting the value methodology that could be adapted by individual chapters and be sent to state government. Gene suggested modifying this for Washington and posting it to our chapter website along with sending it to the governor's cabinet and the legislature. It is important to show the value that has brought to the state using this methodology.
- b. Supporting CVS training/certification/recertification: more needs to be done, and based on the survey results there is strong interest from the membership for this.
- c. Outreach:
 - i. How can we connect with potential organizations/sectors which could benefit from VM?
 - ii. Reach out to the region and provide support to practitioners.
- d. 2009 project: A value-based project could help focus the chapter and engage the members. This could also help build momentum and excitement throughout the chapter, and serve as a marketing opportunity. Strong desire for something community-based, like providing VM services to a group/project that could not normally afford them.
 - i. Gene suggested a mini Habitat for Humanity project.
 - ii. John has contacts with Common Ground and will investigate opportunities there.

- iii. Steven suggested doing a one-off project or aligning with another organization.
 - iv. Hank mentioned the annual work weeks for Habitat for Humanity as another possible option.
 - v. Steven mentioned a collaborative approach between VE, design and construction folks and the possibility of working with students from these disciplines.
 - vi. John Langer will help organize an ad hoc effort to solidify the concept. All members interested in supporting this effort should contact John Langer.
- VII. Other business
- a. Other organizations to connect with
 - i. Puget Sound Engineering Council (PSEC) – Cascadia used to have a representative with this group. If they are still in existence we should investigate reconnecting. They had widely broadcast project and meeting announcements which included Cascadia meetings. This could be a good avenue for getting word out to other organizations about what we're doing.
 - ii. The National Council of Professional Engineers is putting on Engineering Week at the Seattle Center. Might be an opportunity there. Cascadia has had a booth there in the past.
 - iii. NW Construction Consumers Council (NWCCC) – This group includes property owners.

ACTION: Andrea to check with SAVE regarding Chapter requirements for hosting the conference in 2011/12, community sponsorship options for the 2010 conference, and the idea of thumb drives for the conference proceedings.

ACTION: John Langer to champion an ad hoc committee to investigate a community-based project with a VM focus. All interested members should contact John at jlanger@bluewaterpm.com.

VIII. Adjourn