



## EXECUTIVE COMMITTEE KANSAS CHAPTER AMERICAN PUBLIC WORKS ASSOCIATION MEETING MINUTES

**Date:** March 5, 2014  
**Time:** 10:00 a.m.

**Location:**  
**Hutchinson Water Treatment Plant**  
**23<sup>rd</sup> & Severance**  
**Hutchinson, KS**

**Attendees:** Shawn Mellies, Ron Seitz, Kenzil Lynn, Nathan Bergman, Brian Clennan, Ray Ibarra, David Cronin, Brenda Herrman, Russ Tomevi, Chuck Bartlett, Brett Letkowski, Carla Anderson

**Absent:** Karla Waters, Justin Erickson

Meeting was called to order at 10:11 by R. Ibarra

### **I. Approval of Minutes**

Minutes January Board Meeting were reviewed. Motion to approve meeting minutes – B. Clennan, Second – K. Lynn. Motion carried 11-0.

### **II. Agenda review / modification**

### **III. Chapter Business**

- a. Mid-Am Chapter Breakfast (Brian Clennan) – Chapter breakfast was discussed. Making arrangements for breakfast to be 80% of conference enrollment. Motion to approve costs for breakfast made by K. Lynn second by N. Bergman. Motion carried 11-0.
- b. Student Outreach (Carla Anderson) – Discussed outreach program at Highland Community College. Proposed creating relationship between community college and APWA Kansas Chapter. Ron mentioned scholarship committee looked at Pittsburg State. The board expressed interest in pursuing outreach program. Recommendation was made to start surveying communities for educational requirements and job descriptions. Carla will put together list to be sent to communities and will get back to the board within two months.
- c. Scholarships for APWA National Congress – Discussed program to send first-time attendees or attendees that had not been to national congress in five years. Kenzil will search for previous criteria that was used to make selection.
- d. Leadership Manual – Leadership manual draft was distributed and reviewed. Each chair will update their section. Brett will update Golf Tournament Committee. Kenzil will update Audit Committee. Delegate section will be reviewed in the fall. Brian will receive updates before April meeting.
- e. Strategic Plan – Ray will contact Brian van Norman to get survey and have him attend future board meeting.

### **IV. Chapter Activity Reports**

- a. President's Report (*Ray Ibarra*) – Mid Am Conference May 21-23. Brett will bring computer and projector for award presentation; Nathan will bring screen.

National PW Week May 18-24 – Ray will contact KC Metro for proclamation.

Chapter Liaison (International Affairs Committee & 15 Committees for national) – No interest from the board on a liaison for International Affairs Committee. Brett L. is currently on the Transportation Committee. If there is any interest in serving on a committee now is the time to volunteer or make a nomination.

Lunch with George Williams Award Winners was well attended. The group of previous winners volunteered to help get nominations and select future winners. The criteria for the award is being reviewed and minor changes may be considered. Motion to offer the previous George Williams Award winners to get together annually to review nominations by B. Letkowski second by B. Clennan. Motion carried 11-0.

- b. Treasurer's Report (*Russ Tomevi*) -  
\$22,520 in checking account.  
\$13,600 in chapter CD  
Scholarship Funds totaling \$162,683:  
\$137,755 in Merrill Lynch  
\$24,928 in CD  
Russ has audit records prepared for Tammy Bennett to review.
- c. League / Legislative Affairs (*Nathan Bergman*) - Highlighted bills:  
SB 54 - on state licensure; ACEC is testifying.  
HB 2608 - increase mill levee counties can assess to raise money for roads and bridges  
HB 2573 - creates airport revolving fund  
HB 2616 - allows Kansas to create state OSHA
- d. Delegate's Report (*Kenzil Lynn*) (*Brenda Herrman*) - Meeting March 29 in Branson coming up with Region 6, 8 and 9. Committees need volunteers and Kenzil will get information to Karla for the newsletter.
- e. Career Awareness (*Shawn Mellies*) - KU meeting scheduled for May 2<sup>nd</sup>. K-State meeting likely in fall.
- f. Membership / Diversity Liaison (*Justin Erickson*) - Justin absent, no report
- g. Scholarship / LTAP (*Ron Seitz*): Scholarships: advertisements are out at the schools. LTAP: several upcoming training classes for Road Scholar program. Lisa Harris reviewed past participation at city level; 47 cities have participated and 267 employees have participated since Jan 1, 2013. Lisa Harris will announce winners of awards at Spring Conference. Kansas LTAP will have booth at Mid Am. conference. Fall LTAP newsletter is out.
- h. Newsletter (Ray) – Karla would like upcoming newsletter articles by March 6<sup>th</sup>.
- i. Awards (*Brett Letkowski*) – Summary of 2014 Award Project winners was handed out to board. Winners have been submitted to National and letters will be sent to recipients soon.

**VII. Adjournment**

Motion to adjourn - B. Hermann, Second - K. Lynn. Motion passed 11-0.  
Meeting adjourned at 11:40a.

**Next Meeting: April 5, 2014; Topeka, KS**