

AEP Board Meeting Minutes From May 27, 2009

Attendees: Christy Ryan, Trevor Macenski, Scott Sjulín, Kristie Ehrhardt, Lisa Raffetto, Matt Franck, and Emily Bacchini; Wirt Lanning (telephone) and Bruce Webb (telephone)

Recorder: Scott

Meeting began: 11:30 a.m.

Location: Michael Brandman Associates

Meeting adjourned: 1:00 p.m.

I. Welcome/Introductions

A. Welcome to all.

II. Minutes (April)

A. No changes to April minutes. **Kristie Ehrhardt** = motion to minutes approve as-is; **Lisa Raffetto** = seconded the motion; motion passed unanimously.

III. Treasurer's Report: **Emily Bacchini** noted that not all recent events (i.e., Earth Day, UC Davis Career Fair, etc.) are reflected in this month's report.

- A. Checking - \$10,034.91
- B. Savings - \$300.04
- C. CD - \$12,284.65
- D. Total - \$22,619.60

IV. Business

A. Redding Sub-Chapter – Tracking Costs/Payments:

- Bruce Webb** and **Wirt Lanning** joined via telephone to provide information
- Bruce** expressed an interest in conducting quarterly programs in Redding. Superior CA should provide information and contacts, but Redding needs to coordinate “from within” to ensure success.
- **Bruce** expressed that Redding would like to track costs/payments. **Emily** will explore the possibility of creating a separate accounting line for Redding.

B. Membership Participation Interest – Earth Day Follow Up:

- Trevor Macenski** is following up with Namat Hosseinion (environmental engineer)
- Lisa** is following up with Andrea Travnicek (USACE)

C. Action Item List – includes items from throughout the meeting:

- i. **Emily** to explore creating a separate accounting line for Redding.
- ii. **Trevor** and **Lisa** to continue following up with members who expressed an interest in participation.
- iii. **Matt Franck** will prepare a Speaker Series flyer.
- vi. **Janet Dallas, Kristie,** and **Christy Ryan** will meet on June 9th to discuss and formulate programs for the rest of 2009.
- vii. **Janet** and **Kristie** will follow up on multiple programs.
- viii. **Janet** and **Kristie** will send a thank-you letter to Mark Finan of USACE (March Program speaker) and compile a list of attendee comments.
- ix. **Trevor** will help coordinate the November State Director Meeting.
- x. **Lisa** will send email blasts to UC Davis Career Fair contacts.
- xi. **Scott** will send outreach opportunity info to UC Davis Career Fair contacts.
- xii. **Scott** will send scholarship info to UC Davis Career Fair contacts at the beginning of the fall scholarship cycle.

Trevor will begin attending monthly APA meetings.

V. Programs:

- A. **Programs Subcommittee:** **Janet, Kristie,** and **Christy** will meet on June 9th to discuss and formulate programs for the rest of 2009.
- B. **Outcome of Recent Events. Earth Day:** **Trevor, Lisa,** and **Kristie** reported that the event was an astounding success. **UC Davis Career Fair:** **Trevor, Lisa,** and **Scott** were pleased at the level of student interest generated by the event; **Lisa** reported multiple new student memberships as a result of the event; **Scott** reported that students on the sign-in sheet will be contacted for scholarship and outreach opportunities.
- C. **April Lunch Program – Outcome:** **Emily** said positive feedback emphasized the “timely” and “helpful” nature of workshop content; negative feedback focused on the logistics of workshop setup and noise from an adjacent room during the presentation.
- D. **CEQA Workshop – Roseville:** **Janet** not in attendance; no update.
- E. **CEQA Workshop – Redding:** **Matt** attended and said that the event was an overall success, although some material had to be eliminated due to lack of time. **Bruce** also attended. The workshop audience was surveyed about overall interest in NEPA and seemed okay with maintaining the topic as part of future workshop agendas. **Scott** addressed **Wendy’s** NEPA question, noting that NEPA seemed relevant in the Redding area due to the amount of projects taking place on nearby Federal land.
- F. **June Program:** **Bruce** will speak on June 24th; program will focus on mitigation and monitoring at a Shasta County wind project; program will be held at Sofia in Sacramento.
- G. **July Program #1:** Joint AEP/PEMA/Wildlife Society mixer, July 23rd, Davis, location TBA. **Kristie** is helping coordinate. **July Program #2:** SB 375 presentation as part of the APA “Speaker Series,” July 31st. **Matt** will prepare a Speaker Series flyer.
- H. **August Program:** No update; to be discussed at the June 9th Programs Subcommittee meeting.
- I. **September NEPA Workshop:** **Kristie** reported that **Janet** is working on the workshop; this year’s workshop will not be a joint effort with the Bay Area Chapter. The workshop could potentially occur in the Redding area if there is enough interest. **Kristie** and **Janet** will follow up on a potential Redding NEPA workshop.
- J. **October Program & Fall CEQA Workshop:** No update; to be discussed at the June 9th Programs Subcommittee meeting.
- K. **November State Director Meeting:** Preliminary discussion of accommodations and meal planning. **Trevor** will help **Janet** and **Kristie** coordinate.
- L. **Holiday Mixer:** may take place at Zagato’s; to be discussed at the June 9th Programs Subcommittee meeting.

VI. Scholarship/Student Liaisons

- A. **Modification of Scholarship timeline and materials:** **Scott** provided materials with suggested changes from the previous meeting. Board members informally reviewed changes and informally decided that **Wendy** (absent) should review the material prior to final approval. Approval shelved until next meeting.
- B. **Other Student Activity Update:** **Scott** will follow up with contacts on the UC Davis Career Fair sign-in sheet about student outreach opportunities. The sign-in sheet will also provide a list of contacts for use during the fall scholarship cycle.

- C. **University Contacts – Update:** **Scott** will obtain a CSUS contact from **Trevor** and begin compiling a list of contacts for release of the fall scholarship (scheduled for late August). This process should be completed in 2 months.

VII. Membership Update

- A. **Lisa** reported multiple new student memberships as a result of the UC Davis career fair. Follow up will occur by email blasts and other materials (e.g., flyers) aimed specifically at student members.

VIII. Newsletter/Website:

- A. **Newsletter:** **Matt** will distribute June newsletter by June 1st; will include an APA “Speaker Series” article by **Trevor** to begin promoting the event.
- B. **Website:** **Lisa** reported that **Marc Descollonges** will now be responsible for deleting expired job postings (i.e., older than 30 days).

IX. APA Liaison: **Trevor** will begin attending monthly APA meetings

X. Next Board Meeting

- A. The next meeting is scheduled for June 10th as a **teleconference** hosted by **Christy**.
- B. Meeting time (e.g., 11:30 vs. 1:30) will be decided within one week of the meeting.
- C. **Christy** will provide a **call-in number** within three days of the meeting.