



**Evergreen Chapter - American Society for Public Administration  
Board of Directors Post-Holiday Gathering  
MEETING MINUTES  
Tuesday, March 26, 2013, 5:30 P.M.  
Conference Call**

Participating: Steve Benowitz, David Broom, Tammy Esteves, Andy Hokenson, Caitlyn Jekel, Stephanie Schwenger, Doreen Swetkis, and Mary Van Verst

Not in Attendance: Liz DuBois, Lana Georges, and Frank Valdez

Call to Order

Tammy called the meeting to order at 5:35 p.m.

President's Report

Tammy, recently back from the 2013 ASPA conference in New Orleans, commented that there were many good sessions. Other chapter members who attended were Dave Broom, Cheryle Broom, J. Paul Blake, and Cheryl Simrell King. Excitement is growing for the 75 anniversary, to be celebrated at next year's conference in Washington, DC. Tammy offered kudos to Mary for her article in the PA TIMES International Supplement on our chapter's international MOU with the Hyogo Administrative Policy Studies Association (HAPSA) in Japan. Tammy also congratulated Andy for his graduation with highest honors.

Secretaries Report

Mary reminded the board that minutes for our last meeting by conference call were sent out for review. Motions were carried, and the minutes from February 27, 2013 were approved.

Treasurer's Report

Dave reported that ASPA had no new information on the IRS project.

While at the conference, Dave learned that inactive chapters had been reported on a list as non-compliant chapters. Our chapter was erroneously listed. Dave looked into the situation and found that one of the two sets of information we send to the national office had not surfaced for some unknown reason. Upon his return, Dave made copies of the information and sent it to the national office. This follow-up should allow our chapter to be viewed as compliant.

In our bank account, Dave reported that we have \$5,137.67 in checking, and \$101.12 in savings, for a total of \$5,238.79.

Tammy thanked Dave for his follow-up with ASPA on the compliance issue. She is aware that the national office has been having some trouble with some of its paperwork organization.

A brief discussion took place about the chapter member rosters we receive from ASPA. Dave said that the rosters we use are never completely up to date. Members need to inform then national office of changes, for the changes to be reflected in the rosters. Dave also noted that there were no new members listed for our chapter in the latest PA TIMES.

#### Communications Committee

Stephanie reported that we now have 180 LinkedIn members for our group; more than double since we started in June. She will work on updating the site about events. About 25 posts have been automatically generated through LinkedIn. She spends about an hour a week adding postings.

#### Old Business

**Civility Conference:** Steve is still trying to obtain copies of final presentations given at the conference. Some speakers gave us their thumb drives at the conference and took them back. We asked for final versions, but not all speakers sent them. We are also looking for the final version of the Table of Conference.

Steve advises that if the chapter wishes to pursue the conference as an on-going project, we need to think about what it will look like. There are some coalitions we can partner with; we can also talk with some of the speakers for ideas. Steve said he did not find anyone willing to take on a project of this type; he's aware that he can't do it alone. Tammy will follow-up about others' interest. Steve would like to have the final conference proceedings to be on our website, as a one-click option. Tammy agreed that this would be good visibility for our chapter.

**Awards/Mariner's Event:** Doreen reported that she is holding off on sending out the flyer until the site for registration goes live. At that point, she'll send to everyone. She asked that Caitlyn please post it on our website and that Stephanie please place it on LinkedIn. Doreen heard from J. Paul. Either May 7 or 8 is fine for him. She will send an e-mail to the board tonight asking for preference of date and count. The reception for J. Paul will be from 5:30-7:30 on the selected evening at FX McRory's. Frank wants to talk soon about the actual award that we give to J. Paul.

Doreen talked with Dave about our financial capabilities for the reception. The chapter will provide appetizers. Drinks will be on our own. Dinner, if anyone wishes to have it, will also be on our own. Some discussion took place about the layout of the room for the reception. Doreen was informed that the room for will hold about 20 people. Those who want to stay for dinner can move into the dining room.

There was also brief discussion about inviting all chapter members to attend. Based on a preliminary count, we decided that this would not be the event for full chapter membership.

## New Business

**Nominations Committee:** Tammy had reviewed the roster and said that Mary and Dave's terms were ending; she hoped they would renew. Andy's one year appointment as a student representative is ending; she hopes he will consider renewing for a full term. We'll need a replacement for Sandra; and Doreen has chosen to not move into the position of president. We need someone to chair the nominations committee.

**City Club Jefferson Awards:** Tammy asked for a volunteer to attend a breakfast event on April 9, to staff a table with ASPA material. Our chapter is a co-sponsor to City club's Jefferson Awards event. Stephanie volunteered that she might be able to go, if she has more information. Doreen offered some positive reflections on the event that she attended last year.

**ASPA Conference in Seattle in 2016:** Dave reminded the group that everyone should be thinking about ways to generate sponsorship for the conference at the Westin Hotel in 2016. A local host committee will be involved with the national planning committee. We'll need sponsorship for a welcome reception. During the last conference in Seattle, in the late 90's, a trip to Blake Island was arranged. Tammy suggested that the Gates Foundation might be interested in sponsoring a social equity luncheon, given the subject is one of their priorities. Dave added that Gates is also interested in evaluation, therefore they may be interested in participating in a performance measure track.

**Washington-Hyogo 50<sup>th</sup> Anniversary Planning:** Mary updated the board on plans for the sister-state anniversary of Washington and the Hyogo Prefecture of Japan. In late August, a delegation of 160 people will be coming to Washington, led by Governor Toshizo Ido.

There will be a series of events in Olympia from August 18<sup>th</sup> to the 21<sup>st</sup> honoring the guests and celebrating the 50<sup>th</sup> sister-state anniversary. Included will be visits by Governor Ido to Washington-based business, such as Costco or Boeing. This is also an exciting time; the tenth anniversary of our MOU with the Hyogo Administrative Policy Studies Association (HAPSA).

A volunteer steering committee of about 20 people is helping to organize the festivities, led by the Governor's Office and Senator Karen Fraser. Mary and Dave are serving on the committee, representing the Evergreen Chapter of the ASPA.

A public administration seminar is being arranged for August 20<sup>th</sup>. The focus of the seminar will be a sharing of experience and best practices related to disaster response by representatives of the respective sister-states.

HAPSA is interested in presenting details about the Hyogo civil servants' support of the Tohoku region of the Japan, and the program that has dispatched some 70,000 prefectural staff workers to assist in towns where local government had been decimated by the disasters of 2011.

Mary is working with the Washington Conservation Corps for presentations to be given by AmeriCorps members who were deployed to respond recently to Hurricane Sandy destruction in New York and New Jersey, and another group of AmeriCorps members that is responding to marine debris on Washington shores from the March 2011 tsunami in Japan.

Board members briefly discussed possible options for locations to hold the seminar, such as St. Martin's, The Evergreen State College, the Dept. of Ecology, the Washington Center, the Community Center, and City Hall. Mary will send Doreen a write-up about the event that Doreen will use to explore locations that may work for this need.

Steve brought up a final, related comment that Costco might be worth approaching for sponsorship of the national conference in Seattle in 2016.

Adjourn

The meeting was adjourned at 6:27 p.m.

Our next meeting will be April 23<sup>rd</sup> by conference call.

*Minutes respectfully submitted by Mary Van Verst*