

**Evergreen Chapter - American Society for Public Administration**  
**Board of Directors Meeting**  
**In-person Meeting, Tacoma**  
**MEETING MINUTES**  
**Wednesday, February 12, 2014, 6:00pm**

Participating: J. Paul Blake (guest), Katja Bishop, Tammy Esteves , Amy Gould, Caitlyn Jekel, Casey Larkin (student representative from The Evergreen State College). Aaron Nix, Mark Sullivan, and Frank Valdez

Not in Attendance: Steve Benowitz, David Broom, Mark Chubb, Liz DuBois, Laura Ocha, Stephanie Schwenger, and Mary Van Verst

Call to Order

Tammy called the meeting to order at 6:11pm.

President's Report

Tammy reported that there are no more representatives from Troy University because she does not have an office on site any longer. One student from the Evan's School expressed interest. J. Paul will follow up on that request.

Secretary's Report

Mary was unable to attend the meeting.

Treasurer's Report

David was unable to attend due to an emergency.

Communications Committee

The glitches on the website have been fixed. They occurred due to the bluehost. Website updates impacted WordPress. The communications committee is looking for volunteers with website experience to help fix recurring problems. Such a request could be posted on LinkedIn or the website. Links to sites of interest were also discussed. Pertinent partnerships could be linked through our website, as well as resources and anything else that is relevant to our cause. A follow-up will take place with City Club and the *DSLDI* (Diversity Service Leadership Initiative), as well as the National Urban Fellows program. Frank Valdez reported struggles to generate "like" on the Facebook profile and the need to attract more users through that platform.

Another item discussed was that the website's new event calendar can be used for members to put interesting events out. For now, such events can also be emailed to Caitlyn to be posted on the website. This would establish a symbiotic relationship, quid pro quo, promoting the schools while extending our network and visibility.

The group discussed having quarterly in-person meetings instead of phone conferences in

anticipation of the conference planning.

Aaron Nix works with *ICNA* (Municipal Research policy and development), he mentioned the idea of sending out questions to government representatives. Tammy will look for tangible ideas we can implement following that conversation: e.g. hosting an event around the municipal transparency.

### Program Committee

Mark and Katja talked about having an event in the Lakewood area with a focus on the military community in March or the summertime. Katja is in touch with many local veteran organizations that expressed interest. Mark stressed the importance of keeping members engaged, and to be responsible to their needs. The group then discussed morning, lunch or evening meeting or even hosting a webinar (Rick).

**Public Service Recognition Night at Safeco Field:** On behalf of the Evans School J. Paul reserved Friday, May 9 for Public Service Recognition Night at Safeco Field. However, since the Chapter chose to sponsor this event again, J. Paul connected Frank with Elizabeth McCloskey, Seattle Mariners who will be our primary contact for the event. As in the past, the Mariners will develop a flyer and assign a web link by which people can purchase discounted tickets. The Chapter will receive a to-be-determined agreed amount from each ticket sold. Tammy agreed that this would be a good fundraiser so the Chapter will support the event. J. Paul suggested that the Chapter's awards could be presented at a pre-game on-site reception. J. Paul later suggested the possibly that the Evans School, The Evergreen State College, and Seattle University might consider collaborating on an "All-School Reception" prior to the game during which the Chapter's awards would be presented. Depending on the award recipients, it may be possible to promote Public Service Recognition Night at Safeco Field through some personal channels. The participating school programs would split the catering cost for the no-host bar reception.

J. Paul will connect the appropriate Evans School staff member with Frank to proceed with plans. J. Paul also offered to provide electronic versions of previous Chapter Award materials to Frank.

Tammy agreed that this event would be a good fundraiser, so the chapter will support the event. Space is always the biggest expense so the chapter could save money by "piggy-backing". Frank mentioned that we would have to establish committees for award nominations; we could mirror national level.

Amy suggested making Governor Inslee an honorary member of our chapter.

**Career Fair:** Tammy suggests utilizing central spaces like libraries which are for free. Mark mentioned the participation of local employers. Such an event could be part of Public Service Week in May. The challenge for many students is that they seem not to be prepared to compete for jobs on the market, virtual first interviews could save costs and be used as training.

Aaron mentioned the Association of Washington Cities and their open position which in turn can be used to leverage partnership.

### Old Business

The board was pleased to welcome student representative Casey Larkin. She is a student at The Evergreen State College, a veteran, and she has worked for the VA and nonprofit agencies. Her role is to be the liaison between the board and the students, as well as being a resource, providing information materials.

### New Business

The role of ASPA was discussed: borders have become fluid and there is a mix of social entrepreneurship, government, and other leadership-oriented organizations. The chapter needs to think outside of the proverbial box. Questions to consider: What is our discipline? What does it mean to be a public leader?

### Special New Business: Conference Planning

The chapter's big responsibility will be the opening ceremony with an expected 500-600 attendees at the reception. Potential locations were brought up: Museum of Flight, Museum of History & Industry, Aquarium, Bill & Melinda Gates Foundation - Visitor Center.

Tammy will set a google drive folder to collect documents in regard to event planning. Items to consider: volunteer recruitment, host committee table, event promotion, promotion of local media coverage.

Fundraising: the chapter needs to select a venue and establish a budget. J. Paul suggests setting up a separate bank account for this special event. The chapter will vote on a budget once the venue is established. Chapter members with knowledge of Seattle (Amy, Aaron, Frank, J. Paul) will investigate potential venues and update the group. Tammy will provide an official form for making such a request to the local venues.

Chapter members are asked to create a network list of contacts and connections to support fundraising efforts. Amy suggested initiating "an ask" of all MPA programs in the Pacific Northwest. The group agreed that we need a boiler plan to involve county executives, the governor, mayors, and other officials.

### Adjourn

Tammy adjourned the meeting at 8:10pm. The next meeting is scheduled for March 11th, from 6-7pm. It will be a conference call conducted by phone.

Minutes respectfully submitted by Katja Bishop; revisions by Mary Van Verst