

**APWA Rocky Mountain Chapter Spring Board Meeting**  
**Monday, April 4, 2022**  
**Pocatello, ID**

**Members in Attendance**

**I. CALL TO ORDER & ATTENDANCE – Called to order**

Introductions of attendees:

Kristina Nelson, Phillip Bowman, John VanDelinder, Owen Campion, Jason Mercer, Andrew Kimmel, Jeff Mansfield, Stephanie Beckert, Skyler Allen, Jason McConnell, Mandi Everett, Vicki Nemecek, Ken Demmons, Chris Hertz

**II. WELCOME – KRISTINA NELSON – REGION IX DIRECTOR**

National Association is in good condition, revisiting national strategic plan, Scott Grayson is working on staffing (KC & Washington DC), APWA striving to be the go-to for infrastructure lobbying connections in DC, and success in infrastructure bill.

Vicki – one of our biggest challenges is distance to get people together

**III. APPROVAL OF MINUTES –Fall Board Meeting 2021**

Andrew – move to approve, Stephanie second, unanimous voice approval

**IV. OFFICER REPORTS**

a. President – Vicki - interest in national participation – make sure to let Kristina know

b. Past President – Andrew - nominations for positions, national focus on certifications programs, agencies pushing certifications as a job requirement, CPII, fleet, mgmt. gaining traction; APWA pamphlet 'Shaping the World of Public Works on job descriptions & details for PW outreach; new management database in progress.

Vicki – new federal CDL requirements – John – Bozeman has taken it on, which wasn't too bad.

c. President-Elect – Stephanie – finally here for conference, more questions about certifications – Inspections have been done before at our conference, mgmt. is proctored specifically by APWA – trying to meet accreditation guidelines

d. Secretary – nothing to report

e. Treasurer – some issues experienced with invoicing for conference payments, concerns regarding some of the registrants who have not paid, FY22 budget will need to be voted on in the business meeting, suggested to have printed out budget at tables for members to review ahead of vote, registration issues discussed – need to use care for information provided to nationals for the registration portal and be sure to have clarity and detail to

facilitate setup of an easy to use order portal, expenditures that need signatures – has forms on hand for board signatures following meeting.

- f. Idaho Directors – Owen – nothing to report; Jeff – conference items; proclamations done for PW week
  - g. Wyoming Directors – Phillip – will do governor proclamation again, reaching out to potential Wyoming members & participants
  - h. Montana Directors – welcome letter for PW directors, ARPA funding hitting the ground, Chad has withdrawn from the board
- V. Council of Chapters Report** – Chris H. reported re: CoC: finances, infrastructure bill, legislator engagement tool, events – new website, certifications, etc.; national website to focus on a subject each month with classes, etc.; regional meeting; delegate onboarding, can give board members access to chapter leaders resources.
- VI. Committee Reports**
- a. Nominating (Andrew K.) – opened for nominations, Mandi – brought up the strong email from Lorri R. and her frustration with the treasurer position. Kristina addressed this and discussed treasurer challenges.
  - b. Membership (vacant)
  - c. Transportation (Art D.)
  - d. Awards (Ken D., Ryan L.) – 2019 awards – were given, and will be announced and recognized; 2020/2021 combined will be presented this time. An Idaho PW professional of the year was selected, but they no longer work there, award is not to be presented.
  - e. Fleet Services (John V.) – fleet maintenance certification (EVT) will be part of this conference; answered question re: additional CDL training requirements - Bozeman had the City administer their testing for the additional certification, online training, driving ~40 hours, internal staff training, video, test w/ 80% minimum.
  - f. Scholarship (Kurt T.)
  - g. Leadership & Management (vacant)
  - h. Historian (Tyson L.)
  - i. Vendor Liaison (Jason M.) – There were not many other conferences where Jason was able to recruit. We filled most available vendor slots (4 or 5 unfilled), with CAT as conference platinum sponsor! Website was an obstacle to registering vendors for 2022 conference.
  - j. Sustainability (& National Liaison) (Vicki N.)

- k. Diversity (& National Liaison) (Vicki N.)
- l. Education (& National Liaison) (vacant)
- m. Emergency Management (Ken D.)
- n. Website (Ryan S.) – discussed establishing a Facebook page and/or other social media, to have a place to post information, etc., needs some updating – Owen volunteered to check into setting up a Facebook page.
- o. Advocacy Ambassador (Chris H.)
- p. YP Chapter Liaison (Tyson L.)
- q. Utilities & Public ROW (Ryan L.)

## VII. BUSINESS

- a. Chapter Relations – Need to hold a get-to-know-you meeting with Jill Willbek, national chapter relations manager.
- b. Strategic Plan – Chris H will locate the strategic plan, and Skyler to send it out to board members. We will discuss this in more detail at the Fall board meeting. Objective: identify key goals, target points in plan for revision if necessary.
- c. Conference Schedule & Committee – tip for hotel staff? Jeff moved to add a \$500 tip, Chris H. second, voice vote; none opposed. Suggested to provide a thank you gift for Jen for her help setting up the 2022 conference – Motion to purchase a \$100 gift card – motion Jeff, second Chris H. – friendly amendment by Vicki to revise to \$50, accepted by Jeff, seconded by Chris. Unanimous voice vote. (Skyler assigned to purchase card). Discussed details of board responsibilities at conference 2022; EVT test; Owen – brought up golf, suggested canceling golf because it is projected to be windy and cold. – Board agreed to cancel golf for 2022 conference.

Kristina – commented regarding lessons learned and suggested recording and conveying lessons learned to carry on that knowledge to future planning groups/committees.

Next conference – Fairmont '23, Billings OR Boise '24 & '25

Stephanie to check availability and dates for Fairmont and get space reserved, Andrew to check Boise for '24 or '25 April dates and confirm which year with executive board.

- d. Officer and Committee nominations -
- e. Scholarships & Awards -

- f. Other – Fall Board Meeting – Red Lodge accepted – Thurs. afternoon meeting; then dinner, Friday travel day Sept. 22-23; Chris H. to arrange accommodations.

**VIII. ADJOURN** – Chris H's motion to adjourn, Stephanie 2<sup>nd</sup> approved. 4:45 pm