

**Texas Chapter, APWA
Executive Committee Meeting**

February 10, 2008

Item I Call to Order

President Gillett called the meeting to order at 3:00 p.m. The meeting was held at the Waco Convention Center (in conjunction with the Short Course), Waco, Texas. The following officers and members were present:

Executive Committee:

Steve Gillett	Nancy Beward
Inas Aweidah	J. C. Wood, Jr.
Jim Foster	Tim Tumulty
Steve Voiles	Ronnie Bates
Matt Singleton	Jim Amick
Don Ward	Carlos Sanchez
Greg Wine	Bobby Balli
Dean Bayer	Susan Causey

Guests:

Steve Voiles	Kristina Ramirez
Richard Ridings	Jayne Longley
Kent Hickingbottom	Richard Martinez
Mark Pavacheaux	Paul Causey
Rich DePalma	Ron Harper
Keith Pulaski	John German
Tom Wendorf	

Item II Introductions

President Steve Gillett asked for introductions.

Item III Minutes

The minutes from the 11/08/07 Board meeting were read and approved.

Item IV Old Business

A. 2007 Congress Reimbursement

2007 Congress Finance Committee Chair John German accepted the appreciation of the Texas Chapter. President Steve Gillett acknowledged the hard work of the Congress Committee and the appreciation of the \$40,083.00 reimbursement.

B. Revenue Distribution Committee

Nancy Beward reported that the committee would meet soon to compile recommendations regarding the 2007 Congress reimbursement. The committee will consist of the two TPWA treasurers, Ronnie Bates (current) and Nancy Beward (past treasurer) and representatives from all Branches. The committee will present a written proposal to the Board at the June Board meeting.

C. SOP Committee Report

Tim Tumulty reported that he has sent an SOP to committee and interested members for review and comments. Tim hopes to have something to present to the Board at the June Board meeting in Galveston. Members of the committee are: Tim Tumulty, Ronnie Bates, Nancy Beward, Kristina Ramirez, Sharon Valiente, Linda Sutherland, Mark Hines and Larry Peirce.

Item V President-Elect

Jimmy Foster

A. Awards

Jimmy Foster reported that eight APWA award nominations have been completed and are ready to mail and there is the possibility that the Texas Chapter will submit eleven total award applications.

B. Scholarship

Jeff Ground submitted a written report that Megan Moreno has been awarded a \$1000.00 TPWA educational scholarship.

Item VI Vice President

J. C. Wood

A. Chapter Dinner

J. C. Wood reported that he is working on the Chapter dinner and has contacts in New Orleans to assist. 200 attended the 2007 Chapter dinner. Mr. Wood asked the Board if more space was needed in New Orleans because of the close proximity to Texas. After discussion, J. C. will plan for 100 including the Oklahoma Chapter. **Jimmy Foster made a motion and J. C. Wood seconded to sponsor five international guests. The motion passed.**

It was discussed that next year's TML Conference will be held in San Antonio and Bobby Balli will coordinate the booth and volunteers.

B. Branch Reports

1. Greg Wine submitted a written report for the Southeast Branch. (Attached)
2. North Central Branch President submitted a written report in Board packet.

C. Education

Bobby Balli reported on behalf of Kent Hickingbottom that the Short Course is offering an exciting program. Several technical committee chairs contributed to the program. There were some problems with some chairs and they had to get others to assist. Steve Gillett reported that he would replace those technical committee chairs that are not responding. Mr. Balli reported that topics and speakers are needed for the Galveston Conference. Steve Gillett reported that Emergency Management must be a topic at the conference. Bobby asked that Board members contact Deborah Parker and Kent Hickingbottom. Susan Causey applauded Nancy Beward and Jim Foster as Board members doing educational programs at the Short Course.

D. 2008 Short Course

Chapter Administrator thanked the 2008 Short Course Committee for their thorough efforts. Chairman Steve Voiles stated that the Course is on track with 201 pre-registered and 32 sponsors.

E. 2008 Annual Conference

Greg Wine presented a written report (attached). Steve Gillett requested that the 2008 Annual Conference Committee meet with the 2009 Annual Conference Committee immediately after the Conference at the Lime Breakfast to discuss the do's and don'ts of conference planning.

F. 2009 Annual Conference

The 2009 Annual Conference will be held in El Paso. Steve Gillett asked if the location needs to change location? Richard Ridings volunteered to help the public works group in El Paso reorganize. Richard asked that the Board wait forty-five days to see if the group needs help with change. It was stated that New Mexico needs to be invited to the El Paso Conference. Mr. Ridings will know by mid-March what can be expected from the El Paso group.

G. Site Selection Committee

Nancy Beward stated that site selection RFP will go out in a couple of weeks.

H. 2009 Short Course

Dean Bayer reported he is looking for a chair of the Short Course Committee and has three folks line up. Dean is in need of a subcommittee list to establish. Nancy Beward and Susan Causey will help Dean.

I. TCEQ No report

Item VII Secretary

Nancy Beward

A. Membership

Kristina Ramirez reported that each Branch needs to submit a Branch membership contact person to Kristina or Jerry Ortega. The membership goal is to make the Texas Chapter number one in membership growth.

B. Participant Editorial Committee

Susan Causey reported that submissions for the next Participant are due at Headquarters on March 10th. The Spring Participant has been scheduled to maximize advertisement of the 2008 Galveston conference.

C. Web Site Report Susan submitted a written report (attached).

D. Headquarters Report

Susan Causey submitted a written Headquarters report (attached) and announced that the national APWA PACE application will be due on June 1st in Kansas City. Susan asked individuals to submit any information to be included by May 1st as the application will be

submitted to national APWA on May 15th. The PACE application serves as a history of the Chapter and all Branches and Branches are encouraged to participate in the process.

Item VIII Treasurer

Ronnie Bates

A. Year-end Financial Statement

Ronnie reminded the Board and Branch leaders that Branch year-end financial reports, including audits and bank statements are due at Headquarters and Ronnie Bates by March 1st. TPWA Headquarters will consolidate with Texas Chapter financials and submit to national APWA by March 15th.

B. Financial report

Written report attached.

Item IX Trustee

Bobby Balli

Bobby Balli reported that as Trustee he will be the TPWA Sergeant-at-arms and to perform duties will study the TPWA By-laws.

Item X APWA Delegate

Tim Tumulty

Tim Tumulty stated he will learn from Jim Foster how to be the APWA Delegate and he will do his best. May 7th is the next meeting of the APWA House of Delegates to be held in Kansas City.

Item XI TML

Matt Singleton

A. Legislative Issues

Matt Singleton announced that there will be a legislative issues meeting immediately following the Board meeting. Richard Ridings will chair the committee tasked with developing a white paper for the Governor in response to the Governor's request. The paper will define public works position and priorities of public works.

B. TML Annual

TML will be held in San Antonio this year. Matt Singleton requested topics and suggested speakers for the 2008 TML TPWA's Affiliates Day program. TPWA will not be able to meet at the Convention Center and will have a breakfast meeting as was done this year. Breakfast and meeting will possibly be held at Shilo's on October 30th.

As Trustee, Bobby Balli will coordinate the booth at the TML Conference.

Item XII New Business

A. Legislative Agenda

Steve Gillett appointed Richard Ridings Chairman of the Legislative Report Committee. Mr. Gillett asked that the report be submitted to TML for review since all TPWA agenda must be run through TML for approval. The committee will prepare argument on status of infrastructure to present to the Governor. Steve Gillett suggested that the technical committee chairs be involved in this process.

B. Appointment of HOD Alternate Delegate

Steve Gillett reported that the APWA Region 7 Director has decided not to seek a second term. Tim Tumulty is the current Texas Chapter House of Delegate representative and has stated that he does not want to focus on the national level but concentrate on the Chapter level. Jim Foster has declared his interest in running for Region 7 Director. **Matt Singleton made a motion for the Board to nominate Jimmy Foster for the position. J.C. Wood seconded. The TPWA Board unanimously decided to nominate and support Mr. Foster.** If Mr. Foster is elected as the APWA Region 7 Director, the TPWA Past President will chair a meeting to resolve the TPWA Board vacancy. The HOD Delegate position should be addressed by June therefore the Board will be aware of the vacancy.

The alternate HOD Delegate position is currently vacant. Tom Wendorf, Buddy Barnes and Larry Peirce all who have held leadership roles in the Texas Chapter have expressed interest in the HOD position. **Jimmy Foster nominated Tom Wendorf as someone who has interest in the APWA national level and has served the Texas Chapter to fill the position. The nomination was seconded. A vote was taken and the motion passed.**

C. Chapter History

Tom Wendorf reported that he has visited with Dr. Schneider at the Institute of Texas Cultures—part of UTSA. He reports that they could serve as the repository of the Texas Chapter history at a cost of less than \$25,000. **A motion was made that UTSA be asked to develop a preliminary scope, budget, timetable, etc. The motion passed.**

D. Kent Hickingbottom

Chapter Administrator, Susan Causey asked that the Board recognize Kent Hickingbottom for his significant contribution and hard work. The Board expressed their appreciation.

Item 13 Adjourn

There being no further business, the meeting adjourned at 4:55 p.m.