

AEP San Francisco Bay Chapter
September 21, 2010 Board Meeting Agenda
Conference Call



1. Board Member Role Call - **Brett**
1. WELCOME: Interested in Participating on Board
 - Jamie Dean, SF PUC
 - Megan Steer, ESA
 - Scott Sjulín, AMEC Earth & Environmental, Inc.
2. Past Board Meeting Minutes Approval - **Brett**
3. Director Update – **Leslie**
 - Chapter Bylaws
 - Elections
4. President Update – **Terri**
5. Programs Update – **Emma, Geoff, Michelle, Brian S.**
 - Holiday Party
 - Gulf Oil
 - Climate Change
 - Off-grid Energy
 - Silent Auction
6. Newsletter/Blog Update - **Andre**
7. Legislative Representative Update – **Nisha**
8. Student Update – **Terri & Emma**
 - a. Scholarship Committee – **Terri**
 - 2011 Scholarship Applications (*Student Scholarship Coordinator*)
 - Fundraising (*Scholarship Fundraising Director*)
 - Selection (*can be anyone interested in joining as approved by the Board*)
 - b. Student Outreach Director – **Terri**
 - Interested in position?
 - HSU Update
 - SSU Update
 - c. Scholarship Awards & Benefits Fundraising Idea – **Emma**
 - San Diego Example (See Attachment)
9. Website Update – **Andre**
 - Posting RFPs
 - Board Identification Layout
 - Student Page Updated
10. Membership Update – **Andre**
11. Treasurer Update – **Kyle**
 - Mailing Address: 1625 Shattuck Ave, Ste 300, Berkeley, CA 94709
12. Other Items

Current Email Contacts

1. Terri McCracken - mccracken_terri@yahoo.com
2. Leslie Tice - Leslie.Tice@ch2m.com
3. Brett Becker - brett.becker@sfgov.org
4. Kyle Simpson - kyle@dceplanning.com
5. Andre Morand - aep.newsletter@gmail.com
6. Emma Jack - emma.jack@gmail.com
7. Geoff Danker - Geoff.Danker@CH2M.com
8. Nisha Chauhan - nishac77@gmail.com
9. Michelle Julene - mjulene@sonoma-county.org
10. Steve Noack - steve@dceplanning.com
11. Jamie Dean - JDean@sfwater.org
12. Megan Steer – megsteer@gmail.com
13. Brian Holt – bholt@ebparks.org
14. Marc Descollonges - mdescoll@gmail.com
15. Lynne Bynder - califaep@gmail.com

Location: DC&E, Berkeley

- I. 1815: Meeting called to order.
Present: Brett Becker, Terri McCracken, Leslie Tice, Nisha Chauhan, Andre Morand, Kyle Simpson, Steve Noack, Michelle Julene, Brian Strachan, and Jamie Dean
- II. Board Minutes Approval: The Board voted to approve previous meeting minutes of April 13, 2010 and June 6, 2010.
- III. Board Member Update: The Board discussed each board member’s date of election and who were up for election this fall. Current Board Members are Terri McCracken – President, Leslie Tice – Director, Brett Becker – Secretary, and Kyle Simpson – Treasurer. Geoff Danker and Michelle Julene were confirmed by the Board as interim VPs of programs for the SF/Peninsula and North Bay regions. The VP positions for the East Bay and South Bay are still open. Appointed members are Andre Morand – Newsletter Editor and Membership Director, Nisha Chauhan – Legislative Rep, Steve Noack, Legislative Rep, Jessica Viramontes – Student Scholarship Coordinator, and Emma Jack – Scholarship Fundraising Director. The Student Representative appointed positions remain open. The SF AEP staff are Marc Descollonges – Webmaster and Lynne Bynder – State Management. Steve Noack was recently elected as one of the State AEP Directors at Large and Brian Holt is serving as the SF AEP Academic Advisory Rep. SF AEP Committees include Website (Jessica, Marc, Andre, and Brett), Scholarship Selection (Jessica, Terri, and Brett), Legislative (Nisha and Steve) and Academic Advisory (Brian Holt). SF AEP members interested in helping the chapter include Scott Sjulín, Jamie Dean, Andy Waggoner, and Brian Strachan. The Board briefly discussed the roles of scholarship and fundraising coordinators but tabled this discussion since Emma and Jessica were absent. The Young Professionals Group that Geoff had started was also briefly discussed. This discussion included whether the name should be changed to encompass not just young planners but new planners to the planning field. Nisha expressed interest in helping Geoff with this group. The Board discussed that we need all Board Members elected into positions by January 2011. Leslie will figure out date for the election and process.
- IV. Student/Scholarship Update: The Board tabled this update to the next meeting since Emma and Jessica were absent.
- V. Website Update: The Board discussed a recent request to post an RFP on the SF AEP website. The Board was receptive to doing this for free. Marc said that he could assist by creating a separate webpage for RFPs and managing the page and requests. The cost would be \$150 to set up and manage. The Board voted to allocate \$150 to pay Marc to set up the RFP webpage. Leslie asked the Board if we could consider not charging for job postings and whether this could be considered a membership benefit. The website committee will check in with Marc to determine if there would be additional cost involved with job postings. In the least, allowing for RFPs and job postings would likely boost web traffic for the SF AEP website.
- VI. Program Update: Geoff provided the following update via email:
 - o 10/1 – Oil Spill Event (Emma has more details)
 - Speaker and date secured
 - Still need a venue for approximately 50 people (maybe dual arrangement with Climate Change Event)
 - Food being arranged with Dominic

- Last week of October – Climate Change Event
- Chris Calfee, Best Best & Krieger LLP will be presenting on *Communities for a Better Environment v. City of Richmond*
- Still need a private sector/consultant type who is an expert on climate change analysis
- Still need a venue for approximately 50 people (maybe dual arrangement with Oil Spill Event)
- Food being arranged with Dominic
 - Student Scholarship Program
- See Emma's email
- Start getting the word out: I think every Board member should have the goal of securing 2 or 3 donations each!
 - Holiday Party
- I can help if needed, but we we're thinking this would be a great project for Nisha or Scott or other newbie
 - AEP/SPUR Renewable Energy Event
- SPUR Urban Center is reserved for January
- Still coordinating with SPUR concerning format and speakers
- The Elkhorn Slough event was on hold due to low interest but has been resurrected for Sept. 2010. It was discussed that we need 50 people to make the event happen with 25 reserved for AEP members. Another potential event is a joint social with APA at Jupiters in Berkeley.

VII. CEQA Workshops Update: Terri provided the following info:

- Fall Beginning & Refresher CEQA Workshop
 - Cotati – Thursday, October 14, 2010
 - Oakland – Friday, October 29, 2010
- Proposed 2011 Workshop Titles & Schedule
 - Spring: Leg, Court Case, & Initiatives (Jan 30 - Feb 11)
 - Summer: Practical Tips i.e., Mitigation Measure writing, WSAs, etc. (May 16-27)
 - Fall Basics/Refresher (October 10-21)

Steve and Leslie will get together to figure out speakers for the Oakland workshop. Steve will take the lead in setting up the Oakland workshop. Brian Strachan indicated he may be interested in helping out. The State AEP has been talking about doing 3 CEQA workshops a year. The Spring workshop would be focused on case law and legislative issues. The Summer workshop would be focused on practical tips. The Fall workshop would be focused on basics and as a refresher.

VIII. State Board Meeting Update: The next State Board meeting will be in SF on Saturday Nov. 13. Steve asked the Board if we could host a casual social event the Friday before for the State Board. Leslie mentioned that she could help coordinate this event. Steve also mentioned that it would be a good idea if the SF AEP Board could attend.

IX. Newsletter/Blog Update: Andre mentioned that there is not much new to report. He will be sending out an e-blast shortly on upcoming social events and a brief write up on the international environmental dialogue that occurred recently between a couple Board members and folks at the State Department.

- X. Membership Update: The State discussed having new membership categories, including a retired professional and new professional category. Michele mentioned that she has been on the State Emerging Issues committee, which may be helpful for providing information to members regarding hot button issues, strategic partnerships, etc.
- XI. Treasurer Update: Kyle had nothing new to report. He will be coordinating with Brian on some administrative issues.
- XII. Other Updates: A reminder that SF AEP Board meetings are scheduled to occur the 3rd Tuesday of every month. The Board agreed that it would be beneficial to alternative between having a conference call meeting and in person meeting at DC&E. Interested AEP members can contact Brett regarding participation in these meetings. The next Board meeting will be a conference call and will occur 9/21.

SAN DIEGO EXAMPLE SCHOLARSHIP FUNDRAISING/AWARDS EVENT:
2010 San Diego AEP Awards

Tom Ham's Lighthouse on Harbor Island 10.07.10

Ten Years of San Diego Chapter AEP Awards!

About the Event

Come celebrate the 10th annual San Diego Chapter Awards and Scholarship Benefit at Tom Ham's Lighthouse on Harbor Island on October 7, 2010. The evening will start with a cocktail hour on the seaside deck. In honor of our guest speaker, environmental photographer Richard Herrmann, an environmental photography contest will be held during the cocktail hour. See the Call for Nominations (attached) for information on entering the photography contest. The buffet dinner, awards, scholarship presentation, and raffle drawing will follow. Don't miss out on the biggest chapter event of the year!

Call for Nominations

The nomination period is open now through September 2, 2010. Please nominate one or more projects/persons for the following awards categories, which will be presented at the 2010 San Diego AEP Awards event. Please note that the awards categories have been updated this year, and include:

- Outstanding Contribution to the Environmental Profession
- Outstanding Community Stewardship Award
- Outstanding Technical Project
- Outstanding Environmental Analysis Document—EIR or EIS
- Outstanding Environmental Analysis Document—MND or EA
- Outstanding Environmental Resource Document

Environmental Photography Contest (to celebrate 10 years of AEP Awards!)

Individuals, firms or agencies can submit nominations for themselves or for others for projects/persons located in San Diego, Riverside, Orange, or Imperial Counties. Individuals, firms and agencies are limited to one nomination per category. Nominations are due by September 2, 2010. See attached flyer for additional details.

Please contact Rebecca Malone with any questions regarding the nomination process at (858) 638-0915 or rmalone@esassoc.com. We look forward to receiving your submittals!

Call for Sponsors

Your generous sponsorship of the 2010 AEP Awards event will support the San Diego Chapter Student Scholarship fund and help underwrite the cost of the Awards event. We greatly appreciate the continued support that we receive from local agencies, firms, and organizations, as well as new sponsors.

SPONSOR LEVEL BENEFITS

Grey Whale Sponsor \$1,200 Reserved table for 10 in premium location at awards event. Table placard identifying your organization. Half page ad in event program. Listing on all event advertising material. Six slides to play in slide-loop during event. Ten raffle tickets. Recognition on event sponsor board. Recognition on the AEP San Diego Chapter website and newsletter.

Green Sea Turtle Sponsor \$600 Four complimentary admissions for awards event. Quarter page ad in event program. Listing on all event advertising material. Three slides to play in slide-loop during event. Four raffle tickets. Recognition on event sponsor board. Recognition on the AEP San Diego Chapter website and newsletter.

Pacific Seahorse Sponsor \$300 Two complimentary admissions for awards event. Business card size ad in event program. Listing on all event advertising material. Company logo will play in slide-loop during event. Two raffle tickets. Recognition on event sponsor board. Recognition on the AEP San Diego Chapter website and newsletter.

If you would like to sponsor this year's event, please contact Michael D' Alessandro at (619) 400-0613 or mda@deainc.com.

San Diego AEP thanks you for your support.