EXECUTIVE COMMITTEE YEAR-END, NEW BOARD MEMBERS ORIENTATION
AND
STRATEGIC PLANNING MEETING
December 7, 2017

MINUTES

In attendance: Chris Petree, Kristin Asher, Amy Grothaus, Sue Mason, Jeannine Clancy, Lee Gustafson, Steve Albrecht, Andy Broetzler, Nick Egger, Lydia Ener, Jupe Hale, Heidi Hamilton, Monica Heil, Chris LaBounty, Sarah Lloyd, Emily Lueth, Russ Matthys, Richard McCoy, John Olson, Tim Plath, Bridget Rief, Chris Sagsveen, Chuck Schwartz, Greg Stonehouse, Michael Thompson, and Reid Wronski

Guest: Brian Van Norman, APWA Director of Chapter Relations
Pat Schutrop, Chapter Assistant and Recorder

1. CALL TO ORDER
President Petree called the meeting to order at 9:05 a.m.

2. APWA-MN CHAPTER MEETING MINUTES (Amy Grothaus, Secretary/Treasurer; Lee Gustafson, Deputy Treasurer)
   A. Minutes of October 11, 2017 Executive Committee Meeting
      The minutes of the October 11, 2017 Executive Committee were presented.
      MOVED by Steve Albrecht and seconded by Kristin Asher to approve the minutes of the October 11, 2017 Executive Committee meeting as presented. Motion carried.

   B. Minutes of October 13, 2017 Officers Conference Call
      The minutes of the October 13, 2017 officers conference call were presented for information and comment only.

   C. Minutes of November 13, 2017 Executive Committee Meeting
      The minutes of the November 13, 2017 Executive Committee were presented.
      MOVED by Steve Albrecht and seconded by Kristin Asher to approve the minutes of the November 13, 2017 Executive Committee meeting as presented. Motion carried.

3. FINANCIAL STATEMENTS
   A. Account Details
      Deputy Treasurer Gustafson explained the monthly financial statements received from APWA to the new board members. The Secretary/Treasurer reviews the account details to make certain the entries are in order and informs the Executive Committee of any inconsistencies.

   B. Financial Reports

      | For months ending: | November 30, 2017 |
      |-------------------|-------------------|
      | Financial Position | $16,741.00        |
      | Merrill Lynch      | $152,286.77       |

      MOVED by Jeannine Clancy and seconded by Bridget Rief to approve the APWA-MN Chapter Financial Position and Activities Statements for months ending November 30, 2017. Motion carried.
4. **2017-18 BUDGET REVIEW**

   A. **July 1, 2017 – June 30, 2018 Budget**
      Deputy Treasurer Gustafson explained that the Chapter budget no longer is a calendar year budget. The Chapter now aligns with APWA’s budget cycle which is July 1 through June 30.

   B. **Credit card use and reimbursement**
      Receipts for reimbursement are to be submitted to Deputy Treasurer Gustafson as a PDF in portrait layout. He stressed the importance of submitting documents in this fashion to simplify combining documents he submits to APWA’s accounting department. Whenever possible, Gustafson requested committees use the Chapter credit cards for purchasing lunch or other approved purchases. Using credit cards to make purchases simplifies the process for him. Committees can obtain credit card information from the Chapter Assistant.

5. **CHAPTER ASSISTANT CONTRACT RENEWAL**

   Chris Petree and Lee Gustafson met with Pat to review her contract and discuss the addition of accounting responsibilities as reflected in the revised Attachment 1 to the Chapter Assistant’s contract. The monthly base amount was increased from $2,500 to $5,000 to more accurately reflect the amount of time the Chapter Assistant spends on administrative tasks for the Chapter. It also includes $650 to cover estimated accounting duties performed each month. Services performed beyond those amounts will be invoiced at $65/hour. Over the next months, the accounting duties carried out by the Deputy Treasurer will transition to the Chapter Assistant, with oversight by the Secretary/Treasurer and Deputy Treasurer. Members requesting assistance from the Chapter Assistant to perform duties outside those outlined in Attachment 1 must go through the Chapter President for approval.

   **MOVED** by Bridget Rief and seconded by Steve Albrecht to approve the Chapter Assistant’s contract with the addition of the accounting responsibilities. Motion carried.

6. **A TO Z GUIDE FOR CHAPTER LEADERS (Brian Van Norman)**

   Brian Van Norman outlined APWA’s guide to supporting chapters and their day-to-day operations. APWA was established in 1937, is a 501(c)3 nonprofit organization with education as the mission. Its annual budget is $10.3 million with 50% contributed by chapters. APWA’s 2017-2020 strategic goals and key priorities are (1) be the Voice of public works, (2) be the Value of public works, (3) continue focusing on Education and Credentialing, and (4) having dynamic Membership and Chapter structures to support chapters. Below is a brief overview of the A to Z Guide.

   **Accounting.** National has accounting procedures to support Chapters and is currently testing new accounting software to help simplify and coordinate chapters’ financial reporting and accounting processes.

   **Insurance.** APWA holds insurance for its chapters. Van Norman stressed the need for chapters to submit waivers for certain events (such as hockey tournaments, etc.) where personal injury is more likely to occur. Events also need to be posted on the website to be covered by National’s insurance. Higher risk events may have an additional premium of about $250 that is passed on to the chapter. Gustafson stressed the importance for committees to inform the Chapter Assistant of when and where the event is going to take place, so waivers can be issued for an event if necessary. Every injury that occurs, the Chapter President, Chapter Assistant and National’s Director of Finance or Executive Director must be notified of the injury.

   **Contracts.** APWA will review contract chapters for speakers, venues, etc. to see if they contain specific language required by APWA. Contracts of $10,000 or more are required to be reviewed and signed copies submitted to National for their records.

   **Education and Training Programs.** Education and training programs can be reviewed by National staff for compliance with National’s credentialing requirements. National offers many Click and Learn webinars free for chapter members to view. Leadership training is offered every other year and the next Leadership training will be in February 2019.

   **Supporting chapter membership and recruiting new members.** Van Norman discussed creative ways other chapters are using to increase membership. One incentive is a chapter can incorporate a non-member rate at its conferences that essentially covers a never-been-a-member’s first year membership with APWA. Chapters cannot pay membership dues for members, but charging an extra fee complies with IRS rules. The one exception to that rule is chapters can pay for student members’ dues.

   **Future PWX schedule:** The upcoming PWX location schedule is as follows:
   - 2018 - Kansas City, Missouri
   - 2019 - Seattle, Washington
   - 2020 - New Orleans, Louisiana
• 2021 - St. Louis, Missouri
• 2022 - Charlotte, Virginia

**Reporter articles.** APWA is always looking for chapters to share best practice articles for publication in the *Reporter* magazine. The *Reporter* is currently going through a “facelift” to refresh its look.

**Snow Conference schedule.** The upcoming Snow Conference schedule is as follows:

- 2018 - Indianapolis, Indiana
- 2019 - Salt Lake City, Utah
- 2020 - Cleveland, Ohio
- 2021 - Grand Rapids, Michigan

**StudONet.** Young Professionals Network/Student Outreach Network (StudONet) is a resource where young professional liaisons and student liaisons can attend monthly networking conference calls.

**Technical and national committees.** APWA is always looking for volunteers to serve on its technical committees and liaisons to the national committees. A list of the national and technical committees and committee descriptions can be found on the APWA website (apwa.net).

### 7. CHAPTER HOUSEKEEPING ORIENTATION ITEMS

#### A. Executive Committee templates

The Chapter Assistant will send out Chapter templates to the Executive Committee. President Petree reminded committees to forward meeting schedules, agendas and minutes to the Chapter Assistant to post on the Chapter website.

#### B. Directors articles

The Communications Committee has developed a calendar listing when officers, directors, committees and sponsor articles are due. The calendar is only a tool to help coordinate articles. Petree encouraged Chapter members to send content to the Chapter Assistant at any time if they have something of interest to share with the members.

#### C. Committee expectations

As a standardized way of receiving information, committees are encouraged to use the Executive Committee update template to provide monthly updates to the Executive Committee. Committees are also asked to communicate news from the Executive Committee and apply the Chapter’s initiatives during the course of their committee’s activities.

#### D. Meeting attendance

President Petree encouraged Executive Committee members to attend as many meetings as possible and if unable to attend a meeting, to notify the Chapter President and Chapter Assistant prior to the meetings.

#### E. Chapter bylaws

Executive Committee members are encouraged to read through the Chapter bylaws to familiarize themselves with how the Chapter operates.

#### F. 2018 Executive Committee Meeting Schedule

The meeting schedule for 2018 is set. The location will be at the City of Richfield City Hall, from Noon to 2 pm. In addition, the Chapter officers (President, Vice President, Secretary/Treasurer, Past President, Delegate), Deputy Treasurer and Chapter Administrator attend monthly conference calls, usually prior to the upcoming Executive Committee meeting. Minutes from those calls are published for member information.

#### G. Review of 2018 Organizational Chart and Director/Committee Liaison assignments

After discussion, the Executive Committee recommended the following changes to the 2018 organization chart:

- History Committee – add Jennifer Levitt, Co-Chair
- Public Awareness Committee – add Chuck Schwartz as Chair (replacing Russ Matthys)
- Membership & Special Events Committee – Mark Kasma is stepping off the committee. The committee will appoint a new co-chair at its next meeting.
- Liaison to Membership & Special Events Committee – Nick Egger, Director-DPW/CE
• Liaison to Public Awareness Committee – Chris Sagsveen, Director-State/County Regional

8. COMMITTEE/COORDINATOR INTRODUCTIONS AND REPORTS
   A. Audit (Mark Burch, Chair) – No report.

   B. Awards (Sarah Lloyd Chair; Richard McCoy, Vice Chair)
      • The committee administers the Chapter’s national and local award programs.
      • The committee meets twice a year; usually in January to brainstorm for National nominations and again in early fall (October) to review local award nominees.
      • In 2017, the Chapter received eight national awards: three for the Chapter, five project and personnel. Five local awards were awarded: four personnel, one project or the year and two Honorable Mention project of the year awards.
      • Due dates for 2018 National Awards submittals are: February 5-Snow & Ice; March 1-all other national nominations; June 1-PACE.
      • The committee also organizes the annual awards reception for the Chapter during the PWX.

   C. Communications (Lydia Ener, Chair)
      • The committee’s goal is to aid the Chapter committees in communicating through the Chapter’s social media and Chapter website.
      • To increase the content on the website, committee members reach out to the sponsors making sure they are receiving all their publication benefits as a result of sponsoring the Chapter.
      • The Chapter currently has 174 Twitter followers, including cities, counties, MnDOT, other APWA chapters, and StarTribune. Brian Van Norman added that National has a social media webinar in January that might be helpful for the committee to view.

   D. Conference Planning (Jupe Hale and Kristin Asher, Co-chairs)
      • The committee has about 24 members, representing public and private organizations, and meets six times a year.
      • Chris LaBounty serves as the Young Professional liaison to the committee.
      • The committee is responsible for Spring and Fall Conferences for the Chapter. The Fall Conference serves many purposes including outreach, celebrating accomplishments, awards recognition, providing education hours, etc.
      • The committee investigated other venues due to size limitations for the Fall Conference; however, the committee was able to work out the size limitations with Earle Brown by rearranging the conference schedule and placement of the vendor and exhibits.
      • The committee will start planning for the 2018 Spring Conference at Grand View Lodge at the committee’s first meeting in 2018. They will evaluate comments received from the 2017 Spring Conference and consider if the conference should be modified or restructured.
      • The Chapter is in the middle of a 2-year contract with the University of Minnesota (U of M) and gone through some U of M representative changes. The U of M introduced some new policies that significantly affected the Chapter’s conference revenues at the 2017 Fall Conference. One of the significant policy changes made was the cost of materials that were produced in house by the U of M and now is being outsourced. The committee will be evaluating how extensive the Chapter will use them in the future and consider what the Chapter can take on itself.

   E. Diversity (Alyson Fauske, Chair)
      • In 2017, the committee collaborated with the Public Awareness Committee (PAC) on a number of efforts including assisting in an outreach opportunity with the Minneapolis Public Schools by participating in a student career fair for 8th graders.
      • Diversity Grant Application. About three years ago, the committee started exploring the possibility of offering scholarships to advance diversity in the public works community. As a result, the committee developed a grant for the Chapter to provide grant dollars to organizations that support and promote diversity and inclusiveness throughout the Minnesota Chapter with the goal to retain, recruit and encourage diverse populations within the field of public works. Non-profit organizations meeting the 501(c)3 requirements are eligible to apply for the grant. Dan Fick and one of the PAC members have volunteered to evaluate the grant applications. The Diversity Committee is recommending approval of the grant application.

      **MOVED by Reid Wronski and seconded by Sue Mason to approve the Diversity Grant Application and authorize advertisement of the application. Motion carried**
F. **Education & Training (Monica Heil, Chair; Tim Plath, Vice Chair)**
   - The committee coordinates the education and training programs for the Chapter (UUCIS, Leadership Academy, Public Works Certificate Program, Advanced Human Resources for Public Works and Public Works Executive Fellowship). The committee is in the process of a curriculum review of the Public Works Certificate Program with the U of M.
   - It coordinates the Fall Conference Workshop.
   - Manages the scholarship program for the Chapter by receiving scholarship applications and awarding scholarships to qualified applicants to college and technical school students.
   - The committee is looking at offering scholarship opportunities for the fleet certification program.
   - Committee membership is strong and diverse with members from private and public sectors.
   - The committee meets four times a year.

G. **Environment & Sustainability (Michael Thompson, Chair; Sherri Buss, Vice Chair)** – No report

H. **History (Dave Hutton, Chair)**
   - Jennifer Levitt has agreed to co-chair the History Committee with Dave Hutton.
   - The committee is looking for additional ways to document public works that influence the development of our region and state.
   - The committee created a video on public works.
   - The committee created a video commemorating the Chapter’s 70th anniversary which received 2017 APWA national recognition by winning the Exceptional Award for Journalism-Chapter Award.
   - The committee provides articles on “where are they today” public works leaders for posting on the Chapter’s website.

I. **Membership & Special Events (Jason Sprague, Chair)**
   - Membership on the committee is strong and have longevity on the committee. Mark Kasma has resigned as co-chair. The committee will look to appoint a new co-chair at its next meeting.
   - The primary function of the committee is to drive membership to participate in various Chapter events (social hour events, summer golf event, technical tours, charitable events, etc.).
   - The committee manages the annual sponsorship drive.
   - The Student Chapter originated out of the Membership Committee and has been a model for other APWA chapters.
   - The committee continues to have strong ties with the Young Professionals and coordinate overlap of events where appropriate.

J. **Outstate (Reid Wronski, Chair)**
   - The committee focus has been to organize regional meetings to discuss public works issues and reach out to non-members to discuss what APWA has to offer.
   - Currently, there are three regions that are active. Committee members are reaching out to representatives from Red Wing and Lake City to determine a template of topics. Hutchinson and Fairmont are other locations planning to hold meetings.
   - The committee is looking for ideas and input from Chapter members to grow the Chapter presence in Outstate areas.

K. **Public Awareness (PAC) (Russ Matthys, Chair; April Crockett, Vice Chair)**
   - Chuck Schwartz will be the new committee chair replacing Russ Matthys as he serves as the new Secretary/Treasurer.
   - The committee focuses on advocacy in various ways through STEM activities, educating young people about public works, and customers and legislators to support public works.
   - The committee coordinates with other Chapter committees in outreach efforts and opportunities.
   - Currently, working with the Diversity Committee in outreach to the Minneapolis Public Schools and career fairs.
   - A goal for 2018 is to support the Science Museum in promoting its declaration of 2018 as the Year of the Engineer and showing of a video advocating the engineering field.
• Success Beyond the Classroom (SBC) Agreement. SBC was the charity supported by the Chapter during the Fall conference and the PAC will be participating in the 2018 Creativity Festival at the U of M on January 11. The Executive Committee did not have any comments or objections to the agreement.

L. Young Professionals (YP) Committee (Emily Lueth, Alex Jordan, Chris LaBounty and Eric Seaburg, Co-chairs)
   • The focus has been on outreach to young professionals and public works professionals through networking events.
   • The Student Chapter is under the umbrella of the YP Committee and the YPs continue to support them with their various events with students, such as introducing graduating college seniors to APWA during the Student Chapter college graduation party.
   • The YP Committee has assigned liaisons to other Chapter committees when the need arises. Committee chairs can contact any of the YP Committee chairs if interested in a YP liaison to attend a committee meeting.
   • The YPs organized a Fall Conference mentoring program for first-time YP attendees to introduce them to the conference program as well as offer an opportunity to interact with Chapter members. A survey was sent out for feedback and comments returned were extremely positive.
   • The YPs are planning its 2018 calendar of events (annual whirlyball event, ping pong ball, touring another public works facility).
   • Funding YP and Student Chapter Events. The officers would like to discuss funding and sponsoring YP and Student Chapter events and make sure the YP Committee has the funding needed to be successful. This item will be discussed in more detail at the first Executive Committee in 2018.
   ➢ Student Chapter Report:
     o Organized its first speed networking event.
     o Annual election of new officers will be in December 2017.
     o Planning spring networking events.

M. MN2050 (Greg Stonehouse, Chair)
   • The initiative of the MN2050 is to articulate the message for infrastructure funding across the state. The message is focused on public safety, economic development and maintaining quality of life. A lot of the effort has been centered around content and information.
   • The committee’s main push in 2018 will be to get the message out to public works professionals, the public, and the policy makers.
   • 2018 goals will be political engagement (local and federal level), social media and advocacy.
     o Work with the Communications Committee to raise public awareness through social media tools.
     o Advocate at the legislative level by building relationships with those legislators that have an interest and priority in infrastructure.
     o Coordinate with APWA to share MN2050’s message with other chapters across the country.

N. Delegate (Jeannine Clancy)
   • The main goal of the Delegate is to serve as a conduit between the local chapter and the Council of Chapters and share information learned from committees involved in. The Council of Chapters holds two meetings a year.
   • Most chapters have Alternate Delegates and recently the Executive Committee approved the Chapter’s incoming Past President to be appointed as the Alternate Delegate for Minnesota which will allow both people to attend the meetings and help inform the APWA Board of Directors of those things that are important to the Minnesota Chapter as well as allow wider committee participation.

O. Volunteer Coordinator (Beth Engum)
   • Committees are encouraged to contact Beth with any volunteer needs (i.e., committee members, project volunteers, etc.)

9. FORMATION OF GOVERNMENT AFFAIRS COMMITTEE
   The concept of establishing a Government Affairs Committee has become more of a priority for the Chapter over the last year through advocacy in legislative issues, promoting Young Professionals involvement in MN2050, and attendance at the Transportation Day at the State Capitol for the first time by sponsoring people to attend on behalf of the Chapter. The Chapter has had a good channel to advance the Chapter’s membership interests with the MN2050 and Public Awareness Committee.
In conversations with Steve Albrecht about the committee, President Petree asked Albrecht if he would be interested in being the first chair. Albrecht’s term as Director on the Executive Committee is ending and he would volunteer to chair the committee. He has been involved in working on various legislative initiatives. Albrecht recommends the committee not only coordinate directly with the League of Minnesota Cities, Metro Cities, County Engineers, and CEAM, but to develop the Chapter’s unique platform.

Albrecht added the Chapter was noticeably absent from legislative sessions when it comes to issues impacting public works community through public testimony and providing information to legislators. Whether the Chapter decides to have a government affairs committee or not, Albrecht recommended the Chapter have some type of plan in place and mechanism for distributing legislative information out to the public works community. In addition, a government affairs committee could help coordinate and communicate the Chapter’s response on a particular issue.

Past President Mason added the Chapter sponsored an advocacy session at its 2016 year-end meeting and it generated excitement by members to get something going on behalf of public works. There is a need and support to form a government affairs committee.

Clancy also favors the formation of the committee to provide legislators available resources from the public works community to go to for information. Greg Stonehouse recommends the Chapter push beyond its comfort level. He recommends forming the committee with boundaries as a first step in getting the public works community involved and filling the gaps in the MN2050 and Public Awareness Committee efforts.

According to the Chapter bylaws, President Petree can formally establish the Government Affairs Committee as a Chapter standing committee and can appoint a committee chair. The Executive Committee supported establishing the Government Affairs Committee and appointing Steve Albrecht as the chair.

Brian Van Norman added that the Washington Chapter is a good resource to reach out to for what they are doing in legislative affairs.

10. RECOGNITION OF OFFICERS LEAVING BOARD
President Petree recognized the outgoing directors (Andy Brotzler, Steve Albrecht, Bridget Rief and Reid Wronski) and thanked them for their service to the Chapter. In addition, Petree presented Past President Sue Mason with a plaque as an expression of the Chapter’s gratitude for her service to the Chapter over the last four years.

11. CEREMONIAL PASSING OF THE BRIEFCASE
Traditionally, the Secretary/Treasurer presents the incoming Secretary/Treasurer with the briefcase that contains Chapter memorabilia, including something notable from the outgoing Secretary/Treasurer’s year as Secretary/Treasurer. The briefcase also holds historic documents relating to the Chapter.

12. STRATEGIC PLANNING AND GOAL SETTING (Brian Van Norman, APWA Director of Chapter Relations)
Brian Van Norman introduced the planning session by recalling past Chapter accomplishments such as the establishment of the MN2050 and early discussions of how to reach and get Young Professionals involved in the Chapter.

Van Norman started the session by outlining APWA’s 2017-2010 strategic goals: (1) be the Voice of public works (advocacy), (2) be the Value of public works (emphasis working with community), (3) education and credentialing excellence, and (4) engaging membership with the chapter. He challenged the Executive Committee to examine where the Chapter is now and how it aligns with APWA’s goals.

Using APWA’s four strategic goals as a point of direction, the Executive Committee members divided into groups and participated in the group of most interest to them.

The Executive Committee reconvened after the group’s discussion. Each group shared next steps to implement the APWA goal they selected. The final product pulled together outcomes shaping the Chapter’s 2018 focus aligning with APWA’s strategic goals (see attached draft document).
13. ADJOURNMENT/NETWORKING OPPORTUNITY

President Petree adjourned the meeting at 4:01 p.m.

APWA-MN Chapter’s Mission: To advance the theory and practice of the design, construction, maintenance, administration, and operation of public works facilities and services.

Dated: February 7, 2018

Respectfully submitted,

Russ Matthys
APWA-MN Chapter Secretary/Treasurer
STRATEGIC PLANNING MEETING  
December 7, 2017

Voice of Public Works
1. Advocacy.
2. Forming a government affairs committee and determine how it fits in with the overall chapter strategy.

Action steps:
1. Develop mission and scope and get key members to move that along. Mission. Identify experts around key issues.
2. ASCE report card and aligning the key issues with that report.
3. Hiring a marketing consultant – discuss at Feb 2018 meeting
   a. APWA-MN brand
   b. Strategic outreach

Value of Public Works
1. Conferences – how do we continue to provide value through conferences to our members.
2. Reinvesting financial reserves back into the chapter (support an outstate activity, membership growth).

Action steps:
1. See action items under Voice of Public Works.

Education & Training
1. Continue partnership with LTAP.
2. Outreach tools. Budget for education materials to support chapter outreach. Work with National in getting access to its education materials (allowing a license to reproduce materials).
3. Produce videos; create content to develop short videos to push out to members.
4. Provide condensed education and training opportunities (such as public works folks sharing information).
5. Student chapter outreach at St. Thomas (promoting a public works education track).
6. Coordinating utility management.
7. Asset management – educate and promote importance at universities.
8. Public Works professionals to be the educators of asset management.

Action steps:
1. Over the next three years, chapter committees (Public Awareness, E&T, Communications and MN2050) will select champions to:
   a. Collect (2018),
   b. Inventory (2019), and
   c. Catalog (2020) information available to educate public.
2. Work with Executive Committee and Young Professionals to set up meeting with school leadership to introduce APWA, offer support in teaching (i.e., guest speakers) and work to develop relationship.
Chapter and membership

1. Hosting national conferences.
2. Information sharing and networking amongst PW community (such as sub-regional lunch meetings on specific topics such as water supply, etc.). Consider sending a chapter professional to attend the sub-regional groups to share information.
3. Partner with chapter member agencies to offer internships as a way to promote public works.
4. Provide funding (scholarship?) for seasonals to intern (i.e., perhaps have a seasonal coach to encourage seasonals to move them in the right direction). Cost would be about $6,000/year.

Action steps:

1. APWA-MN host APWA national conference every 5-6 years, alternating between PWX (once every 10-12 years) and Snow Conference (once every 10-12 years).
2. Create web page on chapter website – supporting peer-to-peer resource collaboration:
   a. List of existing public works peer support groups (i.e., CONDAC, Metro Engineers, etc.).
   b. Template on how to start/continue a peer support group.
   c. Post upcoming peer support group meeting agendas.
   d. Post/tweet photos/tags of peer support group meeting on APWA-MN twitter account.
   e. Communications Committee to assist (Lydia Ener).
3. Support grant opportunities for APWA-MN partner agencies to provide internships and seasonal hiring:
   a. Look to San Diego chapter for resources.
   b. Need to consider this goal either together or in lieu of current scholarship program.