

WCIECA Board of Directors

Location: Zoom Meeting

Date: January 19, 2023 (2:00 p.m. – 3:30 p.m.)



Meeting Minutes

Minutes Distributed: 01/24/23

Approval: 04/20/23

1. Call to Order

President Sotelo called the WCIECA board meeting to order at 2:11 p.m. with a quorum of directors in attendance.

2. Roll Call

Officer Directors

Melanie Sotelo, President

Jeanne Duarte, Treasurer & Administrative Vice President - ABSENT

Richard Dunbar, Technical Vice President - ABSENT

Stephen Knutson, Secretary - ABSENT

Directors

Danny Reynaga

Julie Etra - ABSENT

Matthew Renaud

Erika Horn

John Oldenburger III

Chapter Administration - *Cyndi Brinkhurst, Administrative Assistant*

3. Announcements: – None

4. Review and Approval of Minutes

Director Renaud moved to approve the Board Meeting Minutes of November 8, 2022. Director Reynaga seconded the motion. All approved.

5. Financial Report – President Sotelo relayed an overview of the finances from an earlier briefing from the treasurer. Financially we are on track this year.

6. President's Report

President Sotelo gave a meeting update.

7. Committee Reports

Special Committee Reports

Hawaii Conference Committee – Directors Horn & Reynaga

- Troy Ogasawara is willing to help us find a venue and use his connections to bring in people. The committee will meet with Troy/stakeholders via Zoom with an overall goal to have an event.

8. Unfinished Business

A. Strategic Planning Effort - *tabled until next meeting.*

- Review goals in FACe FUNCTIONAL ACCOUNTABILITY CHART
- Committees - refer to FACe
 - *Marketing/Communications*
 - *Education/Events*
 - *Membership Development*

Select a chairperson and committee members. Assign one board member to each committee. Brainstorm for more members.

Action: Email an invite to members to ask for committee signups to help the board. See responses next meeting. Look into incentives like including names and subcommittee members in newsletter, provide training at discount, announce committee members at annual chapter meetings.

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B. Next Event?

Master Class in Erosion and Sediment Control: Post-Fire Remediation and Field Demonstrations

- April/May 2023 Lake Tahoe
- Subcommittee (Directors Reynaga, Renaud, Treasurer Duarte, and Shay Navarro)
 - Collaborate with TRPA (50-75 people venue?)
 - 1 day event, in person and via Zoom (if capabilities exist at venue)
 - Board to provide topics/people/ideas.
 - Discuss in class – private applicators applying fire retardants (concern with runoff).
 - Get sponsorship.

Director Reynaga reported he has not been able to connect with Shay Navarro.

CA CGP (new permit effective in September)

- Summer 2023 via Zoom (panel- Brandon, builders, city, county, BIA).
 - Ask the regulator/panel format.
 - Passive treatment. TMDLs, RUSLE2
 - Panel to cover it in an overview webinar/lunch series – Director Duarte to spearhead.
 - Highlight the difference with the two permits.
 - Work with vendors to develop C factor inputs for their products?

Multichapter Webinar

- President Sotelo will contact other chapter presidents in the west and ask if they want to join in the Tahoe event (wildfire/fire retardants) or for any other topic webinars.

Hawaii Event 2023 (Aug. booth) 2024 workshop

- City and County of Honolulu Stormwater Quality Conference

Regional Conference

- Best location and month?
- Hawaii or CA? 2024 (1-2 days) put together a committee including at least 2-3 locals.

Booth at CASQA, BIA or other agencies

S. CA Erosion Sediment Control – tabled for future consideration.

- Construction/Industrial aspects
 - Intermediate 1 day class (fundamental BMPs, design components (non-fire), active treatment/polymers)

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9. New Business

A. IECA Conference/General Membership Chapter Meeting, Tuesday Feb. 7, 4–5 pm CT 2202

- Who will attend – Directors Duarte, Dunbar, and Oldenburger.
- In-person and via Zoom - because it is outside of our area to be inclusive, we should make it virtual as well. Who to host call – President Sotelo. In-person host/moderator with a laptop Director Duarte with help from Directors Dunbar and Oldenburger.
- Agenda – Admin. will coordinate with host and moderator (introduce BMs, sign in roster at door, general introductions, announcements, invite to join a committee/be a social media mentor, fun interaction, student moderators to introduce themselves and talk about project, plug poster, ask for articles). Take pics of the event, conference and sign in sheet, then send to administrator.
- Bar – sponsor drink tickets (budget ~50 @ \$10)
- Two student scholarship awardees
- Admin. to get list of attendees and send invite, reminder 1 week before, reminder day before, reminder 1 hr. before.
- IECA Annual Meeting Tuesday Feb. 7, 3:15-3:45 pm CT 2505AB

B. Next Newsletter/Articles – Due March 6

- President's Message
- News curated from IECA
- Item of interest/ project/ why I am an IECA member etc.
- Conference – Chapter meeting info
- Other suggestions? Invite others to submit articles
- Report on strategic planning/call out for committee members
- Wanted marketing mentors for social media, ads, website/advertisement

10. Next Meetings

A. 2023 Board Meetings set dates 2:00 p.m. – 3:30 p.m. via Zoom

- April 20
- September 21
- November 16

B. Chapter Membership Meeting

- Tuesday February 7, 2023, 4-5 pm CT Location: 2202

C. IECA Annual Conference

- 2023 Kansas City, MO, February 5 – 8
- 2024 Pacific Northwest Spokane, WA 50th Anniversary of IECA?
- 2025 Richmond, VA

11. Adjourn 3:25 pm

Minutes respectfully submitted by,

Stephen Knutson – Chapter Secretary

Cyndi Brinkhurst – Administrative Assistant