

REVISED
NARFE CHAPTER 1192 EXECUTIVE BOARD MEETING MINUTES
November 15, 2021

Call to Order: Vice President Nancy Crosby called the virtual meeting to order at 10:00 a.m. She conducted the meeting for President Pat Turner who could not attend. She welcomed members, reminded them to silence electronic devices and asked them to stand for the Pledge of Allegiance.

Attendance: Members present besides Vice President Nancy: Lorie Bennett; Mary Binder; Liz Bowers; Ellen LeVee; Faye Vlieger; John Wetterling; Larry Williams.
Absent: Johanna Caylor; Pat Turner; Darleen Wall.

Officer and Committee Reports

President: Pat Turner

- Nancy again welcomed members. She said President Pat had an unexpected meeting she needed to attend, and that Johanna was having Internet problems and a conflicting appointment. She would be covering items Johanna wanted to have discussed.
- Jessica Klement, staff vice president, policy and programs, leaving NARFE – Nancy asked Mary to share information she had received regarding Jessica’s departure. Mary provided highlights from an email WSF President Steve Roy sent November 10, which included an email from NARFE Executive Director Barb Sido. Jessica’s last day with NARFE will be November 26. She has accepted an advocacy position with the American Society of Travel Advisors. Her departure will result in the following changes within NARFE:
 - John Hatton will assume the role of staff vice president, policy and programs (Jessica’s position);
 - Marsha Padilla-Goad will become director, grassroots;
 - Ross Apter will become director, legislative and political affairs;
 - Erin Carter will be director of programs, with her assumption of the program and logistics aspects of meetings and events, including FEDcon, webinars and other face-to-face and virtual meetings.
 - Ross’ previous political associate position description is being rewritten. Once that is done, it will be posted internally for those interested and qualified.

Nancy asked for a copy of the email announcing Jessica’s departure. Mary said she would send it to the board. **[Note: Sent after the meeting.]** Mary suggested sending a card to Jessica congratulating her and thanking her for all she has done to support the chapter over the years. The board concurred. Mary said she would send the card this week.

- Installation of chapter officers, 2022/2024 – Mary will install Pat Turner as president; Nancy as vice president; and, Liz Bowers as treasurer at the December 1 meeting. Nancy, as past WSF president, will install Mary as secretary. After discussion the board decision was to have the installation at the beginning of the meeting vs. at the end.
- Chapter committee coordinators, 2022/2024 – Nancy said Darleen, caller coordinator, and Johanna, membership coordinator, have said they were willing to continue serving in their current positions. At the board meeting, the other coordinators were also willing to continue – Mary, PR/newsletter and legislation coordinator; Faye, sunshine coordinator; Ellen, service officer; John, NARFE-PAC coordinator; Larry, Alzheimer’s coordinator and webmaster. Mary added that she needs to provide WSF Secretary Linda Wallers with any updates for the quarterly WSF directory. Based on the elections and committee coordinator information, she can now do that– that is, no changes.

Vice President/Hospitality: Nancy Crosby – Nancy said she'd met with the Red Lion catering office [Jillian Stricklin, senior sales manager, Red Lion sales office] regarding the chapter's 2022 contract with the hotel. Lunch price, including tax and tip, will increase from \$20.00 to \$21.02. Salad, entrée and dessert are included in the price; adding rolls, which some members have requested, would add another dollar. The guaranteed number – 15 – remains the same. That is, if the chapter does not have at least 15 members buy lunches, the chapter would have to make up the difference. The menu is basically the same as this year with some minor tweaking, e.g., switching January and March menus; having a croissant vs. ciabatta for the chicken, bacon and avocado sandwich. Regarding cancelling a meeting for weather issues, Nancy said she wants to add in "or a government mandate" to the contract to cover this category of shut down. Nancy proposed the chapter pick up the \$1.02 increase so the member price would remain at \$20. Liz made a motion to this effect, Larry seconded it, and the motion passed unanimously. Pat has authorized Nancy to sign the contract. Nancy will provide members an update at the December 1 chapter meeting, and in the January/February chapter newsletter. There was board concurrence that we need to continue to emphasize the importance of meeting the 15 paid-lunch minimum.

Treasurer: Liz Bowers

- 2021 chapter budget – Liz provided an update on recent collections and expenditures. Currently, between the checking and savings accounts, the chapter has \$17,542.52. Looking at expenses for the remainder of the year, Liz said the chapter is doing fine. Nancy asked Liz for additional stamps. Liz said she would have them for Nancy at the December meeting. She has them in the cash box.
- 2022 budget – Liz said she wants to wait until after the November dues deposit from NARFE to finalize the draft budget. There was a discussion on projecting conference expenses – something hard to do as there are many unknowns. Mary shared that at this point NARFE is planning for an in-person national conference in August. [Note: August 21-23, Westin Kierland, Scottsdale, Arizona.] Details regarding a WSF conference are still not known, e.g., will the federation again be picking up some costs.
- Name tags – Nancy said some members have requested we again have name tags at chapter meetings, and that she is willing to make them. Faye reminded members about the need to sanitize them if we use the reusable tags we've had in the past. After further discussion, Nancy said she has some stick-on tags that she can bring to meetings and/or purchase more. Members can print their name on a tag when they sign in. Liz said she'd ensure there were markers.
- 2020 chapter audit – Faye has completed a review of the chapter's 2020 financial records, but there needs to be a second review. Both Lorie and Ellen volunteered. Lorie will do the second review for 2020; Ellen will do the second review for 2021. Mary asked Liz for a copy of the signed audit form for her secretary's records and as the DVP I vice president, and reminded Liz to send a copy to Arlene Patton, WSF treasurer.

Secretary: Mary Binder

- Mary said she will not be at the February or March chapter meetings and that Ellen will be covering for her. Mary said she can prepare the agendas, as usual, and then will work with Ellen on completing the chapter meeting minutes from Ellen's notes.
- Mary thanked and reminded members about letting her know when they are going to be out of town and/or off the computer for several days. John said he'll be gone November 20 to December 9, so will not be at the December chapter meeting. Mary will be gone from January 8 to sometime in latter March.
- Next board meeting: **Virtual, Tuesday, January 18, 10:30 a.m. [Nancy will send the link.]**

WSF: VP/DVP I Mary Binder; Alzheimer's Chair Lorie Bennett

- **VP Mary** – Mary provided several updates:
 - NARFE has released an updated F-10, *Chapter and Federation Officers Manual*, dated 08/21. She said that after reading a note from Kathryn Hensley, NARFE national secretary/treasurer, on the inside cover, she concluded this is an interim update. To note, Kathryn wrote, "...A current in-depth update is being accomplished and should be on the website very soon..." After discussion about ordering printed copies, the board concurred that each board member could review the document, print it – or whatever portion is relevant to them – if they needed to do so, but that at this point we should not order printed copies.
 - NARFE's new FEDHub launched last week. Besides information in recent NARFE magazines, there was information in last week's *NARFE NewsLine*. Mary asked if any board members had signed on yet. Nancy said she has done a little exploring of the site but nothing official. Mary said she is planning to explore the site soon, and that she anticipates an update from WSF President Steve at the December 2, WSF board meeting.
 - Federation Presidents' Meeting, November 9 – Mary said she has not received a recap from President Steve but expects one at the December WSF board meeting.
 - NEB virtual meeting, November 16-18 – Mary said she registered for the meeting, which started at 6 a.m. today, but has not yet logged in. She said she hopes to attend at least part of the meeting and, again, expects an update from WSF President Steve at the December WSF board meeting.
- WSF board meeting, Thursday, December 2, noon. Mary said all members are welcome. If members have previously attended a WSF virtual meeting, they will automatically receive an invite with the link from WSF Secretary Linda Wallers.
- **DVP I** – Mary reported that chapters are still struggling. An example is the Northwest Cascades chapter. Chapter members have received a letter regarding the possible closure and are meeting virtually to further discuss.
- **Alzheimer's Chairman Lorie** – No report.

Sunshine Coordinator: Faye Vlieger – no update since the November chapter meeting. On a separate note, Faye said she has had trouble getting to chapter meetings due to an ongoing conflict with the day and date; however, she said she hopes to be at the December meeting and may be bringing a guest.

Service Officer: Ellen LeVee – Ellen provided several reminders/updates:

- FEHB Open Season started November 8 and runs thru December 13, including for dental and vision coverage.
- WSF Virtual Health Fair, November 22 – Ellen said members should have received and/or will be receiving information about this fair electronically. Representatives from the various plans will be providing information about their respective plans.
- The local health fair is scheduled for November 30, Federal Building/U.S. District Court, 8:30 to 10:00 a.m. Ellen said she has been working to get additional information, and ask about having a NARFE table, but has had trouble getting returns to her phone calls. She said she even stopped by the Federal Building and talked with an HR representative who recommended she contact the FEHB program point of contact for the state. Ellen followed through and got some additional information but still did not know if we would have a table. Mary suggested bringing a card table as a backup in case we are not provided a table. Ellen said she has one that she can bring. Mary added that she has the new banners that Ellen

can use on the table. For Johanna, Nancy shared that Johanna has prepared packets for the fair and that they are in the chapter's service office in the Federal Building.

- Ellen reminded the board about the November 18 NARFE Medicare Part B webinar. With Medicare and Medicare Part B premium increases still somewhat uncertain, Ellen stressed the importance of staying informed.

Public Relations/Newsletter: Mary Binder

- November/December chapter newsletter:
 - Articles are due to Mary by Friday, December 3. While early in the month, Mary said she needs to get the newsletter to B&B Express Printing by December 13 to meet their holiday schedule. B&B will be closed from December 23 thru January 2. Mary said she would provide members some ideas on content.
- In the interest of time at the meeting, Mary referred members to the agenda for the:
 - Combined Federal Campaign – solicitation period runs thru January 1.
 - 2022 Photo Contest – theme, “America in Focus;” photo deadline, February 28.
 - 2022 NARFE/FEEA Scholarship Program – applications now available.

Legislative: Mary Binder

- National legislation – Mary provided a couple of updates:
 - WEP/GPO reform – another bill has been introduced in Congress, H.R. 5834, The Equal Treatment of Public Servants Act. It is the fourth piece of legislation introduced in the 117th Congress focused on either repealing or reforming WEP. In the recent *NARFE VOICES*, NARFE's grassroots newsletter from Marsha Padilla-Goad, there are details/explanations on all the current legislation regarding WEP and GPO. While it can be confusing, Mary said that the good news is that these issues are finally getting more attention that they have had in the past.
 - Congressman Dan Newhouse is hosting a couple of events for veterans, including in the Tri-Cities, Friday, November 19, 5:00 to 7:00 p.m., Richland Federal Building. This is billed as a “listening event.” A Yakima event is Saturday, November 20, 10:00 a.m. to 2:00 p.m., Yakima Convention Center. This is billed as a “veterans service fair.”
- State legislation:
 - Mary said she has been invited to attend an annual Washington Policy Center (WPC) event in the Palm Springs area the weekend of March 11-13. She said the event is at a development in Indian Wells, just a block from her home.
 - Mary said she wanted to provide additional information on Dr. Ben Carson's new initiative, the American Cornerstone Institute, and in particular, the Little Patriots program. Dr. Carson referenced this initiative/program at the Spokane annual WPC dinner/fundraiser in October. Mary added that she'd not done a good job at the November chapter meeting providing this information and would be providing further details at the December meeting. Per the Institute's website, the Little Patriots initiative is a “...free, online resource to use to teach children civics lessons, history, and American Values at home, in the car, or after school ... It is an all-in-one platform featuring online lessons, at-home activities, patriotic books, and sing-alongs to teach children about our country's founding principles.”
 - Nancy expressed concern that some of our members who are still working may be affected by the new state long-term care legislation that takes effect in January. Would federal employees have money deducted from their pay. Mary said she did not believe so as she and Pat previously worked this issue, but Mary said she would again check. **[Note: After the meeting, Liz sent Mary and Ellen information**

confirming that federal employees working in the Washington State are not affected by this legislation, that is, not subject to this tax.]

NARFE-PAC: John Wetterling – John said he did not have any real updates, that he's not received much information from NARFE. He added that he won't be receiving the 4th quarter NARFE-PAC reports, for the period ending December 31, until sometime in mid-January, so he won't be able to provide an update until the February chapter meeting.

Alzheimer's Coordinator: Larry Williams – Larry provided a recap of the chapter's annual white elephant fundraiser for the NARFE Alzheimer's Research Fund at the November meeting. He said he was "personally pleased" with the items, the support from chapter members and the ticket sales. Between checks and cash, he collected **\$2440**. Some of the money collected was from members who were making their annual donations. He said he would hand deliver the checks to Lorie [as the WSF Alzheimer's coordinator] for her processing.

- Larry said he said he would need more tickets for next year's event. After discussion, Liz said she would check on getting more, e.g., at Office Depot, as she will need more tickets for the free lunch and 50/50 drawing.
- Mary shared a "regifting" issue she and Nancy encountered with a donation of a Curves basket. Nancy won the basket but gave enclosed free member certificates to Mary as there are no more Curves outlets in the Tri-Cities and Mary said she has gone to the one remaining in the greater Palm Springs area when she winters south. However, in checking the certificates, she found that they all had expired in 2012 and were for a specific Tri-Cities Curves. While somewhat humorous, in the big picture, having expired/outdated items in the auction is not good. Mary suggested that for next year, instructions include information about not donating expired items. Larry suggested the verbiage be "no expired white elephants!"

Webmaster: Larry Williams – Larry reported the following:

- He said he thought the website was up to date but has found several items that need updating. He is working on these.
- Training with Randy Grekowicz – Larry said he talked with Randy after the November chapter meeting about being his back up. Randy said before getting together for training with Larry, he wants to do some studying. Larry said the training will happen but that he did not have a time frame.
- NARFE WordPress web system – Larry said he had nothing new to report on this, but also hasn't done further research.

Membership: Nancy for Johanna Caylor.

- Distinguished members – Johanna had questions:
 - National-only members, including former chapter members now in this category, eligibility for this recognition. Johanna wants to know if she as the chapter membership chair needs to notify NARFE about those national-only members in this geographic area eligible for the recognition. If she is not responsible to do this, do members in this category get this recognition and if so, how. In her DVP I role, Mary said she would check into this, that is, send an email to Region IX VP Linda Silverio via WSF President Steve Roy and check the NARFE FH-6, *Member Record Manual*. **[Note: Sent email after the chapter meeting. Per Linda Silverio, it is a federation responsibility to notify NARFE. Checked the FH-6. Nothing about national-only members and distinguished member recognition. WSF President Steve Roy wrote that the federation has not pursued the recognition as the member retention coordinator position is vacant.]**

- If NARFE sends the recognition certificates and other material, should the chapter still send a congratulatory letter to the chapter member and if so, before or after they receive the NARFE material? The board discussed this question and concurred that the letter should go out before the member receives the material, be signed by the chapter president, and include the membership chairman's name and contact information so if the member does not receive the material within 30 days, they can contact the chairman. However, an issue/concern is – what is the NARFE turnaround time for sending out the recognition material once they are notified by the chapter membership coordinator, or other chapter point of contact. Nancy said she would query Johanna regarding the time frame/how the process works.
- Regarding the congratulatory letter, Mary will update the template and provide to Johanna for her initial review. **[Updated letter template sent November 15 to Johanna.]**
- Mary said she recently reviewed some of NARFE's updated/new recruitment sources and information on the NARFE website and found it very interesting and helpful. For example, there is a letter that can be easily modified and sent to prospective members. She recommended board members take a look at this information under "Officer Resources."
- Mary also reported that she received the updated template for the WSF retention/attention postcard from President Steve. This was a project Rich Wilson had worked on prior to his death, including having copies printed. An initial distribution was made to federation chapters, including 25 sent to Chapter 1192. While President Steve believes there is still a supply from the printing Rich had done, he has not been able to locate it. Mary said she is working on printing some for Johanna using the file President Steve sent and postcard templates she has. Nancy said she has card stock that could be used. Mary and Nancy will work on getting some printed for Johanna to give to her at the December chapter meeting. This is an interim fix until President Steve can locate the supply and/or have more printed.

Caller Coordinator: Nancy for Darleen Wall – Nancy said that Darleen shared with her that she wants to work with the callers regarding stressing the importance of getting information on special meals when they make their calls, and also on reporting other issues they and/or members may be having.

Open Discussion Items: Nothing for open discussion.

2021 PROJECTED MEETING PROGRAMS

12/01/21 Jeff Peterson and his mellow trumpet return for a holiday music program
(Confirmed; POC: Liz Bowers)

2022 PROJECTED MEETING PROGRAMS

01/05/22 FORGE, youth mentoring program presentation (Confirmed; POC: Mary Binder)

02/02/22 Jason Mercier, director, Government Reform, Washington Policy Center, will provide his annual Washington State legislative update (Confirmed; POC: Mary Binder; Nancy will introduce Jason at the meeting)

03/02/22 Franklin County Historical Museum update (Tentative; POC: Mary Binder)

04/06/22 Terry & Kathy Maurer, antique appraisers, return to provide an update on the world of antiques; members bring items (no weapons) for appraisal (tentative; POC: Mary Binder)

05/04/22

06/01/22

09/07/22

10/05/22

11/02/22 Annual Chapter White Elephant Fundraiser for the NARFE Alzheimer's Research Fund – members bring items for the auction (tentative; remind members to bring items, cash/checkbook; POC Larry Williams)

12/07/22 Holiday Music Program

Adjourn: 11:44 p.m.

2017 BRAINSTORMING SUGGESTED PROGRAMS – from January 2017 chapter meeting (Mary)

1st PNNL and Projects – completed (January 2020, 2013 chapter meetings; POC: Mary Binder)

2nd Hanford: Advisory board; Resource Center; EEOICP; Toxic Substances & Worker Health – update (last presentation, February 2011)

3rd Benton-Franklin Dial-a-Ride Service (new presentation)

4th Manhattan Project National Park – update (last presentation, May 2016, WSF convention)

5th Habitat for Humanity – update (last presentation date, unknown; Linda Bauer, point of contact)

5th TRIDEC (new presentation)

6th Audubon Society (new presentation)

6th CBC Observatory (new presentation)

6th Richland Citizens Police Academy (new presentation; Cerise Peck, 509.528.0245, point of contact)

6th Tri-City Union Gospel Mission (new presentation)

6th Uber Services (new presentation)

6th Veterans Coalition (new presentation)

6th VFW – Veterans' Benefits (new presentation)

7th LIGO (new presentation; chapter made a site visit, October 2014)

7th The Reach (update; last presentation, January 2012)

7th Young Marine Program (new presentation)

8th Animal Rescue – program overview; where to make donations (new presentation)

8th CBC Planetarium

OTHER POSSIBLE FUTURE PROGRAMS – new; brought forward

Amazon call center, Kennewick – function of the center (POC: Larry Williams)

Aviation History in the Tri-Cities – presentation by Malin Bergstrom, president, Bergstrom Aircraft, Pasco (Note: Check if this can tie into Pasco Old Airport Tower restoration; POC: Mary Binder)

Pasco Old Airport Tower – restoration (POC: Mary Binder)

Franklin County Historical Society – newly remodeled museum (POC: Mary Binder)

Local/Regional Wine Industry/Wine Programs – WSU/Walla Walla programs; vineyard – how, what, why, where; winemakers – careers, background, successes, etc.; starting a winery (Liz Bowers suggestion)

Central Basin Audubon Society (POC: Steve Howes)

Service dogs – training and types of service (POC: Mary Binder)

WSU Extension Service/Master Gardeners – programs, training (POC: Larry Williams; still pursuing)

City of Kennewick's "Bridge to Bridge" Redevelopment (POC: Larry Williams)

Drones – uses and challenges (POC: Larry Williams)

Port Directors – update on port activities

CBC's Culinary Arts Program

Women Helping Women – a women/children-focused program

CHAPTER GROUP ACTIVITIES/SPECIAL PROGRAMS – PLANNED AND FUTURE IDEAS

Dust Devils – 2022 (POC: Lorie Bennett)

White Bluffs/Ringold – history and current status (POC: Steve Howes; Lorie will talk with Steve)

Hanford Reach National Monument (POC: Steve Howes; Lorie will talk with Steve)

MCBONES Research Center Foundation, Coyote Canyon Mammoth Site (POC: Lorie Bennett; on hold)

Pacific Northwest Regional Observatory/CBC Planetarium (POCs: Mary Binder, Larry Williams) possibly in 2016; Larry said he has talked with POC Mike Brady regarding a tour

Lamb Weston – tour (POC: Lorie)

WSU Wine Science Center (tour; POC: Mary Binder)

Registering Voters (Johanna suggestion; she updated the board on the feasibility of doing this as a way to provide NARFE/the chapter exposure; volunteers would be needed; she'll continue to get more information, e.g., would this be feasible before the November elections)

Moore Mansion tour – new owners as of 2020 (POC: Mary Binder)

McNary Wildlife Refuge Tour (POC: *Lorie Bennett*)