Executive Committee Meeting Minutes

DATE: 11/14/2019
Location: Southern Industrial Constructors; 6025 Triangle Drive, Raleigh, NC 27617
11:00 AM – 12:00 PM

Executive Committee Member Attendance: (underlined = elected officer, Pa)

**Kim Blatz**, President
**Jon Wallace**, Delegate
**Matt Machles**, Secretary
**Pat Ragan** – Program Chair / President
** elect
**John Cala** – Membership Chair
**Alicia Mitchell** – Awards Chair

**Jay Sprankle** - Treasurer
**Chris Hinson** – Delegate
**Robin Barfield** – Government Affairs
**Bryce Lawlor** – Social Media Chair
**Ogaga Tebehaevu** – Academic
**Recruiting Chair**
**Steve Bock** – Program Chair (Nominee)

Executive Committee Meeting
Called to order at 11:12 AM
Quorum was established with 5 elected officers, with 8 total EC members present.

Standing Business

Minutes of Last Executive Committee Meeting:
September’s minutes were approved. Kim Blatz made a motion to accept the September Executive Committee Minutes. Jon Wallace seconded. Motion carried.

Treasurer Update:
Prior to the meeting, Kim sent a copy of the Treasurer’s report and the August and September budget reports on Jay Sprankle’s behalf to the EC members to review. The report is pending further clarification from Jay during the next EC Meeting. Pat made a motion to accept the August and September reports. Jon Wallace seconded. Motion carried.

Kim also sent a copy of the September ECU financial report to be reviewed. Jon made a motion to accept the report. Ogaga seconded. Motion carried.

Sponsorship
Kim reached out to Bowen EHS regarding sponsorship but there has been no response. Also waiting to hear back from SafeGuard; Stephen Bock knows them through workman’s comp and will reach out to them to see if they would like to sponsorship. Kim can also reach out to them, as well. Ogaga will reach out to his potential sponsor through ECU.

**Executive Committee Member Update:**

Stephen Bock has accepted the role as Program Chair. Jon made a motion to make Stephen the Program Chair. Pat seconded. Motion Carried.

**ASSP Leadership Conference**

Kim, Ogaga, and Pat attended the ASSP Leadership Conference in Chicago in October. Great feedback was provided by Kim and Ogaga regarding the information that was presented, as well as the speakers and general attendance.

Pat felt the conference was excellent and enjoyed the opportunity to meet with members of other Chapters. The communication was good and allowed for members from different chapters to engage with each other. He specifically liked the speaker on leadership.

Pat will attend the conference again next year as the Chapter President Elect.

**Fall ROC**

Kim attended the ROC and enjoyed the conference and enjoyed being able to connect with other members of the Reginal Chapter.

**Leadership Online Training**

Stephen will take the online Programs Chair training on the ASSP Website.
WISE Program

Laura Joyce would like to be a member of the WISE group. WISE has a Facebook page that is used for communication for events and programs. It also includes a tool for Society websites to connect between different chapters. Laura will more research regarding this tool.

October Technical PDC

The Chapter Six Technical PDC ended in the black and 43 attendees were present for the full-day event. It was a great turn out and received a lot positive feedback regarding the presenters and hands-on activities. A profit of $3180 was also generated for the Chapter. Most attendees (95%) were satisfied or very satisfied with the speaker and information presented. The speaker quality was shown through their preparedness and knowledge of the information.

Thank you to the NCDOT for hosting (Jarvis), as well as Pat for presenting and putting in the time to organize the event, food, and handouts. The location was great for allowing members from around the area to attend. Also, special thanks to Julian (Regional VP) for attending.

Pat specifically stated his thanks for all the work put in by the Executive Members that attended and helped with the setup, as well as the smooth functionality of the event. Specific thanks to Kim, Arlene, Jarvis, Chris, Bryce, Matt, Jon Wallace, Joseph Hall, Sean Davis, John Cala, Robyn, and Jay.

Jon extended his regards to Pat for getting it set up and organized.

Next Technical Meeting

Rescue for Fall Protection and Confined Spaces rescue. Pat will look at the company name and contact information that will provide the hands-on training for rescue.

We have six members that are past due their annual payment. Pat suggested reaching out to them to see why they no longer want to be a member, and if they would like to renew their membership. John Cala will look into populating the Active, New, and Expired members to see who are “Expired” and to reach out to them regarding
expiration. We should also look into finding any upcoming memberships that will expire and reach out to them, as well.

**Communications Updates:**

President Newsletter will be sent out in the next week. It will include a Member Spotlight for the newsletter and on the website to highlight specific credentials and employment information of various members. This will allow other members and potential members to see who the other members are and their career paths. This month will feature Todd Thornton from BASF, and next month will feature Laura Joyce for her WISE participation.

**Total Members**

Need some clarity on the number of Student Section members out there.

**Other Business**

We have the December 4th Active Shooter technical meeting

The next Executive Meeting will be held at Alicia’s house on Thursday December 12th and will also include a pot luck.

Jon Wallace moved to adjourn the EC meeting at 11:50 AM. Kim Blatz seconded. Motion carried.

**Chapter Business Meeting 11/14/2019 following the EC meeting**

Meeting reopened by Kim at 12:14 to announce the Toys for Tots funds for safety gear for kids. Donations are accepted. Kim opened a motion for the match. Jon motioned to make the fund match at $250. Alicia seconded. Motion carried.

An award was given to David Machles for being a member of ASSE / ASSP for 25 years. Special thanks to him for his committed service in the safety field.

Respectfully submitted,
Matthew L Machles
Matthew Lee Machles, Secretary