



North Carolina Chapter American Society of Safety Professionals

<http://nc.assp.org/>

Executive Committee Meeting Minutes

DATE: 09/09/2021

Location: Virtual Executive Committee Meeting

11:00 am – 12:00 pm

NC Executive Committee Member Attendance:

Elected Officers	Office	Present?
Robin Barfield, SMS	President	Yes
Ogaga Tebehaevu, MS, CSP	President-Elect	Yes
Matt Machles	Secretary	Yes
Jay Sprinkle, CSP	Treasurer	Yes
Jon Wallace, MBA, CSP	Delegate	Yes
Frieda E. Sanders, Ph.D., AOEE, MESH, IH-MESH	Delegate / Awards Chair	Yes
Executive Committee Members	Office	
Jarvis Gray, MS	Government Affairs Chair	Yes
Monte Simpson	Program Chair	Yes
Chris Hinson, CIH, CSP, CHMM	Website Coordinator / Nominations and Elections Chair	No
Bryce Lawlor, CSP	Social Media Chair	Yes
Jeff Meddin	EC Member at Large	Yes
Stephen Bock, CSP, ARM	EC member	No
Mike Behm, PhD, CSP	Student Affairs Chair	No
Appointed Members	Office	
Anthony Dohmann, CSP, CHST	Communications Co-Chair	No
Mike Conner, MS, CSP	Academic Recruiting Chair	No
Doug Gaylord, SMS, CHMM, MS	Membership Chair	No
Eric Waagner, GSP	Communications Chair	Yes
Guests	Representing	

Note: A quorum is a majority (four) of the six elected officers or a majority (seven) of the thirteen executive committee members with at least two elected officers.



North Carolina Chapter American Society of Safety Professionals

<http://nc.assp.org/>

Executive Committee Meeting

Presiding: Robin Barfield, Chapter President

Minutes: Matt Machles, Chapter Secretary

Robin Barfield called the meeting to order at 11:01 PM. A quorum of six elected officers eleven total EC members were in attendance.

August Meeting Minutes

Jay had a few changes for the August meeting minutes and will provide those to Matt Machles for changes before submittal. Jay also had some questions regarding the vote of approval for the new members and co-Chairs for various positions.

Jay noted that the EC has to elect EC members. Any other Chapter members or other attendees can participate and can serve on committees, but cannot vote on the EC motions unless elected to the EC.

The size of the EC matters because it affects the number of members required to meet the quorum. If the EC is too large, it may be difficult to meet the quorum for some EC meetings.

Jay moved to approve the August Meeting Minutes with the updates and changes suggested. Robin seconded. August Meeting Minutes approved with the changes discussed.



North Carolina Chapter American Society of Safety Professionals

<http://nc.assp.org/>

Treasurer Update

Prior to the September EC Meeting, Jay Sprankle sent out the August Finance report. The July Finance Report had been sent out in August, but the approval vote was tabled during the August EC Meeting.

Jay presented the dues and expenditures. He provided other budget items, including budgeted Student Section support and upcoming Safety Conference expenses for this year.

Robin made a motion to accept the July and August Finance reports. Ogaga seconded. Finance and budget reports accepted.

Jay also mentioned providing and approving / voting on gift cards for the guest Technical Meeting speakers. He suggested, along with Jon Wallace, to go with the universal gift cards such as Amazon. The EC budgeted a \$15 gift card for the guest speaker for their time.

Ogaga mentioned that the Region is asking Chapters to challenge their members to donate to the foundation and will provide information. He will send out an email with further information for a future decision and vote of approval.



2021-2022 Meeting Schedule

Name	Organization	Date	Meeting Type
Josh Dobson	NCDOL	9-Sep-21	Virtual
Caleb Syvester	Boston Dynamics	14-Oct-21	Virtual
Erik Hedman	SuitX	10-Nov-21	Virtual Changed due to Holiday.
		9-Dec-21	Virtual
Scott Mabry	NCDOL	1/13/2021	Live/Virtual
Albert Albertson	NC State	2/10/2022	Live/Virtual
Alesia Ferguson	NCA&T	3/10/2022	Live/Virtual
Mike Behm	East Carolina	4/14/2022	On Campus / Virtual
		12-May-22	
Officer Installation		9-Jun-22	

During the July EC Meeting, Robin presented the proposed slate of meetings and noted that topics and locations have not been finalized. All speakers listed above have confirmed willingness and availability.

Open Items or New Business

Robin mentioned holding an in-person meeting after March. Jon Wallace will be attending the ROC this month in Austin, TX.

Robin submitted the COMT and those have been approved.

House of Delegates vote on September 28th.

We will also need to submit Nominations for the 2022-2023 Chapter Year.

House of Delegates Discussion

Jon Wallace spoke about the House of Delegates meeting vote taking place on September 28th. They will be changing the House of Delegates to an “At-Large Advisory Group.” This will be a shift moving away from the House of Delegates to an advisory group. There is not yet a clear understanding as to how this will affect the next 1-5 years moving forward.



**North Carolina Chapter
American Society of Safety Professionals**

<http://nc.assp.org/>

Robin shared general information regarding this new concept, which raises more questions than answers. Jon will attend the Conference and House of Delegates meeting next week, and Robin will be attending virtually. Frieda will also be attending the conference virtually.

Jay suggested making a motion to not approve these changes until they provide better clarification. I don't recall if this was seconded or voted on.

Jeff Meddin made a motion to adjourn. Jon Wallace seconded. Meeting adjourned at 12:01 pm.

Respectfully submitted,

Matthew L Machles

Matthew Lee Machles, Secretary