



## Executive Committee Meeting Minutes

DATE: 10/14/2021

Location: Virtual Executive Committee Meeting

10:45 am – 11:45 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                              | No       |
| Monte Simpson                                 | Program Chair   | Yes      |
| Chris Hinson, CIH, CSP, CHMM                  | Website Coordinator / Nominations and Elections Chair | No       |
| Bryce Lawlor, CSP                             | Social Media Chair                                    | No       |
| Jeff Meddin                                   | EC Member at Large                                    | Yes      |
| Stephen Bock, CSP, ARM                        | EC member   | No       |
| Mike Behm, PhD, CSP                           | Student Affairs Chair                                 | No       |
| Committee Chairs                              | Office  |          |
| Anthony Dohmann, CSP, CHST                    | Communications Co-Chair                               | Yes      |
| Mike Conner, MS, CSP                          | Academic Recruiting Chair                             | Yes      |
| Doug Gaylord, SMS, CHMM, MS                   | Membership Chair                                      | Yes      |
| Eric Waagner, CSP                             | 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 10:47 PM. A quorum of six elected officers and twelve total EC members was in attendance.

### **September Meeting Minutes**

Due to confusion with the most current September Meeting Minutes, the vote to approve last month's Minutes will be tabled for the next EC meeting.

### **Treasurer Update**

Prior to the October EC Meeting, Jay Sprankle sent out the September Finance report.

Jay presented the dues and expenditures. He provided other budget items, including budgeted dues for Microsoft Teams. Jay is still waiting on last month's Student Section report.

Jeff Meddin made a motion to accept the September Treasurer's report. Ogaga seconded. Finance report accepted.



## North Carolina Chapter American Society of Safety Professionals

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

### **2021 Leadership Conference**

Ogaga spoke briefly about the Leadership Conference and mentioned that five or six Chapter Members will be attending. This conference presents a great opportunity to earn CEU's and make connections with other Members.

This will take place virtually and will be next Thursday and Friday October 21 and 22 for most of the day. Great feedback regarding the virtual platform and provides excellent information and social engagement.

Jeff suggested we share this information to the Chapter Members and see if others would be interested in attending virtually. Ogaga noted that online sign-up is closed, but there is a number to call in order to sign up.

### **ASSP 2022 Call for Nominations**

Multiple positions opened for Nominations are available for safety-focused topics. This is open until October 22, and include Board of Directors, Council, and Regional positions.



**2021-2022 Meeting Schedule**

| <b>Name</b>          | <b>Organization</b> | <b>Date</b> | <b>Meeting Type</b>                 |
|----------------------|---------------------|-------------|-------------------------------------|
| Erik Hedman          | SuitX               | 14-Oct-21   | Virtual                             |
| Caleb Sylvester      | Boston Dynamics     | 10-Nov-21   | Virtual Date changed due to holiday |
| Josh Dobson          | NCDOL               | 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                        |
| East Carolina        | Mike Behm           | 4/14/2022   | On Campus / Virtual                 |
| Open                 |                     | 12-May-22   |                                     |
| Officer Installation |                     | 9-Jun-22    |                                     |

**Open Items or New Business**

Robin reported on the NC Covid influx has been seen in the last few months in North Carolina. North Carolina case numbers have been increasing the past two months and would be nice to see the numbers reduce and move down towards Moderate. With the NC State Fair and indoor hockey events, there may be an increase in the number of cases, especially in the Raleigh / Wake County area.

Chris Hinson has received the Rising Star of Safety by the National Safety Council.

Jeff suggested nominating Chris for the National SPY Award, which could be due for next year. Ogaga will also look into when the nominations are due for the 2022 Nationals SPY Award.

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

**COMT**

Currently on schedule with COMT points and planning reports.



## North Carolina Chapter American Society of Safety Professionals

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

### **Awards Chair**

Determined that awards and recognitions will be presented in the Newsletter since we holding most meetings virtually.

Frieda would like to highlight some new Chapter Members in the newsletter, as well as Anthony Dohmann as this month's Spotlight. We will also have ten or so new Student Section members coming on in the next year.

### **Sponsorship**

Robin has reached out to Fisher; minimal sponsorship activities since we are not holding in-person technical meetings or appropriating funds for events.

### **Website / Social Media**

Chris and Bryce have been coaching Eric Waagner and Anthony Dohmann for transitioning and providing back-up assistance. Chris has shown Anthony how to upload the Minutes and maintain the Chapter website.

Bryce was also not available to discuss updates as Social Media Chair. Robin opened the floor to discuss current social media issues. There is a need for better communications within the Executive Committee and between the EC and other Chapter Members.

Jay suggested Robin sending out an updated invite for the Executive Committee Meeting, but it's each member's responsibility to go to the Chapter website and get onto the Technical Meeting. We will also need to determine the start time for the EC.

Robin will take the action to speak with Bryce regarding sending out one invite for each Executive Committee meeting.



## North Carolina Chapter American Society of Safety Professionals

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

### **Membership Chair**

Doug spoke on the current Membership, including a few new Members. He will update his report to ensure the correct number of active and inactive Chapter Members.

### **Government Affairs**

Jarvis was not present for the meeting but provided Robin some brief information regarding Federal and State covid plans. This can be discussed in more detail in the next EC Meeting.

### **House of Delegates Discussion**

Jon Wallace spoke about the House of Delegates meeting vote taking place on September 28<sup>th</sup>. He attended the Safety Conference last week, which included an open discussion for Delegates. Jon added that he had a very positive experience at the 2021 Safety Conference and expressed his gratitude towards the Chapter for reimbursing his expenses.

Jon is cautiously optimistic but would like more clarification from Society regarding the exact terms of the updates. They also discussed a possible expansion of the House of Delegates. There was concern about Society reducing the Chapters' ability to vote and restrict our options and decision-making.

Jon suggested asking for a work chart of exactly what Society has in mind, and to provide some more clarification. Frieda mentioned it is left to be seen whether the Delegate votes will be restricted or not.

Jay asked when the vote will occur; Jon mentioned that this vote will take place in late January 2022. Society will need to provide us clarification in the coming weeks to ensure the Chapters are informed of the details.

Jeff contacted Brad and got us in touch with Society in hopes to get some clarification and understanding as to what this decision would mean for the future. We'll need more transparency before making an informed decision and taking a vote.



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

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

*They have considered 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.*

Jay Sprankle made a motion to adjourn. Frieda Sanders seconded. Meeting adjourned at 11:44 am.

Respectfully submitted,

*Matthew L Machles*

Matthew Lee Machles, Secretary