



Executive Committee Meeting Minutes

DATE: 01/13/2022
 Location: Virtual Executive Committee Meeting
 10:45 am – 11:45 am

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 Sprankle, 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, GSP	Program Chair	No
Chris Hinson, CIH, CSP, CHMM	Website Coordinator / Nominations and Elections Chair	No
Bryce Lawlor, CSP	Social Media Chair	Yes
Jeff Meddin, CSP	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	No
Mike Conner, MS, CSP	Academic Recruiting Chair	Yes
Doug Gaylord, SMS, CHMM, MS	Membership Chair	Yes
Eric Waagner, CSP	Communications Chair	Yes
Guests	Representing	
Mark Scott	NC Department of Transportation	

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/>



North Carolina Chapter American Society of Safety Professionals

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

Executive Committee Meeting

Presiding: Ogaga Tebehaevu, Chapter President Elect

Minutes: Matt Machles, Chapter Secretary

Ogaga Tebehaevu called the meeting to order at 10:48 PM. A quorum of six (majority) Elected Officers and twelve total EC members and one guest was in attendance. Ogaga facilitated the Executive Committee Meeting in Robin Barfield's stead due to work-related activities (inclement weather concerns).

December Meeting Minutes

Prior to the January EC Meeting, the December meeting minutes were sent out to the EC for review. Matt Machles made a motion to approve the December Executive Committee Meeting Minutes. Jay Sprankle seconded the motion. Motion passed to approve the December meeting minutes.

Treasurer Update

Prior to the January EC Meeting, Jay Sprankle sent out the December Finance report.

Jay mentioned donating additional funds to the Student Section for upcoming conference fees for this Chapter year. He is waiting to hear back from Mike Behm with Student Affairs regarding any fees or assistance needed.

Ogaga discussed a potential scholarship assistance in conjunction with Society, and to possibly add it to the budget for this year. Ogaga made a motion to donate \$500 for scholarship through the ASSP Foundation. Frieda Sanders seconded the motion. Motion passed to approve allotting \$500 towards the ASSP Foundation.

Jay presented the dues and expenditures for December. There was not a lot of activity except for the Microsoft Teams account fees, as well as some gifts for previous speakers. Some of the fees and donations also included the Toys for Tots donation matches. We also had an increase in income from the dues for recurring members.



North Carolina Chapter American Society of Safety Professionals

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

Since we have not had any in-person meetings to budget for, we are in the black after accounting for membership dues

Matt Machles made a motion to accept the December Treasurer's finance report. Jeff Meddin seconded the motion. Motion passed to approve the December finance report.

Nominations

The Nominations Committee has been named, pending submittal to Society. Chris Hinson will need to submit the names of the Nominations Committee members; Ogaga has already added this to the COMT.

The Nominations Committee is as follows:

Chris Hinson (Nominations and Elections Chair)
Jarvis Gray (Government Affairs Chair)
Doug Gaylord (Membership Chair)
Monte Simpson (Program Chair)

Ogaga has requested that the names be submitted to Society and to confirm with him.

Elections

Jarvis mentioned adding the upcoming EC Chapter positions that are open for elections to the Chapter Website. The only open position is likely President Elect, as all current positions will be held or filled. Jarvis will reach out to Chris Hinson to confirm the Nominations / Elections Committee listed in the previous section. Jay confirmed that the list of nominees is required, but notifications to the Chapter Members are not required at this time.

The name of the EC Nominees should be presented 30 days prior to the Chapter vote in April and sent out to Chapter Members for consideration.



North Carolina Chapter American Society of Safety Professionals

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

COMT

Ogaga shared the current COMT numbers, current standing, and explained the point structure. He went through the current status and described the line items and how they worked. We are currently on track heading into 2022.

On-going items are currently in red and will be changed to black once completed. Ogaga also added the attendees for the National Safety Conference. Points will also be added from the donation to the ASSP Foundation.

Awards Chair

Frieda mentioned that the Spotlight is getting finalized for February. She also recognized members for 40 years of service all the way down to five years.

Communications Chair

Anthony Dohmann was not present for the EC Meeting. Doug Gaylord is the Membership Chair and may work directly with Anthony to provide further information and/or outreach.

Communications Chair Purpose: The chapter communications chair facilitates the flow of information between the chapter Executive Committee and the chapter membership and ensures that members have access to timely and relevant information about the chapter, ASSP and local OSH issues.



North Carolina Chapter American Society of Safety Professionals

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

2021-2022 Meeting Schedule

Name	Organization	Date	Meeting Type
Scott Mabry	NCDOL	01/13/2022	Live/Virtual
Albert Albertson	NC State	02/10/2022	Live/Virtual
Alesia Ferguson	NCA&T	03/10/2022	Live/Virtual
East Carolina	Mike Behm	04/14/2022	On Campus / Virtual
Open		05/12/2022	
Officer Installation		06/09/2022	

At-Large Items

Jeff Meddin spent a few minutes discussing some open items. He mentioned that they had a Membership Drive to help promote and recruit new Chapter Members. Anthony Dohmann was also in attendance and provided some information for those that were present. Jeff asked that they accept credit for this effort in the COMT.

Sponsorship

Robin has reached out to Rob Fisher; minimal sponsorship activities have transpired since we are not currently holding in-person Technical Meetings or collecting funds for events. Robin asked how we should go about “removing” the sponsorship name from the Chapter website.

Jay will take the action look at this process and will let Chris, Anthony, and Eric know about the update. Robin will make a final effort to reach out to Rob regarding his current sponsorship status.



North Carolina Chapter American Society of Safety Professionals

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

Website / Social Media

Eric Waagner took the time to thank EC Members for providing information for updating the Chapter Website.

Ogaga asked if there was a personalized communication in regards to Technical Meetings for the month. Bryce mentioned that we do send out an email reminder every month, and we get points for doing this.

Bryce will be working on the Newsletter for this month. Bryce requested content for the Newsletter for January. Jeff asked Bryce to include the EC Members and contact information for Chapter Members.

Membership Chair

Doug presented the Membership Report and provided a brief update to the EC meeting. We have 439 current members with a few new members, plus one transfer. There were no new members since the last EC meeting.

Programs Chair

Jarvis was not available for the meeting due to NC DOT urgency items. It has been confirmed that the Technical Meeting is still good for today, and the speaker's bio information has been provided.

Jarvis mentioned that Johnston County presentation will be in April, and Wake Tech will be scheduled for May. But he will take the Action to confirm and update the EC for next month's meeting.



North Carolina Chapter American Society of Safety Professionals

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

Government Affairs

Jarvis discussed the vaccination mandates that are being challenged on a Federal level and weighed-in by the Supreme Court. After the EC Meeting adjourned, the Federal mandate was stuck down.

He noted the Approximation that will take place in May but had nothing else to add.

House of Delegates Discussion

Jon mentioned that there is a Delegates Meeting early February, but it will not be a vote of any sort.

Robin will take the action item to reach out and see if more clarification can be provided, especially with the vote a few months away.

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 the January EC Meeting. Jeff Meddin seconded. Meeting adjourned at 11:34 am.

Respectfully submitted,

Matthew L Machles

Matthew Lee Machles, Secretary



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

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