



AMERICAN SOCIETY OF SAFETY PROFESSIONALS

Gulf Coast Chapter

Meeting Date: 09/02/2021

Members in Attendance: Jeron Quincy; Carrie Atkins; Rex Anderson; James Charo; Jason Kuntz; Chynell Hollis

Virtual Attendance: Krystle Hodge; Danielle Maassen; Luke Albrect

Visitors / Guests in Attendance: Jay Spivak; Leslie MaGaha; Mark Hernandez; Ron Sokol; Norman Richie; Tash Baksh; Justin Lopez (AIHA)

Absent: Doug Rush; Daniel Boreman; Laurie Knape

Meeting Called to Order: 8:05 AM

ACTIONS OF MEETING

Motion to approve previous Meeting Minutes for June – motion approved.

SECTION UPDATES

Energy Corridor

- EC is currently in the process of setting up meetings with local schools and colleges.
- EC would like to host a social soon, but will possibly postponed due to current uptick in Variant D cases
- EC inquired about gifts for guest speakers.
 - Treasurer stated there are items available for purchase on ASSP website
 - Process would be to purchase items and submit itemized receipts for reimbursement.
 - Treasurer stated that EC chapter should have a card soon, reason for delay is card was originally kicked back due to address issues.

COMMON INTEREST GROUP (CIG) Updates

- **WISE**
 - Currently looking for a member to lead the WISE Group.
- **BISE**
 - No Updates
- **HSP**
 - Asked for chapter to focus on Hispanic Heritage Month; see examples from Bakersfield Chapter
 - Committed to hosting a social event in October.

TREASURY Update

- Balance total(s) \$133,811.87.
- Wells Fargo Updates
 - Waiting on final approval with Wells Fargo to open new sub accounts so sections can have access to funds. Treasurer is working to get sections their own purchasing cards.
 - Last thing that must be changed is our name and address associated with the account before new accounts can be formed.

- Treasurer to continue to address specific requests (for expenditures) on an as needed basis. There are forms that must be filled out as a matter of record.
- 2021 Tax Submission
 - We did not generate an income of more than 50 K. When we don't meet that ceiling, society files our taxes for us. The situation was the exact same last year.

COMMUNICATION

- EXCOM members were reminded that if anyone wants to make announcements on the social media accounts, please reach out to Krystal and let her know.
- Krystal announced to group (and will send out an email) that she'll be handling the newsletter in Danielle's absence.
- Carrie to send Krystal a registration and sponsorship link to share thru the newsletter for PDC
- A request was suggested that EXCOM members submit at least 1 idea (per year) for a newsletter section and send it to Krystal; for inclusion in the newsletter.
 - Ron Sokol committed to providing an article a quarter; concerning regulatory updates.
- A member asked if space could be sold within the newsletter to vendors / service providers
 - VP of Communications committed to drawing up a proposal for it. Proposal (s) on pricing by space in the newsletter will be provided at the next EXCOM meeting.

MEMBER SERVICES

- Updates were provided for 2022 PDC Planning. Currently members services is working on a survey of the GC chapter, to get handle on where people are located, i.e., Location vs General Chapter Meetings and/or Conferences if members want to attend a General Chapter Meeting in person or PDC events.
- 2022 PDC is tentatively scheduled for April 22nd of next year.
 - Current locations under consideration are the Omni, the Woodlands and Hobby Marriott South.
 - Member Services stated they are still in the pre planning stages (PDC 2022) but will be ready by October to begin firming things up (Locations, Registration Forms, Sponsorship Forms, Payment Services, Roles and Responsibilities, etc..)
 - Programs (Chair) will provide a spreadsheet on who is / will be presenting.
- VP of Members Services asked that each EXCOM member attempt to provide at least 3 sponsors for the event. Its OK to reach outside our "bubble" for sponsors.
 - Member Services committed to providing a list of possible sponsors for EXCOM members to call upon. EXCOM members asked to be on the lookout emails from Member Services for the PDC sponsorship.

PROGRAMS

- Speakers have been confirmed thru to December. Topics and presenters have been confirmed.
- Presentation(s) will need to be capable of being provided both in person and /or virtual capable.
- EXCOM will look to split speakers as well as topics with AIHA for Chapter Meetings.

STUDENT AFFAIRS

- There are a lot of things to do on with Student Affairs this year.
- Cindy Lewis is moving to Arkansas, so a replacement will need to be found.

GOVERNMENT AFFAIRS

- Government Affair report outs were postponed in lieu of presenter from OSHA covering recent events and upcoming government affairs related issues.

PRESIDENT

- Common Interest Groups (CIG) support – WISE Chair needed ASAP. Current Chair has submitted resignation. A new WISE Chairperson is currently being sought out.
- Section Support
 - Chapter will be more than happy to pay for Section Social Events, if sections will volunteer to

host a social event. Sections simply need to submit approval.

- The Chapter will have a Holiday Social.
- HSP will host an event in October for Hispanic Heritage month.
- HOD Meeting – Sept. 28nd – All Delegates must register online!
 - It is important that all eligible delegates register, or submit a proxy to submit a vote.
 - We have 7 delegates to submit votes.

Other

- Past Presidents Social
 - We need to get a planning committee to set an agenda and a date. We must start pulling this group together, so we can begin to utilize all their experiences. This is a great opportunity to help groom new leadership. Asked that Luke and Cindy coordinate.
- Socials for 2021 / 2022
 - Christmas Party Planning - James to talk to Cadillac Bar and Grill
 - Asking for volunteer(s) to do the shopping. Budget will remain the same ~\$2500.00.
 - Goal is for all attendees to receive a prize.

Meeting Adjourned: 10:35 AM

Next Meeting Date: October 4th, 2021, 9:00AM

New Action Items:

- Research and develop a proposal concerning the cost of space (block sizes) for vendors / service providers to advertise within / upon the monthly newsletter - Krystal.
- Finalize accounting issues with Wells Fargo and issue cards to Section Groups – James
- Add President and Secretary of Chapter as Expense Approvers to Wells Fargo account – James
- Define, standardize, and map processes for expense approval and receipt reconciliation within Sections. Once complete, socialize with EXCOM and Section(s) leadership – James and Jason.
- Each EXCOM member to provide at least one (1) topic for newsletter to Krystal before the end of the year – EXCOM Leadership
- Each EXCOM member to provide the name and contact information for at least 3 potential sponsors for the 2022 PDC event – EXCOM Leadership.
- Each EXCOM member eligible to vote for House of Delegates vote (Sept 28th) register online to vote or provide the name of a proxy – EXCOM Delegates.