



AMERICAN SOCIETY OF SAFETY PROFESSIONALS

Gulf Coast Chapter

Executive Committee - Meeting Minutes from January 09, 2025

ExCom Position:	Name:	Present:
Past President	Jeron Quincy, CSP	
*President	Dustin Hickey, CSP	X
*Sr. VP – Communications	Elizabeth Thornhill, CSP	X
*Vice President - Membership	Jason Millenbruch, CSP	X
*Secretary	Geoffrey Miller, CSP	
*Treasurer	Bradley Spratt, CSP, CIT	
*Student Section Liaison	Katizu Gayo, GSP	X
*Chair – Newsletter	Jethzabeth Aguirre	X
*Chair – Programs	Ryan Clayton, CSP	X
Energy Corridor Section Chair	Taylor Peaster, GSP	X
North Section Chair	Eulogio R Villaseñor, OHST	
Downtown Section Chair	Ryan Clayton, CSP	X

*Voting member (quorum = 6/8 present)

= action item

- Chapter President's Opening message

- Holiday party success (thank you to Bruce, Norm, and team)
- Scheduling mix up (no GCC meetings every July, August, December, January)
- Halfway mark for Chapter year terms

Approval of prior month's ExCom meeting minutes

- Seek approval of prior ExCom mtg minutes by quorum vote -> Follow up via email if needed.
[November Minutes](#) – approved

Mtg Agenda / Outcomes:

1. Review of Open Action Items
2. Treasurer's update
3. January Events
4. February Look Ahead
5. GCC ExCom updates / Needs identified

1. ExCom Mtg Action Items:

- Geoffrey/Jason**
 - Get ASSP banner from Jason and look at repairing.
 - Waiting until both can make GCC meeting
 - Update programs info, in agenda, for future meetings – get info from Ryan

Jan 9th, 2024 – 9:00am – Chapter Executive Committee Meeting Agenda



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- **Elizabeth**
 - Follow up on discussion regarding BCSP Certification workshops for members. – In Progress
 - Elizabeth to contact Chapter Services – survey who is interested in prep course ASP vs. CSP (10-12 person minimum)
 - Clarification from ASSP on duration of course
- **Bradley**
 - Laddered CD investment (3, 6, 12 months)
 - Waiting until Dustin/Geoff/Brad all at same meeting.
- **Ryan/Dustin**
 - Downtown Section not meeting
 - Look for someone to lead moving forward, 20-25 historical attendance
 - Ryan reaching out to Jacob Ryan – lives out that way and has time, possibly line up with Norm for guidance?
 - Dustin: reaching out to UHD – Dr. Hasan for potential venue...
- **Taylor**
 - Order committee shirts for PDC. Work with Jeron on embroidery. Need quantity and sizes.

2. GCC Treasury update - Brad Spratt (Treasurer)

- \$xxxxxx in consolidated funds
 - Chapter Checking: \$x
 - Chapter Savings: \$x
 - Energy Corridor: \$x
 - North Section: \$x
 - PayPal Account: \$x
- NTE Budget of \$101,500 as approved by ExCom
- Randy Walker & Company retained as GCC's CPA (~4,500 annual retainer)
- COM-T updates (tax doc + annual financial report) completed.

3. January Events (Programs Chair – Ryan):

- 1/9: ExCom Mtg - Virtual
- 1/9: EC mtg – speaker: Timothy Grebe, Safety & Environmental Systems and Why You Need Them
- 1/16: N Section – ?
- 1/23: DT Section – ?



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4. February Events Look Ahead (Programs Chair – Ryan):

- 2/6: ExCom Mtg @ Battleground and virtual
- 2/6: GCC mtg – speaker: Ryan F. - Fall Protection (standards updates, ABCs of rescue, etc.)
- 2/13: EC mtg – speaker: ?
- 2/19, 4–5 PM: Panelist Discussion with Mortenson, ASSP GC, and UHD faculty. Networking and learning about HSE careers.
 - Need info to send out to Chapter
- 2/20: N Section – speaker:
- 2/27: DT Section – speaker:
- Student Section events –

5. GCC ExCom updates:

Committee Chairs to provide updates on **key activities, target dates, budgets, risks, and support requests from Chapter** for each assigned committee. If none, move to next Committee/ExCom member

○ Secretary – Geoffrey Miller

- Chapter Ops
 - Monthly Chapter President's Report – due 1st Friday of month
- Government Affairs and Practices & Standards -> Jeffrey Morrow

○ Membership – Jason Millenbruch

- Student Section Liaison (**Kay Gayo**)
 - UHCL – classes resume 1/13, event this semester
 - UHD
 - College of the Mainland
 - San Jacinto
 - Lee College – interest in student section
 - Brazosport – interest in student section
 - Sam Houston – interest in student section
- CIGs & PSGs Liaison
 - Jason to reach out
- Events Committee (Bruce/Taylor)
 - Communicate planned and potential events.
 - Add events to ASSP Event Calendar
 - Send planned and potential event information to Elizabeth, Geoffrey, Dustin Hickey.
 - PDC Social on April 10th – Hosted by EC – Yardhouse
 - 2025 2nd Annual Crawfish Boil planning.



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- Potential event at Space Cowboys game.
- GCC PDC - Taylor - Chair PDC Committee
 - **April 10th, 2025** – attendee registration open: <https://GulfCoastPdc.com>
 - Schedule finalized, meeting every other week
 - PDC Social on April 10th - Hosted by EC– Yardhouse
- Section Updates
 - Energy Corridor (**Taylor Peaster**)
 - January speaker cancelled, February scheduled
 - North Section (**Eulogio Villasenor**)
 - No updates
 - Downtown Section (**Ryan Clayton**)
 - No updates
- **Communications – Elizabeth**
 - Comm’s for GCC/Section mtgs
 - Newsletter (Beth) –
 - Content needed. Updates, speaker acknowledgements, etc.
 - Not seeing newsletters on LinkedIn or Chapter website. Beth taking over distribution.
 - Public Relations
 - Social Media
 - Completed website review with Dustin.
- **President – Dustin Hickey**
 - COMT tracker status ongoing - Seeking Platinum status again this year
 - 5080 points current – 10110 total points possible.
 - 9000 Points - Platinum Threshold
 - Awards & Honors
 - gccupdates@gulfcoast.assp.org - receives and forwards to Awards & honors chair (Joel)
 - Need to fix newsletter distribution, need to nail down all awards dates more specifically
 - President’s Award
 - Due date April 15
 - Chapter Spy
 - Internal deadline December 15th
 - Need to extend?
 - Nomination instructions say February 1 due date
 - (Note: receive by Feb 1 to be considered for RIII Spy)
 - Region III SPY
 - April 1 deadline for submission

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- Region III HOF
 - April 1 deadline submission
- Society Spy
 - November 1st - 2026 moving to electronic submission
- Nominations & Elections – Past President
 - Chapter Officers – 2025/2026 Chapter Year
 - Who is planning to continue? Current role or different role? Succession planning.
 - March elections, April onboarding, June installation

ExCom Position:	Name:
*President	Dustin Hickey – 1 more year in term
*Sr. VP – Communications	Elizabeth stepping back, Jethzabeth running
*Vice President - Membership	Jason Millenbruch run again? Checking on work demands.
*Secretary	Geoffrey Miller – running for same position
*Treasurer	Bradley Spratt – 1 more year in term
*Student Section Liaison	Kay Gayo – run again or run for VP Member Services?
*Chair – Newsletter	Taylor Peaster
*Chair – Programs	Keith Kirvan

6. Closing Remarks

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7. Adjourn