



AMERICAN SOCIETY OF SAFETY PROFESSIONALS

Gulf Coast Chapter

Executive Committee - Meeting Minutes from February 06, 2025

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

*Voting member (quorum = 6/8 present)

☐ = action item

- Chapter President's Opening message

- Nominations and SPY
- Region 3 SPY available for nominations.
- Updating deadline to March 1st
- Dustin responsible for president's awards

Approval of prior month's ExCom meeting minutes

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

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



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1. ExCom Mtg Action Items:

- ☐ **Geoffrey/Jason**
 - Get ASSP banner from Jason and look at repairing.
 - Transferring at March meeting.
 - Update programs info, in agenda, for future meetings – get info from Ryan
- ☐ **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
 - Following up today 2-6-2025
- ☐ **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. Following up on ordering shirts before March GCC Meeting.

2. GCC Treasury update - Brad Spratt (Treasurer)

- \$58566 in consolidated funds
 - ☐ Chapter Checking: \$8414
 - ☐ Chapter Savings: \$43066
 - ☐ Energy Corridor: \$1269
 - ☐ North Section: \$2765
 - ☐ PayPal Account: \$3052
- 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.



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3. February Events (Programs Chair – Ryan):

- 2/6: ExCom Mtg – @ Battleground and virtual
- 2/6: GCC Mtg - Ryan F. - Fall Protection (standards updates, ABCs of rescue, etc.)
- 2/13: EC mtg – speaker: Hamish Clark – SEEing the UnSEEN
- 2/20: N Section – Cameron Isaacs – Occupational Health Risks in Worksites & Global Projects
- 2/27: DT Section – No Meeting
- 2/19, 4–5 PM: Panelist Discussion with Mortenson, ASSP GC, and UHD faculty. Networking and learning about HSE careers.

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

- 3/6: ExCom Mtg @ Battleground and virtual
- 3/6: GCC mtg – speaker: Dr. Tommy Hysler – Updates to the Proposed Heat Stress Standard
- 3/13: EC mtg – speaker:
- 3/20: N Section – speaker:
- 3/27: DT Section – speaker: No Meeting
- 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
 - Elections for new officers in this semester.
- CIGs & PSGs Liaison



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- 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
 - PDC Social: need Brad to pay Yard House. Needs invoice. Jay has contact. Taylor to send Brad contact info.
 - 2025 2nd Annual Crawfish Boil planning.
 - Crawfish Boil - Scheduled. Needs to be added to calendar. May 3rd, 2025. Jones Creek Ranch Park. 11am-3pm.
 - Potential event at Space Cowboys game. Still in discussion. Potentially early September.
 - Do Sections want to set up any events?
 - Discuss purchasing additional ASSP banners.
- 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
 - Everything on track and getting CEUs approved.
- Section Updates
 - Energy Corridor (**Taylor Peaster**)
 - No updates.
 - 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
 - No updates – 2-6-2025.
- **President – Dustin Hickey**
 - COMT tracker status ongoing - Seeking Platinum status again this year

Feb 6th, 2025 – 9:00am – Chapter Executive Committee Meeting Agenda



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- 6360 points current – 10110 total points possible.
- 9000 Points - Platinum Threshold
- Awards & Honors
 - gccupdates@gulfcoast.assp.org - receives and forwards to Awards & honors chair (Joel)
 - Newsletter distribution has been corrected.
 - ExCo Nominations – send out 2-6-2025, due 2-7-2025.
 - Jeron Quincy will be chair of committee. Carrie Atkins and Dustin will be co-chairs.
 - President's Award
 - Due date April 15
 - Chapter Spy
 - Internal deadline December 15th
 - Extend to March 1st.
 - 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
 - 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 running again.
*Secretary	Geoffrey Miller – running for same position.
*Treasurer	Bradley Spratt – 1 more year in term.
*Student Section Liaison	Kay Gayo – Running again for same position.
*Chair – Newsletter	Taylor Peaster
*Chair – Programs	Keith Kirvan



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6. Closing Remarks

- Need to get nomination forms to Carrie and update information.

7. Adjourn