



AMERICAN SOCIETY OF SAFETY PROFESSIONALS

Gulf Coast Chapter

Executive Committee - Meeting Minutes from March 06, 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	
*Secretary	Geoffrey Miller, CSP	X
*Treasurer	Bradley Spratt, CSP, CIT	X
*Student Section Liaison	Katizu Gayo, GSP	X
*Chair – Newsletter	Jethzabeth Aguirre	X
*Chair – Programs	Ryan Clayton, CSP	
Energy Corridor Section Chair	Taylor Peaster, GSP	
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

Approval of prior month's ExCom meeting minutes

- Seek approval of prior ExCom mtg minutes by quorum vote -> Follow up via email if needed.
February 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

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



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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 3-6-2025. Chapter services.
 - Send out poll to members to assess interest.
 - Post on linkedin as well.
- ☐ **Bradley**
 - Laddered CD investment (3, 6, 12 months)
 - Waiting until Dustin/Geoff/Brad all at same meeting.
- ☐ **Ryan/Dustin**
 - Downtown Section not meeting. Keith interested in volunteering for section chair.
 - Look for someone to lead moving forward, 20-25 historical attendance
 - Dustin: reaching out to UHD – Dr. Hasan for potential venue...
- ☐ **All** – NTE budget amount is still sufficient. – Vote to roll NTE forward – Approved.
- ☐ **Jason/Dustin** – Service Awards
- ☐ **Dustin/Jeron** - coordinate on leadership event.
- ☐ **Dustin/Jeron** – Review and discuss changes to by-laws.
- ☐ **Taylor**
 - Order committee shirts for PDC. Work with Jeron on embroidery. Need quantity and sizes. Following up on ordering shirts before March GCC Meeting. – Email Taylor to follow up on shirts.
- ☐ Freeport, TX Area – looking to support members in area and set up meetings.
- ☐ Seek opportunities to collaborate with HASC and IBR.

2. GCC Treasury update - Brad Spratt (Treasurer)

- \$61861 in consolidated funds
 - ☐ Chapter Checking: \$9829 – PDC costs were withdrawn.
 - ☐ Chapter Savings: \$45267
 - ☐ Energy Corridor: \$1334
 - ☐ North Section: \$2931
 - ☐ PayPal Account: \$2500
- NTE Budget of \$101,500 as approved by ExCom
- Randy Walker & Company retained as GCC's CPA (~4,500 annual retainer)

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- COM-T updates (tax doc + annual financial report) completed.

3. March Events (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: Speaker - Michael Maisey - The Difference Between Operational and Construction Safety from The Aspect of Change
- 3/20: N Section – speaker: Speaker - Mike Truitt - Integration Of Human & Organization Performance (HOP) Principles in a High-Risk Operational Environment for Risk Reduction & Efficiencies
- 3/27: DT Section – speaker: No Meeting
- Student Section events – N/A

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

- 4/3: ExCom Mtg @ Battleground and virtual
- 4/3: GCC mtg – speaker:
- 4/10: EC mtg – speaker: No meeting. Gulf Coast PDC overlap and to count as meeting.
- 4/17: N Section – speaker:
- 4/24: DT Section – speaker: No Meeting
- Student Section events – N/A

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 – Working on new officers
 - UHD - Working on new officers
 - College of the Mainland – No updates.
 - San Jacinto – Looking for someone to lead.
 - Lee College – interest in student section – Looking for contacts.
 - Brazosport – interest in student section – Looking for contacts.

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- Sam Houston – interest in student section – Looking for contacts.
 - Elections for new officers in this semester.
- 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
 - PDC Social: Brad has set up payment to Yard House.
 - 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.
 - Top Golf Leadership event at officer turnover/leadership event. Schedule in May/June
- 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.
 - Public Relations
 - Social Media

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- **President – Dustin Hickey**
 - COMT tracker status ongoing - Seeking Platinum status again this year.
 - 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.
 - 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
 - Extended to March 1st.
 - Nominations were made.
 - 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
 - Succession planning of roles.
 - March elections, April onboarding, June installation

6. Closing Remarks

- Keep up the good work

7. Adjourn