



# AMERICAN SOCIETY OF SAFETY PROFESSIONALS

Gulf Coast Chapter

## Executive Committee - Meeting Minutes from April 03, 2025

ExCom Position:	Name:	Present:
Past President	Jeron Quincy, CSP	X
*President	Dustin Hickey, CSP	X
*Sr. VP – Communications	Elizabeth Thornhill, CSP	
*Vice President - Membership	Jason Millenbruch, CSP	X
*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	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

### Approval of prior month's ExCom meeting minutes

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



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### 1. ExCom Mtg Action Items:

- ☐ **Geoffrey/Jason**
  - Get ASSP banner from Jason and look at repairing.
    - Transferring at PDC
  - 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
    - Followed up on 3-6-2025. Chapter services.
    - Send out poll to members to assess interest.
    - Post on linkedin as well.
    - Continue to post and gauge interest until we meet a sufficient number of people.
- ☐ **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.
- ☐ **Jason/Dustin – Service Awards**
- ☐ **Dustin/Jeron** - coordinate on leadership event. – May 9<sup>th</sup> – Main Event, Top Golf or Chicken n Pickle
- ☐ **Dustin/Jeron** – Review and discuss changes to by-laws.
- ☐ **Taylor**
  - Ordered committee shirts for PDC.
- ☐ **Freeport, TX Area** – looking to support members in area and set up meetings.
- ☐ Seek opportunities to collaborate with HASC and IBR.
- ☐ **Geoffrey** – Incorporate annual deadlines into agenda so they can be discussed and checked off throughout the year.

### 2. GCC Treasury update - Brad Spratt (Treasurer)

- \$xxxxxx in consolidated funds
  - ☐ Chapter Checking: \$
  - ☐ Chapter Savings: \$
  - ☐ Energy Corridor: \$
  - ☐ North Section: \$
  - ☐ PayPal Account: \$



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- 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. April Events (Programs Chair – Ryan):

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

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

- 5/1: ExCom Mtg @ Battleground and virtual
- 5/1: GCC mtg – speaker:
- 5/8: EC mtg – speaker:
- 5/15: N Section – speaker:
- 5/23: 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 1<sup>st</sup> 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.



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- Brazosport – interest in student section – Looking for contacts.
  - 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 and add to event calendar
  - Send planned and potential event information to Elizabeth, Geoffrey, Dustin Hickey.
  - 2025 2<sup>nd</sup> Annual Crawfish Boil planning.
  - Crawfish Boil - Scheduled. Needs to be added to calendar. May 3<sup>rd</sup>, 2025. Jones Creek Ranch Park. 11am-3pm.
  - Potential event at Space Cowboys game. Still in discussion. Potentially early September.
  - Potential section events?
  - Top Golf Leadership event at officer turnover/leadership event.  
Schedule in May/June
- GCC PDC - Taylor - Chair PDC Committee
  - **April 10<sup>th</sup>, 2025** – attendee registration open: <https://GulfCoastPdc.com>
    - Schedule finalized, meeting every other week
    - PDC Social on April 10<sup>th</sup> - Hosted by EC– Yardhouse
    - CEUs approved.
    - April 9<sup>th</sup> – PDC folder stuffing event.
- 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) –
    - Continue to provide content - 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
    - Deadline: April 15
  - Chapter Spy
    - Deadline: December 15<sup>th</sup>
    - 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 1<sup>st</sup> - 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**

Look forward to the Crawfish Boil and the Annual Leadership Meeting

### **7. Adjourn**