



AMERICAN SOCIETY OF SAFETY PROFESSIONALS

Gulf Coast Chapter

Executive Committee - Meeting Minutes from May 01, 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	-
*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 = 4/8 present)

☐ = action item

- Chapter President's Opening message

- PDC went well. Good turnout. Shoutout to Taylor and PDC Committee!
- Reworking agenda - coming soon!

Approval of prior month's ExCom meeting minutes

- Seek approval of prior ExCom mtg minutes by quorum vote -> Follow up via email if needed.
- April Minutes – approved!

Mtg Agenda / Outcomes:

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

May 1st, 2025 – 9:00am – Chapter Executive Committee Meeting Agenda



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1. ExCom Mtg Action Items:

☐ Elizabeth – no update

- 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) -> on hold...

☐ Ryan/Dustin

- Downtown Section not meeting. Keith interested in volunteering for section chair.
- Look for someone to lead moving forward, 20-25 historical attendance
 - Keith is interested. Will be at Ldrshp Retreat for further discussion.
- Dustin: reaching out to UHD – Dr. Hasan for potential venue.

☐ Dustin/Jeron - coordinate on leadership event. – May 9th @ Top Golf

- ExCom prep work is TBD...

☐ Dustin/Jeron – Review and discuss changes to by-laws.

- draft in progress. Anticipate end of Chapter year for completion

☐ Freeport, TX Area – interest in adding Section - looking for support members in area and set up meetings.

- Potential to add social event to gauge interest
- Carrie interested in supporting – will discuss at Ldrshp Mtg on May 9th
- 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.

☐ Taylor - Reserve venue for 2026 PDC on April 16 - \$3300 deposit. Dustin to confirm AIHA acceptance in advance.



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2. GCC Treasury update - Brad Spratt (Treasurer)

- \$51,853 in consolidated funds
 - ☐ Chapter Checking: \$ 8444.51
 - ☐ Chapter Savings: \$36K
 - ☐ Energy Corridor: \$1923.93
 - ☐ North Section: \$2975.71
 - ☐ PayPal Account: \$2511.09 – moves auto into savings account
 - ☐ **Less remaining invoices to be paid**
- 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. May Events (Programs Chair – Ryan):

- 5/1: ExCom Mtg @ Battleground and virtual
- 5/1: GCC mtg – speaker: scheduled speaker cancelled.
 - 1. Isabel Bacarella (AIHA) volunteered to present - Wildfire smoke exposure in the pipeline industry
- 5/3 – ASSP Gulf Coast 2nd Annual Crawfish Boil – 11am-3pm
- 5/8: EC mtg – speaker: Yasseen - Finding the Next Incident
- 5/9: ASSP GCC Annual Leadership Meeting – Top Golf Webster, TX – 11-5pm
- **5/15: N Section – speaker:**
- 5/23: DT Section – speaker: No Meeting
- Student Section events – N/A
- Potential to sponsor / reimburse students for Safety25 in Orlando
 - 1. Chapter & Reg III are free if volunteer/participate

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

- 6/5: ExCom Mtg @ Battleground and virtual
- 6/5: GCC mtg – speaker: OSHA Attorney
- **6/12: EC mtg – speaker:**
- **6/19: N Section – speaker:**
- 6/26: DT Section – speaker: No Meeting
- Student Section events – N/A

5. July/August

- Chapter is off for the summer
- **EC still meeting**
 - 1. **July 10th speaker:**
 - 2. **Aug 14th speaker:**



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6. 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** (no update)

- 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.**
 - **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 2nd Annual Crawfish Boil**
 - **May 3rd, 2025. Jones Creek Ranch Park. 11am-3pm.**
 - **Potential event at Space Cowboys game. Still in discussion. Potentially early September.**
- GCC PDC - Taylor - Chair PDC Committee
 - **2025 PDC – Great job on PDC!**
- **2026 PDC - Need to reserve venue for 2026 PDC on April 16, 2026 - \$3300 deposit. Due next week.**
- Section Updates
 - Energy Corridor (**Taylor Peaster**)
 - Ready for 5/8 meeting!
 - North Section (**Eulogio Villasenor**)
 - No updates
 - Downtown Section (**Ryan Clayton**)
 - No updates / not meeting in May



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- **Communications – Elizabeth** (no update)
 - Comm's for GCC/Section mtgs
 - Newsletter (Beth) –
 - Continue to provide content - Updates, speaker acknowledgements, etc.
 - Public Relations
 - Social Media
- **President – Dustin Hickey**
 - Officer Transitions – will complete at Ldrshp retreat on May 9th
 - COMT tracker status ongoing - Seeking Platinum status again this year.
 - 6360 points current – 10110 total points possible.
 - 9000 Points - Platinum Threshold
 - Awards & Honors
 - 2025 recognition completed at PDC
 - 2026 Deadlines to be adjusted in ByLaws to accommodate future recognition
 - Current Awards & timelines (for reference)
 - President's Award -> Deadline: April 15
 - Chapter Spy -> Deadline: December 15th
 - 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

7. Closing Remarks

8. Adjourn