

## ASSE Tarheel Chapter Executive Committee Meeting Minutes October 7, 2014



**Purpose:** As listed in Bylaws – To promote the advancement of the safety profession a safety professionals and development of members in our geographical area. NC Counties – Anson, Cabarrus, Cleveland, Gaston, Mecklenburg, Montgomery, Richmond, Scotland, Stanley, and Union  
SC Counties – Chesterfield, Lancaster, Marlboro, and York

<p><b>Meeting Called By:</b> Dan Collins, Chapter President  <b>Start Time:</b> 9:00am  <b>Location:</b> Conference Call:1-888-585-9008, Conf Room: 348-506-485  <b>Attendees:</b> Dan Collins, Ted Wilburn, Julian Mercer, Kinshasha Coleman, Tiffany Lyons, Jennifer Law, Craig Cupil, Jessica Jeppson, Scott Baranowski, Kevin Earp, John Moore , Bob Kastenhuber, Kulema McCoy, Kay Ardilonge, Jeff Noel</p>		
Topic	Discussion	Action
<b>Quorum</b>	Seven members were in attendance.	
<b>President Report</b>		
Approval of last EC meeting minutes		Approved by committee.
President-elect	A request for nominees will be presented to the members and a vote will occur during the November meeting. So far John Moore has submitted his name as a nominee for President-elect.	Email to be sent to members for nominations by Dan Collins.
Volunteer Opportunities	<p><b>Newsletter and SPLW Liaison:</b> Positions still available.  <b>Office central:</b> Reminder for officers to complete online training.  <b>Key chapter dates:</b> Annual Leadership conference Oct. 9<sup>th</sup> -11<sup>th</sup>. Kinshasha Coleman and Jessica Jeppson will be attending.</p>	
ROC Review	<p>Dan Collins provided a brief summary as follows:  Reviewed the new COMT reporting system, discussed extra credit ideas, Platinum level designation will roll out in 2015  We had the highest # of chapter members attending PDC in Myrtle Beach with 17  Encouraged to use various tools provided by ASSE for meetings such as FUSE  There is a big push to use Social media. Headquarters now has a resource that we can utilize for help in this area  It appears that other chapters have 2 year terms for their officers. May consider as an option in the future.  Our current calendar is scheduled 6 months which puts us on target.</p>	

	Other chapters use MAIL CHIMP to deliver newsletters this may be an option to use in the future. Considering to use Dropbox to house chapter documents. Julian said the chapter has a google account that will allow us to use applications like Dropbox or even Google docs.	
Miscellaneous	ASSE.org website has been revamped. Information on how to access the member site was emailed to members. Currently there are some problems accessing the rosters but should be fixed soon.	
<b>Vice-President Report</b>		
	Vacant position	
<b>Treasurer Report</b>		
	Financial report: Savings \$10,620.00 Checking \$9,405.35 Pay Pal \$1,986.70 Petty \$50.00 Total \$22,062.78	
<b>Secretary Report</b>		
	Kinshasha Coleman will be attending the Leadership conference along with Jessica Jeppson.	
<b>Committee Reports</b>		
Hospitality	Tiffany Lyons had no updates to report.	
WISE	No report.	
BISE	No report.	
Young Safety Professionals	No report.	
SPALW	No report.	
Social Media	No report.	
Foundation Liaison	Kulema McKoy had no updates to report.	
Membership	There is difficulty pulling down the roster due to ASSE website changes. As of last month total was at 285.	
Professional Development	Kevin Earp was asked to sit on next year's planning committee for Region 6 PDC and he accepted. Looking to get Employer's Association again as a venue for Tarheel PDC. Kevin also asked about if we have received the Poster contest information. Dan will review prior email to see if information was sent. Dan also mentioned that speaker lists have been made available to us to use as a resource for our PDC.	
Public Relations	No report.	

Governmental Affairs	No report.	
Audit	No report.	
Member at Large	No report.	
<b>Guest Attendees</b>	None to report.	
<b>Comments</b>		
<b>Upcoming Meetings</b>	<p>Oct 15 Insurance Institute for Business &amp; Home Safety (IBHS) (35 attendees) 5335 Richburg Road, Rich burg SC 29729</p> <p>Nov 6 Kevin Best – Cintas (Road to VPP/Carolina Star)</p> <p>Dec 4 Gloria Greene - IDG, Toys for Tots</p> <p>Jan 15 Dan Collins BCSP certifications, Education, Experience, Certification –TBA</p> <p>Feb 5<sup>th</sup> Arlene Edwards, Region VI Area B Director ( Topic TBD)</p> <p>Mar Dan to look up the speaker and topic</p> <p>Apr Knight’s Stadium</p>	<p>Need to confirm who will provide food for November and December mtgs.</p> <p>Kinshasha is working on getting McGuire Nuclear plant as a meeting location in 2015.</p>
<b>Closing Comments</b>		

End time: 9:38am

Minutes Completed by: Kinshasha Coleman

Date: 10/7/14