

## ASSE Tarheel Chapter Executive Committee Meeting Minutes November 4, 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>	Nine members were in attendance.	
<b>President Report</b>		
Approval of last EC meeting minutes		Approved by committee.
President-elect	A request for nominees was presented to the members via email. John Moore is the only nominee for President-elect.	The vote will occur during the November 6 <sup>th</sup> general body meeting.
February 5 <sup>th</sup> EC/General body Meeting	Arlene Edwards, Region VI AD has confirmed to speak at the February general body meeting. Also, the Executive committee will meet just prior to the general body meeting.	Need to confirm time with Dilworth Grill to accommodate time for Executive committee meeting before general body meeting. Then notify EC of time.
Toys for Tots	December General Body meeting will be held at IDG in Belmont. This is considered a free meeting with the condition attendees bring a toy to donate. If they pay online, the money will be donated to the Marines.	
2015 Student Safety Awareness Art Contest		
Volunteer Opportunities	Newsletter and SPLW Liaison: Positions still available. Office central: Reminder for officers to complete online training.	
Key Chapter Dates	Upcoming chapter meeting dates listed at end of minutes. Reviewed the new COMT reporting system, discussed extra credit ideas, Platinum level designation will roll out in 2015	

Miscellaneous	<p>Reminder will be sent for the November 6<sup>th</sup> general body meeting to register.</p> <p>Region VI Coffee Cup Challenge issued by Michael Wolf, Region VI Vice-President is underway. Members to consider skipping one cup of coffee per week and direct the cost savings of the one cup towards a donation to benefit the ASSE Foundation Safety Matters Fund.</p>	Dan to send reminder to members about general body mtg on Thursday.
<b>Vice-President Report</b>		
	Vacant position	
<b>Treasurer Report</b>		
	<p>Financial report:  Savings \$10,621.18  Checking \$9,619.57  Pay Pal \$2,100.78  Petty \$50.00  Total \$22,391.53</p> <p>Ted Wilburn will not be at the November and December meetings so Kinshasha Coleman will step in to receive attendees.</p>	Ted will forward attendance and vouchers to Kinshasha and Dan.
<b>Secretary Report</b>		
	Kinshasha Coleman reported the Leadership Conference was very good and learned a lot. She and Jessica Jeppson are compiling a list of “action items” for the chapter to look at to consider implementing to enhance the customer experience. Make note to new members that they get a free 1 year membership to a Practice Specialty or Common Interest group. Also, members should take advantage of scholarship and grant money to put towards professional development needs.	
<b>Committee Reports</b>		
Hospitality	No report.	
WISE	No report.	
BISE	Craig Cupil will be attending the next BISE national conference call on November 18 <sup>th</sup> and will provide feedback.	
Young Safety Professionals	No report.	
SPALW	No report.	
Social Media	Jessica Jeppson asked if everyone will “like” or follow our pages on Facebook and Twitter, @TarheelASSE . Also she stated that she would be willing to coordinate a “networking” event in Uptown outside of our regularly scheduled meetings if there is	

	interest. Recommendation to have a photographer come and take head shots of members. We can also use same picture to update on Tarheel website.	
Foundation Liaison	Kulema McKoy stated that there are \$275,000 available in Scholarships for 2015. There are many scholarship opportunities but in order to apply to any you must do so by December 1, 2014, Go to ASSE.org and look under "Foundation" for more information.	
Membership	Current total is 291 members. Three new members joined in October. We have (6) 25 year ASSE members and they will be recognized at the January General Body meeting: Randal Byrum, Deborah Biven, Robert Brooks, Walter Price, Walter Fornett and J Lieck.	Scott Baranowski will contact each recipient to attend the January meeting.
Professional Development	No updates to report	
Public Relations	No report.	
Governmental Affairs	John Moore shared awareness around the 45000 ISO standard that has some changes around the structure.	
Audit	Craig Cupil stated that he and Ted will work together to find a suitable electronic repository to archive past audits and associated documentation.	
Member at Large	No report.	
<b>Guest Attendees Comments</b>	None to report.	
<b>Upcoming Meetings</b>	Oct 15 Insurance Institute for Business & Home Safety (IBHS) (35 attendees) 5335 Richburg Road, Rich burg SC 29729 Nov 6 Kevin Best – Cintas (Road to VPP/Carolina Star) Dec 4 Gloria Greene - IDG, Toys for Tots Jan 15 Dan Collins BCSP certifications, Education, Experience, Certification –TBA Feb 5 Arlene Edwards, Region VI Area B Director ( Topic TBD) Mar 5 Tracy Beaudry, Risk Management ( EHS Risk Assessment) Apr Knight's Stadium	Need to confirm who will provide food for November and December mtgs.  Kinshasha is working on getting McGuire Nuclear plant as a meeting location in 2015.
<b>Closing Comments</b>	Congratulations to Julian Mercer on obtaining his CSHM – Certified Safety Health Manager. Make sure you get out and VOTE!!	

End time: 9:49am

Minutes Completed by: Kinshasha Coleman

Date: 11/4/14