

## ASSE Tarheel Chapter Executive Committee Meeting Minutes September 1, 2015



**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

<b>Meeting Called By:</b> John Moore, Chapter President <b>Start Time:</b> 9:05am <b>Location:</b> Conference Call <b>Attendees:</b> John Moore, Kinshasha Coleman, Ted Wilburn, Dan Collins, Julian Mercer, Tiffany Lyons, Jennifer Law, Craig Cupil, Jessica Jeppson, Scott Baranowski, Kevin Earp, Bob Kastenhuber, Kulema McCoy, Jeff Noel, Sergio Franco		
Topic	Discussion	Action
<b>Quorum</b>	Eight members were in attendance.	Quorum met.
<b>President Report</b>		
Approval of last EC meeting minutes	Minutes to be resubmitted to EC committee for approval.	
Platinum Chapter Update	Julian Mercer, Kevin Earp and Dan Collins will have presentation ready to present at ROC.	
Volunteer Outreach	Secretary and other committee positions are needed to be filled. Ricky Sanders, Pedro Zambrano and Devery Peterson are members who have expressed some interest in volunteering.	Reach out to targeted members at next EC meeting.
COMT Reporting	Dan Collins provided highlights from the COMT power hour presentation. It was noted that Tarheel chapter earned the most points for Platinum status in Region VI and we tied with National chapter. One item to pay attention to that is different this year is that Nominating committee names need to be submitted to Society by December 1 <sup>st</sup> . Also, John Moore should be receiving access to the COMT via email.	
Upcoming Conferences	Leadership Conference – John has confirmed that he will attend. Region VI PDC – Dan, Kevin and Julian are confirmed to attend.	Both items can be applied to COMT.
<b>Vice-President Report</b>	Kinshasha Coleman reported that Jessica Jeppson has moved so her position as Young Safety Professionals and Social Media committee chairs are vacant.	
<b>Treasurer Report</b>		
Financial Report	Ted Wilburn has not had the opportunity yet to complete July financial report. July Financial report not available as of yet as today is Sept. 1 <sup>st</sup> and	Financial report to be sent as soon as possible.

Miscellaneous	Ted is still having issues accessing PayPay account. Working on getting in touch with Jeff Breuning whose is listed as contact person on the account. Otherwise we will have to produce documentation showing Proof of Business. Ted pulled past invoices to show what we have ordered from Dilworth Grill and it has been noted that we have received the same menu of BBQ, marinated chicken tenders, salad, coleslaw and vegetarian entrée since October of last year. This provided justification to ask Dilworth for new food options.	Kevin Earp will reach out to Jeff.  John Moore will reach out to Dilworth Grill Wednesday about changing food options for meetings.
<b>Secretary Report</b>		
	Kinshasha reported that the Strategic Plan for 2015-2016 was submitted by the August 15 <sup>th</sup> due date. There are no additional due dates to meet until November.	
<b>Committee Reports</b>		
Hospitality	No report.	
WISE	Committee still working on outreach plan for the schools. Jennifer Law has connected with leadership at her son's school as well as Kinshasha Coleman has connected to through her daughter's high school.	
BISE	Craig Cupil stated that BISE will support WISE with the outreach to schools.	
Young Safety Professionals	No report.	
SPALW	No report.	
Social Media	No report.	
Foundation Liaison	No report.	
Membership	277 members, 2 new members joined in July.	
Professional Development	No Report.	
Public Relations	No report.	
Governmental Affairs	No report.	
Audit	No report.	
Member at Large	No report.	
<b>Guest Comments</b>	None to report.	
<b>Closing Comments</b>	Dan Collins stated that we received a letter of appreciation from the CMS Transportation department for support (serving as Judges) at their School Bus driver "Rodeo" competition.	
<b>Upcoming Meetings</b>	Sept 3 <sup>rd</sup> : Darryl Hill, Mitigating Construction Safety Issues by Pre-Planning and Design Oct. 8 <sup>th</sup> : Travis Vance, Legal Aspects of OSHA & Citation Defense November 5 <sup>th</sup> : David Leslie, ABB December 3 <sup>rd</sup> : Gloria Greene, IDG	

End time: 10:00am

Minutes Completed by: Kinshasha Coleman

Date: 9/1/15