



# AMERICAN SOCIETY OF SAFETY PROFESSIONALS

## **ASSP Hawaii Chapter Officer Executive Council (EC) Meeting Minutes; 14 Aug 2019**

11:02 am- The virtual and telephonic meeting was called to order by President Joey Garcia.  
Quorum met at 11:02 am

### **Attendees**

#### Executive Committee Members:

Joey Garza, President  
Rob McCarthy, Vice President  
Jeremy Nixon, Secretary  
Mary Browne, Member at Large  
Adam Cotton, Delegate  
Terri Watkins, Delegate

#### Appointed Members:

Cesar Contreras, Communications Chair  
Joaquin Diaz, Program Chair

#### Guest:

Michelle Nakayama, Accounting Services

### **Approval of Minutes**

There was not a motion to approve the last meeting minutes. Due to the former secretary moving out of state, the last meeting minutes were not completed yet.

### **Chapter Operations**

Surveys- Initial results of membership survey were discussed

- 55 online surveys completed
- Not all members of the EC had turned in their telephone call survey results to Arthur Chang
- Additional data analysis is required to develop an accurate assessment
- ASSP HI should partner with local high schools, GCA, and HIOSH for youth engagement
  - Lata Sua was identified as the HIOSH point of contact
- Members were not aware of the meeting web streaming
- Many members did not get ASSP HI emails
  - It was noted that members can opt out of emails in their ASSP profile
  - A plan is needed to leverage additional means of communication, so the chapter is not solely relying on email (i.e. Facebook, Twitter, LinkedIn, and chapter webpage)



# AMERICAN SOCIETY OF SAFETY PROFESSIONALS

Operations Plan Review- No changes. Same information from past meetings

## Next meeting topics

- Legal issues dealing with OSHA General Duty Clause
  - Ideally have a lawyer speak on this topic
- NIOSH update to table for silica work

## Budget

- Chapter working on temporary budget due to cost codes not aligned with accounting services
- (FINANCIAL DATA REMOVED FROM PUBLIC VERSION. CONTACT ASSP HI EC FOR MORE DETAILS).

## Leadership Conference

- Rob McCarthy and Arthur Chang were selected to attend; see motions 19-003 and 19-004

## Secretary Position Transition

- Former secretary had to give up position due to moving out of state
- Jeremy Nixon was nominated and approved as new secretary; see motion 19-005

## Change By-laws

- Discussion to change the by-law to have the past presidents take the position of delegate
  - EC agreed to place this idea on hold and conduct more research on the benefits and potential negative side effects

## ROC, 2-3 Apr 2019, Kapolei Hampton Inn

- 10 slots available for local attendance
- Volunteers needed to help coordinate the event

## ASSP HI Website Updates and Training Advertisement

- Discussion on what training should be advertised on the ASSP HI website
  - Several members stated that only ASSP HI hosted training events should be advertised on the website
  - Links to local companies that provide safety training could be listed on the resources section

## Announcements

Reimbursement for Zoe Williams' trip for Safety 2019 House of Delegates (HOD) meeting in New Orleans is no longer required



# AMERICAN SOCIETY OF SAFETY PROFESSIONALS

- (FINANCIAL DATA REMOVED FROM PUBLIC VERSION. CONTACT ASSP HI EC FOR MORE DETAILS).

## Report Outs were conducted for the following roles

- Treasurer/Accountant
- Secretary
- Delegates
- Government Affairs
- Membership
- Communications/Newsletter
- WISE
- Pac Rim
- Student Affairs
- Foundation

## Due Outs

- Turn in Telephone call survey results; target date 25 Aug 19; remaining EC members
- Survey results analysis; target date 1 Sep 19; Joey/Arthur
- Alternative communications plan; target date next EC meeting; Arthur/Cesar
- Setup general duty clause webinar and BIA on-site meeting for next general meeting; target date next general meeting; Joaquin
- Correct budget cost codes; target date next EC meeting; Joey/Joe
- Conduct research on benefits and potential negative side effects of past president automatic transfer to delegate; target date next EC meeting; Joey

## Motions

19-003 Motion made by Terri Watkins to approve (FINANCIAL DATA REMOVED FROM PUBLIC VERSION. CONTACT ASSP HI EC FOR MORE DETAILS).

Approved 5 Aye, 0 Nay, 0 Abs.

19-004 Motion made by Joey Garza to approve (FINANCIAL DATA REMOVED FROM PUBLIC VERSION. CONTACT ASSP HI EC FOR MORE DETAILS). Approved 5 Aye, 0 Nay, 0 Abs.

19-005 Motion made by Joey Garza to appoint Jeremy Nixon as the mid-cycle replacement of the current year for the ASSP Hawaii Chapter Secretary position. Approved 5 Aye, 0 Nay, 0 Abs.

19-006 Motion made by Terri Watkins to approve payment (FINANCIAL DATA REMOVED FROM PUBLIC VERSION. CONTACT ASSP HI EC FOR MORE DETAILS). Approved 6 Aye, 0 Nay, 0 Abs.

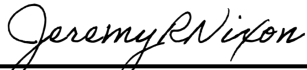


## AMERICAN SOCIETY OF SAFETY PROFESSIONALS

- 19-007 Motion made by Joey Garza to approve payment (FINANCIAL DATA REMOVED FROM PUBLIC VERSION. CONTACT ASSP HI EC FOR MORE DETAILS).  
Approved 6 Aye, 0 Nay, 0 Abs.
- 19-008 Motion made by Joey Garza to approve payment (FINANCIAL DATA REMOVED FROM PUBLIC VERSION. CONTACT ASSP HI EC FOR MORE DETAILS).  
Approved 6 Aye, 0 Nay, 0 Abs.
- 19-009 Motion made by Joey Garza to approve payment (FINANCIAL DATA REMOVED FROM PUBLIC VERSION. CONTACT ASSP HI EC FOR MORE DETAILS).  
Approved 6 Aye, 0 Nay, 0 Abs.
- 19-010 Motion made by Terri Watkins to approve payment (FINANCIAL DATA REMOVED FROM PUBLIC VERSION. CONTACT ASSP HI EC FOR MORE DETAILS). Approved 6 Aye, 0 Nay, 0 Abs.

### **Adjournment**

Joey moved that the meeting be adjourned and it was agreed upon at 12:15pm.

  
\_\_\_\_\_  
Jeremy R. Nixon  
Secretary, ASSP HI Chapter

18 Sep 2019  
\_\_\_\_\_  
Date Meeting Minutes Approved