



AMERICAN SOCIETY OF SAFETY PROFESSIONALS

ASSP Hawaii Chapter Officer Executive Council (EC) Meeting Minutes; 9 Oct 2019

11:05 am- The face-to-face and telephonic meeting was called to order by President Joey Garza.

Quorum met at 11:05 am

Attendees

Executive Committee Members:

Joey Garza, President
Rob McCarthy, Vice President (call-in)
Mary Browne, Member at Large
Joe Albinio, Treasurer
Adam Cotton, Delegate (call-in)

Appointed Members:

Scott Ebert, PacRim Chair (call-in)
Joaquin Diaz – Program Chair

Approval of Minutes

Motion made by Joey Garza to approve the meeting minutes from 18 Sep 2019 EC meeting was seconded by Joe Albinio. Mary Browne, Adam Cotton, Joe Albinio – Aye; 0 Nay; 0 Abs.

Motion made by Joey Garza to approve the meeting minutes from 25 Jun 2019 EC Transition meeting was seconded by Joe Albinio. Mary Browne, Adam Cotton, Joe Albinio – Aye; 0 Nay; 0 Abs.

Chapter Operations

Results of survey – Joey Garza

- Chapter will move forward with Joe Albinio's suggestion to work with Kapili Like Youth Group
- Conference call is scheduled for 28 Oct, 2019 at 11:00A with EC committee and Kapili Like to discuss their expectations and how we can work together
- BCSP Foundation provides funding for youth safety initiatives if additional funds are needed
- Joaquin Diaz will plan out meetings for the rest of year
 - 4 topics remaining
 - (FINANCIAL DATA REMOVED FROM PUBLIC VERSION. CONTACT ASSP HI EC FOR MORE DETAILS).

Budget – Joey Garza

- Rob McCarthy received all documents from Michelle to review and will provide an update next month



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Update to by-laws for Delegate position - Joey Garza

- Update will be provided at next meeting

Fall ROC, 24-25 Oct 2019 in Anchorage, AK- Joey Garza

- Joey Garza will be sending an update on operating plan

Spring ROC, 2-3 Apr 2019 in Kapolei, HI at the Hampton Inn- Joey Garza

- Planned Pearl Harbor tour has been cancelled due to fire
- Several attendees will be bringing their families
- Need ideas for family activities; share ideas with Joey Garza
 - Pirate Ship Tour
 - Kualoa Ranch activities
 - Star of Honolulu dinner cruise
 - Pacific Aviation Museum
 - BBQ at beach; Adam Cotton is willing to use HP barbecue
- 40 rooms will be blocked at hotel for attendees; total count unknown at this time

ASSP Website – Joey Garza

- Mahea Villanueva has officially asked to step down as web master
- Robert McCarthy is looking to see if he can help update the website

Internal financial audit- Joey Garza

- Document request went to Michelle Nakayama
- Joey Garza wants to meet in person with or without Michelle to review all documents

Professional Development at HCC- Joey Garza

- Joey Garza will be reaching out to Chulee Grove to check on status update
- Chulee Grove may not want to sponsor another event

Kamehameha Schools Career Fair – Joey Garza

- Event will be held on 5 Nov, 2019 at KSBE Kapalama Campus from 11:00A to 2:30P
- All materials are still available from the last career fair
- Joe Albinio and Adam Cotton volunteered for this event
- Joe Albinio has manikens available for CPR activity
- Joey Garza will reach out to see if there are additional volunteers who want to participate

Report Outs were conducted for the following roles



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- Treasurer/Accountant- Joey Garza
 - (FINANCIAL DATA REMOVED FROM PUBLIC VERSION. CONTACT ASSP HI EC FOR MORE DETAILS).
- Secretary – Joey Garza
 - No update
- Delegates – Joey Garza
 - No update
- Government Affairs – Joey Garza
 - Alexis Naito is working on getting us some contacts
- Membership/Student Affairs – Joey Garza
 - There will be no Student Section this year
 - 10 Dec, 2019 potluck will be held at HCC for students at 4:30P
 - Contact Arthur Chang by 6 Nov, 2019 if interested in attending to get parking pass
- Communications/Newsletter – Joey Garza
 - No update
- WISE – Joey Garza
 - Kaneohe Sandbar event was held but no feedback from attendees
 - ASP Study Group on 16 Oct, 2019, 5:30P to 6:30P at The Gas Company
 - Zoe Williams is looking for people to help with study group
- Pac Rim 2020 – Scott Ebert
 - Planning meeting on 17 Oct, 2019, 1:00P at BIA
 - Need to fill Chair positions and come up with theme for event
 - Contract approved by regional; payment due by 18 Oct 2019
- Foundation
 - Scholarships open

Motions

19-018 Motion made by Joey Garza to approve (FINANCIAL DATA REMOVED FROM PUBLIC VERSION. CONTACT ASSP HI EC FOR MORE DETAILS). Joe Albinio seconded. Adam Cotton, Joe Albinio, Mary Browne - Aye, 0 Nay, 0 Abs.

19-019 Motion made by Joey Garza to approve (FINANCIAL DATA REMOVED FROM PUBLIC VERSION. CONTACT ASSP HI EC FOR MORE DETAILS). Seconded by Joe Albinio. Adam Cotton, Joe Albinio, Mary Browne - Aye, 0 Nay, 0 Abs.



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19-020 Motion made by Joey Garza to approve (FINANCIAL DATA REMOVED FROM PUBLIC VERSION. CONTACT ASSP HI EC FOR MORE DETAILS) seconded by Joe Albinio. Adam Cotton, Joe Albinio, Mary Browne - Aye, 0 Nay, 0 Abs.

Open Discussion

- Joey Garza recommended EC meetings be extended from 1 hour to 1 ½ hours to allow enough time to get through agenda items.
- Keep face-to-face meetings at lunch time
- Joey Garza will send out invites for future meetings

The next ASSP HI general meeting is scheduled for 24 Oct 2019.
The next EC meeting is scheduled for 13 Nov 2019.

Adjournment

Joey moved that the meeting be adjourned and it was agreed upon at 12:25 pm.

Joey Garza
President, ASSP HI Chapter

13 Oct 2019

Date Meeting Minutes Approved