



AMERICAN SOCIETY OF SAFETY PROFESSIONALS

ASSP Hawai'i Chapter EC Meeting Minutes

Date/Time: Thursday September 16, 2021 @ 1:00 pm

Location: In Teams Meeting

Attendees:

| | Executive Committee (voting) | | Appointed Positions (non-voting) |
|---|------------------------------|---|-----------------------------------|
| X | Jeremy Nixon, President | X | Joey Garza, Pac-Rim Chair |
| X | Jon Archambeau, VP | | Terra Laverty, WISE Chair |
| X | Cesar Contreras, Secretary | X | Peter Evans, Communication Chair |
| X | Traci Revilla, Treasurer | | Mary Silva, Student Affairs Chair |
| X | Rob McCarthy, Past President | X | Joey Garza, Program Chair |
| X | Terri Watkins, Delegate | X | Jon Archambeau, Website Admi |
| | Adam Cotton, Member at Large | X | Mark Behrens, Awards/Honor Chair |
| | | | Kayla Johnson, Social Media Chair |
| | | X | Rob McCarthy, Government Affairs |
| | | | Terra Laverty, Government Affairs |
| | | | Jay Alcantara, Membership Chair |
| | | | Open, Foundation Chair |

Call to Order: @ 1:00 pm

Motion to Approve Prior Meeting Minutes: Jeremy made a motion to approve the minutes for our EC meeting minutes. 2nd by Rob McCarthy. All Present approved. No Nays or abstains.

Motions to Approve expenses:

| Motion # | Content of Motion | 2nd | Aye | N | A |
|----------|--|-----|----------------|---|---|
| 21-037 | Tracy makes a motion to pay invoice #5334 for \$272.25 for Michelle. | RM | JA, CC, TR, TW | 0 | 0 |
| 21-038 | Motion to approve the 2022 PACRIM budget of \$235,100.00 | RM | JN, JA, TR, TW | 0 | 0 |



AMERICAN SOCIETY OF SAFETY PROFESSIONALS

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| Treasurer/Accountant Report: | <ul style="list-style-type: none">- No treasurers report. Will attempt to schedule the financial audit.- Invoice #5334: total for 272.25- July Financial Statement review- Chapter report: \$121 coming into our chapter |
| Secretary: | <ul style="list-style-type: none">- Jim Newberry changed |
| Delegates: | <ul style="list-style-type: none">- House of delegates will have a virtual meeting Sept. 28, 2021 that Rob and Terri will attend. |
| Members-at-Large: | <ul style="list-style-type: none">- No report |
| Government Affairs: | <ul style="list-style-type: none">- HIOSH meeting coming up next quarter. No further report. COVID vaccination proof for federal jobs. Waiting on word. |
| Membership: | <ul style="list-style-type: none">- 307 total members- 2 new membership in the last 30 days- 5 memberships expired in the last 30 days |
| Student Liaison: | <ul style="list-style-type: none">- Looking at getting an election going- Need to get a new copy of the by-laws- Mock interviews November 23, 2021 5pm to 8pm. Resume to review and perform interviews. |
| WISE: | <ul style="list-style-type: none">- WISE is actively looking for someone to take over Chair |
| Pac Rim/Programs: | <ul style="list-style-type: none">- PACRIM committee met and voted to shift event to October. No financial consequences as event is moved.- Would owe \$80k to the Sheraton if event is cancelled.- Recommends making a motion to shift event date.- PACRIM committee will meet to discuss event schedule.- Program – fall protection class shifted to November.- Brainstorm ideas for events since PACRIM has shifted. |
| Foundation: | <ul style="list-style-type: none">- No Report |
| Awards and Honors: | <ul style="list-style-type: none">- No Report |
| Communications/Newsletter: | <ul style="list-style-type: none">- Steve Kalani to be featured in the newsletter. |



AMERICAN SOCIETY OF SAFETY PROFESSIONALS

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| Social Media: | - No Report |
| Website Administrator: | - Jon reports website is up to date - Request a new flyer with new dates for the PACRIM |

Old Business:

- Newsletter to go out soon. Jeremy will get with Peter to get it out.
- Joey has a newsletter format that we could use.
- Communication Plan
- Foundation Chair Position
- Operational Plan Submitted in COMPT
- Annual Budget
- HCC Sponsorship
- Pau Hana – thanks Joey for setting up the event.
- Financial Audit
- Jon A. to send out a survey to send in input for the house of delegates.
- C-Vent invoice for \$745.59 due 29 august.
- ASSP leadership event in October.
- Trade show looking trainers.

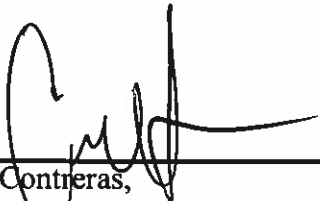
New Business:

Fundraising ideas

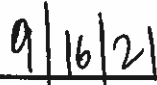
Next meeting October 21, 2021 @1pm

Open Discussion/Around the Room: None

Closing/Meeting Adjournment: Jeremy makes a motion to close the meeting at 1:55pm. Cesar Contreras 2nd. All present aye no Nays or Abstains.



Cesar Contreras,
Secretary, ASSP HI Chapter



Date Meeting Minutes Approved