

**ASSE Region VI
Regional Operating Committee Meeting Minutes
November 16, 2006**

The November 2006 ROC meeting convened by Jim Morris at 1:03 p.m. on November 16, 2006.

Introductions: All attendees provided a short introduction of their name and ASSE role. (see attached attendee list)

All chapters represented at the meeting.

Wanda Hughes father passed away at the start of the ROC. All chapters voted to buy flowers for the passing.

Approve Minutes of Last Meeting:

Motion to approve the minutes – Ted Devens... Second – Rodger Bryant...Motion Passed.

ARVP Reports: (Reports are attached to these minutes)

Review of ROC Organization

- Matt Amann to become ARVP for Finance in April due to job demands
- Maryellen Harper to become ARVP for PD (PDC) & retain position as Finance ARVP
- Laura Bunyan to become ARVP for CoPA
- Eva Mann to remain as ARVP for CoMCA
- Fred Miller to remain as ARVP for CoPSS
- Mike Kincaid to remain Deputy RVP

PDC Review...Herb Mayer

Conference Attendance (paid) – approx. 200; Total Attendees 284; 112 from Region VI. High evaluations of presenters. Night out event went over well.

There was \$5500 given to the Student Research Contest at the 2006 Region VI PDC.

Jim issued a challenge to all Chapters to get the Student Sponsorship for the PDC in by the March ROC – need at least \$3500 to keep this effort going.

Ideas to increase attendance:

- Brochure arrived too late for distribution to chapter members.
- Postcard to remind to “Save the Date”
- Date conflicts with Carolinas AIHA Conference.
- Discounted for return members for attending year after year.
- Charging for the Speakers materials for members that cannot attend the PDC.
- Maybe have a Raffle for a “Big Ticket” item.
- Idea to change the setup of the PDC.
- Joint Conferences with other organizations.

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Financial Report- Maryellen Harper

Reports attached to these minutes

ROC checking =\$ 3,966.35

ROC savings = \$5,623.23

PDC checking = \$9,656.78

ROC Budget Review

CoPA report...Laura Bunyan

Laura needs all email addresses to make sure that the reports get to the Governmental Affairs.

CoMCA report: Eva Mann not presents...JMH for Eva

1. Region Chapter of the Year- Small- Low Country; Medium- National Capital;
2. Proposed Region VI SOG for Honors & Awards- Motion to approve Region VI SOGs for Honors & Awards- Motion...Bill Harris; Second by Bob Timms.
Motion Passed
1. Region SPY Submission Process- Deadline is February 1, 2007

CoPs – Fred Miller not present

Hanging Issues

Past Presidents Task Force

Reassign

Communications- ARVP

Would take care of the website, marketing for our PDC, .setting up our teleconferences, and various other activities.

Task Force- Chair-Bill Geddings, Ed Winstead, Bruce Donato

Speakers Bureau

Start a Region Speaker Bureau

Steve LePock to chair, Mike Kincaid and Fred Miller to assist in a task force.

Key Region VI ASSE Dates (handout)

Contract Do's & Don'ts- Stephanie Rennie-Sanchez(Handout)

Motion to adjourn...Bill Harris

second....Mary Winkler.

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Chapter Reports

Chapter reps provided examples of best practices.

Chesapeake- (Eric Ketelsen gave report) The advertisement covers three meetings from the mailings. Attendance is up at all meetings. March Education PDC.

Colonial Virginia- (Roger Bryant gave report) Joint AIHA meeting very successful. Fall protection seminars open to all. Golf outing in June 2007. AIHA-ASSE symposium in September.

Delmarva- (Frank J. Cruice gave report) Continuing to work on growing their membership. "Operation Teddy Bear". Working with joint meeting with other organizations.

Eastern Carolina- (Tracy Hyman gave report) Updating the website. Hosting Workers Compensation workshop in spring 2007. Sponsoring the 2007 Statewide Safety Conference. Establishing a mentoring program for all students.

Greater Tidewater- (Steve LePock gave report) Spring PDC-OSHA 10HR Course. Sponsored a Fall PDC. "Holiday Safety" poster contest at a local elementary school. Working on membership. Working on new Logo contest. OSHA 10HR for General Industry. Second Annual Golf Outing.

Low Country- (Jane Lyons gave report) Joint PDC with South Carolina Chapter OSHA 10HR course in Columbia, SC. Habitat for Humanity project went well, PPE provided in the amount of \$2500. Toys for Tots donations are in the process.

National Capital- (Mary Winkler gave report) Working to straighten out membership databases and their website. Membership survey to all members. Working on providing Technical Audio conference calls from National.

North Carolina- (Wanda Hughes submitted report) Stands as submitted.

NOVA- (Bob Timms gave report) Golf tournament with NCC and Arlington County- \$980 for needy families, approx. \$1500 for each chapter. Designed NOVA ASSE Chapter logo. Toys for Tots promotion in November. MACSC plans for May 10, 2007.

Piedmont- (Eric Michael gave report) Providing CEU's to all members for attending Technical Meetings. IH roundtable for their IH meetings to field all IH questions.

South Carolina- (Colleen Eubanks gave report) Need SC Fire Academy representative. First awards banquet and social went well. First Toys-for Tots bicycle helmets. Trying to set up Student section. OSHA 10HR class with Low Country.

Star Valley-(Ed Winstead gave report) Stands as submitted. Remote meetings with VA Tech student chapter, first ever meeting with the student chapter. Thanks to Jim Morris for coming to the chapter to resolve leadership issues.

Tarheel-(Mike Kincaid gave report) Second annual Toys for Tots drive. Zoomerang survey to all members. Local Kids poster contest. Career day with local high schools and colleges.

Triad-(Bill Harris gave report) Working on joint meetings with other organizations. Working with their LEPC to recruit members and to provide audits to local schools. Joint PDC with a local organization in their area.

Western Carolina- (John Nain gave report) Hazwopper workshop coming up. Spring annual safety show in April. Establish Star points goal.

Motion to adjourn.... Bob Timms.....Second.....Rodger Bryant

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“Celebrate What’s Right”- Video

Re-Cap Best Practices-

- Practice Specialties- What do Presidents do with the Practice Specialties newsletters.
- Motion to accept a change Roger Bryant....Erik Kettleston....in venue and location. Changing location to VA Beach for March meeting. All other meetings have been moved forward.

Web Site Discussion-

How can we better serve members in the Region from the website? Discussion.

Homework:

- *Jim Morris challenged every chapter to come up with five questions by November 30 for the Frequently Asked Questions page.*
- *Send the info for the Chapter SPY to Ed Winstead - Company they work for, how long in profession, a little information about the person.*

News from National- National is still trying to work out the bugs on the new website. January 1, 2007 everything should be up and running. Professional Safety needs authors. April 1, 2007 when you sign up for a Practice Specialty, members will receive a year free. Feedback from the Leadership Conference- getting new members to attend meetings, communication from National and the Region, issues with website.

FOUNDATION DONATIONS- Jim would like to see more involvement from each chapter. Jim would like each chapter to donate 10% from any fundraising activities.

Public Relations Info-

Emerging Topics- Pandemic Flu, Generational Workers, Transportation, Young Workers, Road Way Work Zone, Nanotechnology, NFPA 70E Electrical Flash Safety, Payback from Wellness Activities.

May 7-9, 2007 NAOSH week. Tyson Chicken has teamed with ASSE to promote the week.

Future ROC Discussion- Action Items:

Future ROC Meetings – already addressed

Motion to adjourn...Bob Timms second...Ed Winstead
Meeting adjourned at approximately 10:45 am.