

**Minutes of the SCHC Board of Directors Conference Call
20-July-2006**

In attendance:

Ann Brockhaus, President	Amy Breedlove
Denese Deeds, Past President	Stacie Eakin
Len Hong	Dan Levine
Suzanne Matuszewski	David Peters
Bob Skoglund	Michele Sullivan, Chair

Regrets:

Mark Cohen, Vice President	Pam Kreis, Secretary Treasurer
----------------------------	--------------------------------

Guest(s):

Charles Sokol

Start of Meeting:

Michele Sullivan (chair) opened the meeting at 9:00 a.m. (EDT) and roll was taken. Dave Peters was the Recording Secretary for this call.

Agenda:

1. Approval of Minutes
2. Planning Session Strategies: Demographics Update
3. 2008 Future Meeting Site
4. Alliance Training Update
5. Additional Items

Approval of Minutes:

Michele Sullivan submitted non-substantial changes on the minutes of the 15-June-2006 conference call to Len Hong. No additional changes were required. Dan Levine motioned to accept the amended minutes, and it was seconded by Denese Deeds. There were no objections.

Planning Session Strategies: Demographics Update – Charles Sokol

Charlie Sokol reviewed and the Board discussed two documents that were submitted on June 23, 2006 to the Board and the Demographics Work Group. The first document is an MS-Excel workbook containing three worksheets that tabulate the raw data input from the Demographics surveys that were distributed at the Spring 2006 meeting and professional development courses. Ninety-five surveys were completed and tabulated. The second document is an MS-Word file with a preliminary summary of the data.

The Demographics Work Group has not held a meeting or conference call since the results was submitted. Conclusions and how to best use this data have not been developed. The Work Group will present information to the Board at the September 2006 meeting. This information will also be shared with the Meeting Format and the Professional Development Work Groups.

The Demographics survey will not be redistributed at the Fall 2006 meeting. It was also suggested that an article should be developed for inclusion in the next newsletter. Board members should send any questions or comments to Bill Starr

or Amy Breedlove. The Board thanked Charlie for his tremendous effort of tabulating and summarizing the data.

2008 Future Meeting Site:

Doug Eisner submitted an e-mail dated 18-July-2006 outlining the options for the spring 2008 meeting to be held in San Francisco, Las Vegas or Atlanta. Doug advised that although San Francisco always ranks very high in member preference surveys, the city remains out of our price range. He noted that Las Vegas has developed an attitude of indifference toward small to medium sized conventions, and that the minimum food and beverage guarantees at hotel he contacted are outrageous. In addition, the only available dates are a little early for our schedule. Atlanta appears to be the best option as all of the hotels that were contacted are in the Peachtree Street area of downtown where there are plenty of outside activities for attendees. Doug recommended that we settle on Atlanta and begin negotiations immediately.

After brief discussion, the Board agreed with Doug's recommendation. Michele Sullivan will advise Doug of our decision. The Board was advised to inform Doug of any possible conflicts with other national events, such as the ACC's annual GCRC meeting and Responsible Care® meeting, and AIHA's annual meeting.

Alliance Training Update – Dan Levine

Mark Cohen submitted an e-mail dated 13-July-2006 describing the Alliance's current training initiative. The small sub-team of Kym Seth, Margaret Samways and Dave Peters will be led by Dan Levine. They will hold their first conference call on 31-July-2006. Over time, this team will develop a proposal that will be submitted to the larger Alliance team and Board.

Additional Items:

1. OSHA Alliance – Ann Brockhaus:
 - a. The next SCHC-OSHA Alliance conference call is schedule for 15-August-2006.
 - b. OSHA invited the SCHC and other Alliance and VPP Star members to participate in a meeting/call on 17-July-2006. The meeting was to review and comment on OSHA's draft website regarding building a business case for safety and health management. Ann participated by phone.
 - c. GHS Fact Sheets – Michele Sullivan: OSHA submitted their ANPR regarding the GHS implementation to the Office of Management and Budget (OMB) on 10-July-2006. The OMB review is usually ten days. It is returned to the Agency for final coding and signature, and then it is sent to the Federal Register for publication. There has been some delay at the OMB but the ANPR is expected to be published in the Federal Register very soon. It would be good to have the Alliance GHS Fact Sheets available at or near the same time. Denese Deeds has offered her assistance to help develop the sheets.
2. ADA – Denese Deeds:

Denese received a letter from the consulting lawyer with their fees, etc. In a telephone conversation with the lawyer held on 20-July-2006, the lawyer advised that he has finished his review and his guidance/opinion will be sent in a letter to Denese next week. Denese will forward a copy to the ADA sub-team with the goal to have a policy by mid-August.

3. Newsletter – Ann Brockhaus:

The latest newsletter has been published on the SCHC website. Ann mentioned possible “stability” problems with the document and Dan will work with the webmaster to review.

4. Reminders

- a. Lori will be asked to send out a mass e-mail regarding the availability of the newsletter. It should also include reminders about registering for the Fall meeting and obtaining hotel reservations.
- b. Additional e-mail reminder(s) closer to the hotel cut-off date will be considered.
- c. Dave Peters will work with Professional Development Chair to ensure the timelines for the Fall meeting are followed.
- d. The next conference call is scheduled for 17-August-2006, 9:00 a.m. (EDT).

5. Professional Development Recognition Awards – Bob Skoglund:

Bob has tabulated and reviewed the Professional Development records and 41 people will be recognized at the Fall meeting. He will be ordering the plaques for the meeting.

Call adjourned at 10:07 a.m. (EDT)