

**SCHC Board Meeting**  
**April 21, 2005**

**ATTENDANCE:**

**Board of Directors:**

Present

Michele Sullivan - Chair  
Pam Kreis – Secretary/Treasurer  
Denese Deeds – President  
Ann Brockhaus – Vice President  
Bob Skoglund – Past - President

Mark Cohen  
Len Hong  
Stacie Eakin  
Dan Levine  
Bill Starr  
Amy Breedlove

**MEETING OPENED**

M. Sullivan opened the meeting at 9:05 a.m.

**APPROVAL OF MINUTES**

The approval of the minutes for the meeting held on April 11, 2005, was tabled until the next meeting.

**1. Potential New Committee**

P. Kreis and D. Deeds reported on the informal meeting held during the committee time at the Spring Meeting to solicit member ideas on potential committee needs. In addition to Pam and Denese, three members attended and discussed various ideas. The group agreed that they like the idea of forming an emerging issues committee that would encourage members to bring forward hazcom issues and related topics. Mike Berg had provided a write-up based on his understanding of the group discussion that Pam read. The group had agreed that it would be best to begin as an ad hoc committee to ensure that there was sufficient interest.

D. Levine suggested that they meet to establish a charter and present an update to the Society on Day 2 of the Fall Meeting. The Board agreed in general to present the concept in a newsletter article in the upcoming newsletter. In addition, Denese would inform the membership in a general broadcast e-mail about one month prior to the Fall Meeting, that the committee would be meeting for the first time.

Pam is to draft and distribute a proposed description of the committee to the board emphasizing the expected deliverables.

**2. Session to Plan Future of Society**

M. Sullivan using input from A. Breedlove had provided initial talking points to discuss a possible planning session in which the board could discuss the future of the society. A. Brockhaus had secured permission to use a conference room at her company in Washington DC at no charge to SCHC. The conference would be held immediately following the closing of the Fall Meeting and would last through the next day (September 28-29, 2005).

The board discussed the pros and cons of using an outside facilitator and decided against. The group also discussed whether or not to include the committee chairs or limit the planning session to the Board of Directors. It was agreed that certain committee chairs were potentially essential such as Program and Professional Development. L. Hong suggested including the chairs as part of leadership development.

M. Sullivan, D. Deeds and L. Hong will act as initial focal group to propose agenda and topics which they will distribute to the board for comments. Board members should send ideas to the focal group by June 1. The purpose of the planning session is to assess future direction of the Society, especially 3-4 years out. For example, it is expected the implementation of GHS will require a big demand in the hazard communication field.

### **3. ANSI Z 129 Canvass**

D. Deeds is to send e-mail to members to remind to participate. The Board proposed that an ad hoc committee be formed to forward consensus comments to the ANSI committee. The comments should include boilerplate language that the comments may not represent a full consensus. B. Sloglund will chair the ad hoc committee. Member comments should be sent to L. Chaplin.

### **4. Calendar Strawman**

The board reviewed and discussed the strawman calendar that D. Levine had prepared following a request from AIHA to post their events on "our calendar". The board determined that it is not interested in establishing and maintaining a calendar at this time. A. Brockhaus suggested that a broadcast e-mail could be sent to members telling them of interesting meetings/dates.

Meeting adjourned at 10:00 a.m.

Next meeting is Thursday, May 19, 2005 at 9 a.m. via conference call.

Respectfully submitted

Pamela Kreis  
Recording Secretary