

Minutes of the SCHC Board Meeting
September 26, 2005

ATTENDANCE

BOARD OF DIRECTORS

Michele R Sullivan, Chairman
Denese Deeds, President
Ann Brockhaus, VP
Pam Kreis, Secretary Treasurer
Robert Skoglund, Past President
Amy Breedlove
Mark Cohen
Stacie Eakin
Len Hong
Dan Levine
Bill Starr

ADMINISTRATOR

Lori Chaplin

COMMITTEE CHAIRS

Paul Brigandi, Professional Development
Jayne Clifton, Professional Development
Douglas Eisner, Arrangements
Robert Ernst, Newsletter
Suzanne Matuszewski, Program
Angela Rath, Membership
Charlie Sokol, HazCom Resources
Rich Willinger, Nominating

ABSENT COMMITTEE CHAIRS

Scott Amoroso, Web
Marie BenKinney, Poster Session
Mary Rudolph, Exhibit
Margaret Samways, Awards

GUESTS

Atanu Das, Guest
Skip Preston, Guest
Jean Roy, Guest/Sponsor

MEETING OPENED

Michele Sullivan opened the meeting at 1:05 p.m. She then welcomed everyone to the meeting. She announced that Amy Breedlove has resigned from the Board due to EPA requirements. All present introduced themselves.

APPROVAL OF MINUTES

The minutes of the August 18, 2005 meeting were reviewed. Denese Deeds moved that the minutes be approved as read. Dan Levine seconded the motion and the motion passed.

SECRETARY/TREASURER REPORT

P. Kreis gave the Treasurer's Report. Total money market account is approximately \$134,000 due to deposits from the fall classes. The report timeframe is based on the first six months of the year. The meeting inflow is up due to increased fees, but a loss is not surprising. The PDC showed a profit of about \$27,000. The administrative expenses are not broken out. (**ACTION:** Pam will develop a report with the administrative expenses as a separate category.) The Form 990, which is filed with the IRS is available for Board members to review. Michele requested that it be mailed to Board members as a pdf file. (**ACTION:** Pam will send out the Form 990.) PDC instructors were requested to include the name of the course and receipts when filing expense reports. (**ACTION:** An ad hoc committee will be requested to review the SCHC expense reimbursement policy.) Our accountant had comments on issues relating to the Form 990. (**ACTION:** The accountant's notes will be sent to the Board.)

PRESIDENTS REPORT

It was suggested that the meeting timeline be put on the SCHC web site. (**ACTION:** Denese Deeds will handle.) The attendance for the week is 221.

The issue of refunds for courses for individuals unable to attend due to the hurricane was discussed. Denese will make the decisions on these cases. Fourteen people were missing from the meeting.

D. Deeds also reported that the OSHA Alliance agreement has been turned over to OSHA. We expect a response in six to eight weeks.

COMMITTEE REPORTS

1. ANSI Standard, Z129.1: Bob Skoglund.

Bob reported that the ballot was sent to the ANSI Work Group and that SCHC abstained.

2. Arrangements: Doug Eisner.

Doug reported that members are still asking for the group rate at the hotel after the cut-off date. The issue of the quality of the hotel was discussed. He felt that improvements have been made. The contract with the hotel in San Antonio has been signed. In Orlando, a speaker will be using pyrotechnics. We will notify the hotel in advance and get approval. Due to existing contracts, the earliest that the meeting format could change would be the Spring of 2008.

3. Awards: Bob Skoglund for Margaret Samways

An award will be given at the next meeting however, the name will not be announced until the award is given.

4. Exhibit: Denese Deeds for Mary Rudolph

There will be three empty booths. A drawing for a prize will be held. Those who visit each booth and have a card signed will be eligible. NIOSH has a CD-ROM titled "HazCom Helper." It is available free of charge. NIOSH is asking those who take it to provide a review.

5. Membership: Angela Rath.

Twenty members attended the dinner last night. The committee is receiving suggestions for new functions. Bob Skoglund suggested that the committee try to determine why we are losing members. Each year we have a significant number of new members, but our total membership doesn't increase.

6. Poster Session: Amy Breedlove.

Voting for the best poster worked well at the Spring meeting. It also gave us an idea of the attendance. We should inform people that the Board would like to have the posters in electronic format so they can be posted on the web site.

7. Newsletter: Bob Ernst.

Members were asked to submit articles for the newsletter. The committee chairs were also requested to submit articles.

8. Nominating: Richard Willinger.

There is a sheet in the meeting packet for members to submit nominations for the Board and for officers. It was suggested that we investigate electronic voting.

9. OSHA Alliance: Ann Brockhaus.

When SCHC members speak on the Alliance or on GHS, they should make mention of the Alliance. Members were reminded to stop in to the Alliance booth and say "hi" to SCHC's OSHA Alliance contact, Beth Sherfy. On September 15, President Bush announced his intention to nominate Edwin Foulke to be the next Assistant Secretary of Labor for Occupational Safety and Health, a position formerly held by John Henshaw who left the agency Dec. 31, 2004. The draft MSDS checklist was sent to OSHA on July 22.

10. Professional Development: Jayne Clifton.

Jayne reported that GHS should help attendance at out Professional Development Courses. It was suggested that at the next poster session, a board be posted where people can write down suggestions for courses. This may generate additional ideas. We could then vote on which ones we would take.

11. Program: Suzanne Matuszewski.

Andre Fenner, a speaker from Brazil, has not arrived yet. Alternatives were discussed in case Mr. Fenner does not arrive. Some speakers for the Spring 2006 meeting have been confirmed.

12. Web: Dan Levine for Scott Amoroso.

It was suggested that a demo of the HazChat could be a possible poster in the Spring.

13. HazCom Resources: Charles Sokol.

CDs have been distributed with the latest resources. These have hyperlinks to the web sites. Most of the resources are free. If not, it is indicated that there is a cost. Len suggested that we contact the resources to tell them they are on our list.

ADDITIONAL DISCUSSION

The long-term planning session will be Wednesday afternoon and Thursday until 2:00 p.m.

There is a potential for collaborating on a GHS Teleweb with AIHA and also a potential for "profit sharing".

AIHA has a position paper on material safety data sheets. It calls for certification of MSDS authors.

ADJOURNEMENT

The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Bill Starr
Acting Recording Secretary