

Minutes of January 19, 2006 SCHC Board of Directors Conference Call

Attendees:

Amy Breedlove
Ann Brockhaus
Mark Cohen
Denese Deeds
Stacie Eakin
Len Hong
Pam Kreis
Dan Levine
Dave Peters
Bob Skoglund
Bill Starr
Michele Sullivan

Minutes Approval:

The minutes of the December 15th BOD meeting were reviewed, revisions were recommended by Pam Kreis. Dan Levine moved to approve the minutes as amended and Dave Peters second the motion.

Strategic Planning

Demographics:

Amy Breedlove/Bill Starr presented the draft Demographics plan and reviewed the Demographics summary from the fall meeting. The BOD provided comments on the draft.

The Demographics committee's plan included a survey for members to obtain details about the membership. It was suggested that some information might be available from the SCHC database. In the future the SCHC membership form could be expanded to gain basic information about the membership. It would be good to consider coordinating any proposed surveys from all the strategic plans. Gather data in a descriptive fashion to better understand our membership. SCHC surveys don't generate many responses, historically. In order to obtain the key information about members, it could be helpful for members to understand how SCHC would benefit from knowing that information and how that information would be used.

A Demographics team will be formed to discuss comments from BOD and the path forward.

Contingency Planning:

Denese & Ann presented the draft Contingency plan. Committee chairs will be contacted to discuss the need to identify a co-chair for key committees. The draft Contingency plan also included: 1) working with Lori on issues like file back-up (online, offsite backup, etc), key contractors, services, etc. 2) working with Pam on financial files.

Meeting Frequency

The first conference on Meeting Frequency is scheduled Jan. 20th.

Professional Development:

The PD group has enlisted Michelle Baker, Jayne Clifton, Albert Ignatowski and Suzanne Matuszewski as well as Len Hong and Dan Levine: Conference calls are scheduled for Feb 9th and the March 9th. The group will consider how to meet the changing needs of our members. The focus of the calls will be to define goals and objectives and finalize a plan before the fall meeting.

Spring Meeting Update:

Only one issue remains concerning spring meeting speakers: Brian Hayes/Enzi Senate Bill. The backup plan will be for Ann Brockhaus to present an update on the HazCom Modernization Bill and Senate Committee. Topics for the fall Meeting were discussed: Dan Levine is working on a speaker/video concerning depositions topic.

Other Business:

Denese will review Lori's contracts and discuss at next conference call.

Dan will take care of hotel issues for the reactivity demo at the spring meeting, including the filing of the permit for the demo.

Mark is submitting a candidate for the SCHC outstanding service award.

Michele responded to letter from Mike Reale concerning the GHS Teleweb.

Respectfully submitted,
February 13, 2006
Stacie Eakin