

**SCHC Board Meeting
December 16, 2004**

ATTENDANCE

Board of Directors

Present

Michele Sullivan - Chair	Bill Starr
Pam Kreis – Secretary/Treasurer	Mark Cohen
Denese Deeds - President	Stacie Eakin
Bob Skogland – Past President	Dan Levine
Donna Edminster	

Absent

Len Hong, Ann Brockhaus – VP (excused)

MEETING OPENED

M. Sullivan opened the meeting at 9:02 a.m.

APPROVAL OF MINUTES

The minutes from the November 18, 2004 meeting were reviewed. The date on the meeting notes was corrected. A motion was made by Dan Levine and seconded by Donna Edminster, respectively, to accept the minutes as corrected. The notes were unanimously approved.

1. SCHC-OSHA Alliance

OSHA has requested members to work on the minimum information checklist peer review activity. The Board reflected that this review activity should be undertaken by Hazard Communication professionals solicited from within the SCHC but that these reviews should not be Society work product. Ann will, on behalf of the Alliance Committee, send SCHC membership an invitation to participate based on MSDS expertise, Small Business expertise, and expertise with the specific five chemicals (Formaldehyde, Lead, TDI, Methylene Chloride, and Gluteraldehyde). Interest will be directed to Lori prior to provision to OSHA.

2. GHS Awareness

SCHC funds for UNITAR GHS awareness were transferred by Lori on November 22, 2004 with the proper UNITAR account information indicated on the invoice. Lori sent a follow-up email, the next day, confirming fund distribution of the funds. We await formal acknowledgement of the contribution from UNITAR. Michele will request feedback from the UNITAR GHS contact on how the conference, to which these funds were dedicated, went.

3. Program Committee Update

The second request by an unsolicited speaker to address our Society has been respectfully declined. Darlene Susan-Anderson will take an as yet undetermined leave from the Program Committee co-chair responsibilities, with Suzanne covering the Spring program. Lori will send the Society's best wishes. There is an opening in the program

for a speaker to provide a Latin American/ Mexican Hazard Communication update. Bob will provide Denese with speaker input which will be forwarded to Suzanne for consideration. Jessie Callaghan with CCOHS, has offered to give an update on first aid recommendations.

4. Fall Meeting Financials

Pam advised that all but 3 PDC instructors have submitted expenses and all submitted have been paid. Two out of the three speakers have also been paid. We have paid \$25K as the preliminary amount to Marriott Crystal Gateway and expect the final bill to come in around \$51-52K. A full report will be provided in our January Board meeting.

5. Other Business

Bob attended the Society for Risk Analysis meeting early December where several MSDS posters were presented. Researchers in Kansas and Canada are doing work on MSDS quality and it was discussed that there may be some real value in having some academic perspectives presented at the Spring Meeting. Bob will follow up with the researchers to determine interest level in speaking with our Society at either the Spring or Fall meetings and will keep Denese and Suzanne advised

OSHA leadership transitions were discussed.

Meeting adjourned at 9:25 a.m.

Next meeting is Thursday, January 16, 2005 at 9 a.m via conference call. The list for Board Conference calls has been distributed.

Respectfully submitted

Mark Cohen
Acting Recording Secretary