



AMERICAN SOCIETY OF  
**SAFETY PROFESSIONALS**

Southwest Chapter

## **Southwest Chapter Executive Committee Meeting Minutes**

### ***Conference Call***

***Thursday, October 18, 2019***

### **Present**

Dylan Romo (President); Darren Alexander (1<sup>st</sup> VP); Dusty Cotter (Treasurer); Alex Flores (Secretary); Nazeer Khaleeluddin (Past President); Abby Holovach (VP, Professional Development); Jay Gnadt (Delegate); Jimmy Walker (Delegate);

Absent: Benjamin Craig (VP, Member Services); David Osmun (VP, Communications); Vance Lee (Delegate);

Guests:, Mitchell Smith (Construction Section Liaison); Mark Cline (ASSP Foundation Liaison)

**Quorum announced by Dylan Romo and Call to Order at 8:04 am**

### **Old Business**

#### **1) September EC Meeting Minutes**

- a) The September minutes had been drafted but were not included in the October EC Meeting packet for review. Accordingly, this item was postponed until next month's EC meeting.

#### **2) September Monthly Financial Report**

- a) Dusty introduced the meetings and he and Dylan reviewed the details, explaining the major sources of revenue and expenses for the month.
- b) Nazeer moved that the September Financial Report be approved as presented (see attached). Jimmy seconded the motion. There was no discussion. A vote was taken and it passed unanimously.

#### **3) January Site Visit**

- a) Dylan announced that we still don't have a host for this proposed meeting. If we don't have it nailed down by the end of the first week of November, we will need to postpone this to a later date.



- b) Darren pointed out that the recent member survey indicated that this was a topic of interest to the membership and that we may need to form a committee to pursue this in more depth in the future.
  - c) Jimmy, Jay, and Dylan indicated that they continue to work on leads for January.
- 4) Awards & Honors** - Dylan reported for Dennis Scullion. Dylan indicated that, to date, one Chapter SPY nomination and two Region III Hall of Fame nominations had been submitted. The Chapter SPY award focuses mainly on service to Society and the Chapter in the past year or so. The deadline for nominations is October 31, 2019. The Region III HOF award is for a lifetime body of work. The deadline for nominations is January 31, 2020. Additional information is required for both.
- 5) CEU Application Updates**
- a) Darren announced that Society had approved 0.3 CEUs for our Chapter's November (2019) and February and May (2020) Technical meetings. The CEUs would be awarded as a single unit (package) for attendance at all three meetings. Society-specific sign-in sheets would be required.
  - b) Dylan and Darren commented on the amount of work this had required and that we would need to reconsider whether or not to pursue it again in the 2020-2021 Chapter year.
- 6) Student Mentoring Program**
- a) Darren announced that Tom Drake continues to lead this program in which four mentees had been paired with four mentors. There were plenty of mentor candidates from the Chapter. The limiting factor was the number of mentees from the SEOSU Student Section.
  - b) A kickoff dinner was held in September and was considered a success. The end of year recognitions for completing the program would be at the Chapter Professional Development Conference (PDC) in April.
  - c) Members were encouraged to submit ideas for improvement to Tom Drake.
- 7) Attendance Incentive Program**
- a) Dylan moved to take up the discussion which had been tabled at the August EC meeting. Dusty seconded. The motion passed unanimously.
  - b) Darren explained the content. Jay moved that the program be adopted as submitted. Jimmy seconded. The motion passed unanimously.
  - c) The procedure will be submitted to Alex for filing in the Chapter Cloud file.



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## **8) PDC Update**

- a) Abby provided an update as to the Committee's current activities. Breakout speakers have been all been contacted and are submitting their profiles. Additional assignments are being made for the day of the event. We are looking for individuals/companies to donate pens, pads, folders, etc.
- b) The next PDC Committee call will be held on Thursday, November 7 at 4:00 pm.

## **9) DPD Kids' Health & Safety Fair**

- a) This event will be held on Saturday, November 9 from 10 am to 1:00 pm Chapter volunteers are encouraged to attend.
- b) Nazeer pointed out that we may have too many attendees. Dylan suggested that we not turn anyone away but would ask Ben to inquire of the DPD contact if there were a maximum number he would recommend. Some of our SEOSU students are planning to attend as well.

## **New Business**

### **10) Delegates' Reports**

- a) Jimmy indicated that he had been approached by Society to contribute an article for an upcoming publication on preparing for the ASP exam.

### **11) Construction**

- a) Mitchell reported that the September Section meeting had been a success with 13 in attendance. Attendees were motivated to increase communication and attendance.
- b) The December Section meeting was scheduled for Thursday, December 12 at 11:30 am and would be held at the offices of Crosby Construction in Richardson. Mitchell was planning to announce this on social media. The meeting would consist of Q&A with a panel of construction experts. Four panel members had already confirmed their attendance.

### **12) ASSP Foundation**

- a) Mark confirmed that he had been appointed to the student scholarship selection committee by Society. This position had been held by Southwest Chapter members for the past three years.
- b) Mark and Dylan announced their desire to have a Spring 2020 Foundation scholarship drive with a goal of raising \$5,000. If the EC approved, this could be matched with up to \$10,000 from Chapter Savings.



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- c) At present, the Chapter had a Roy Kinslow scholarship that was endowed with \$45,000. That endowment funded an annual scholarship of \$1,500. Society managed the selection process for the Chapter. Contribution of an additional \$15,000 would increase the annual scholarship amount to \$2,000 per annum.
- d) Dylan indicated that this would be added to next month's EC meeting agenda.

*Note: Not included in the meeting discussion was the fact that Darren and Dave Osmun had attended the ASSP Leadership Conference in Chicago in October as representatives of the Southwest Chapter. Dylan was also present for a portion of the conference, having had business in Chicago during that same time period. .*

Motion to Adjourn by Nazeer. Seconded by Dylan. Meeting adjourned at 8:41 AM.

Respectfully Submitted:  
Alex Flores, Chapter Secretary