



AMERICAN SOCIETY OF
SAFETY PROFESSIONALS

Southwest Chapter

Southwest Chapter Executive Committee Meeting Minutes

Executive Committee Meeting

Thursday, August 19, 2021, at 3:45 pm

University of Texas at Dallas, 800 W. Campbell Road, Richardson, TX 75080

Attendance

Present: Ben Craig (President), Jimmy Walker (Treasurer), Kelsey Griffith (Secretary), Jay Gnad (Delegate), Andy Blackmon (Delegate)

Absent: Dusty Cotter (Past President), Abby Holovach (1st VP), Vance Lee (Delegate), Sean Blakemore (Construction Section Liaison), Madison Lopez (VP Member Services), Avery Fox (Student Services Liaison)

Quorum announced by Ben Craig and Call to Order at 3:45 PM

Old Business

- July EC Meeting Minutes - **Ben Craig**
 - Discussion included mention of a Governmental Affairs officer position. For instance, establishing and growing a relationship with the area OSHA director would be a plus. Ben will touch base with the Fort Worth AIHA about a lead on this and will accept interested members for consideration.
 - Jay motioned to accept. Andy seconded. All in favor; none opposed.
- July Financial Report - **Jimmy Walker**
 - Normal month; receipts included dues, expenses included EC kickoff meeting
 - Kelsey motioned to accept. Jay seconded. No discussion. All in favor; none opposed.

New Business

- November technical meeting speaker & sponsor - **Ben Craig**
 - David A. Casavant - Speaker
 - Mentioned at kickoff meeting, but no one has a personal connection
 - Ben will reach out via LinkedIn and other channels
 - YellowBird - Sponsor
 - Kelsey has been in contact; they have verbally committed
 - Waiting to receive signed version of sponsor agreement and payment
 - Sponsor fees can be paid by check; may be able to provide PayPal information (need to check with Dusty for login info)
- Officer Training - **Ben Craig**



- Officers need to complete training and provide documentation to the Secretary for COMT points
 - Speaking of COMT, with our current plans we are on our way to platinum status again this year
 - Member survey post- attendance can help increase points earned
 - Kelsey put together a Google Form with questions that will automatically be placed in a spreadsheet for ease of sharing
 - Ben will email out to attendees using MagnetMail
- \$500 donation for use of UTD space - **Ben Craig**
 - When Jay booked the UTD space for our meeting, it was suggested that a donation be made if we would like to continue using the space. The donation would be directed specifically to the Risk Management program.
 - Jay motioned to accept. Andy seconded. All in favor. None opposed.
- Make Dusty Cotter the Secretary of the checking account - **Ben Craig**
 - Required until all authorized signers are added to the account, Jimmy will then be changed to the Secretary of the account
 - Jimmy motioned to accept. Kelsey seconded. All in favor. None opposed.
- Delegate Reports - **Jay Gnad/Andy Blackmon**
 - Jay cannot attend the virtual delegate meeting in September and would like to request a proxy in his stead
 - Ben will check bylaws (both chapter and national) for eligible proxies
- Fastenal Safety Fair at Texas Live - **Ben Craig**
 - September 9, 2021
 - Need volunteers to man table
 - Reach out to Ben for interest
- VP Member Services - **Ben Craig/Madison Lopez**
 - Ben will continue to work with Madison to schedule social events
- PDC Status - **Ben Craig**
 - Discuss need to transition to Pheedloop
 - From emails to EC, it appears that the support for our current PDC website on GoDaddy will be ending in 12 months
 - Pheedloop has the capacity to host the site; there was a request for additional services to compare costs. EC will review the multiple options sent by Greg May.
 - A PDC call should be scheduled for EC and not include Greg May to discuss how we want to move forward
 - Ben will discuss with Abby
 - Brief discussion of moving the PDC to the fall (after 2022) to increase participation

Motion to Adjourn by Jay Gnad. Seconded by Andy Blackmon. Meeting adjourned at 4:18 PM.

Respectfully Submitted: Kelsey Griffith, Chapter Secretary