

Southwest Chapter

Executive Committee Meeting Agenda

THURSDAY, AUGUST 18, 2022
Post-Quarterly Technical Meeting – UT Dallas



Attendance

Present: Abby Holovach (President), Kelsey Griffith (Secretary), Jimmy Walker (Treasurer), Jeff Hays (VP Professional Development), Madison Lopez (VP Member Services), Andy Blackmon (Advisory Group), Donnie Chambless (Advisory Group)

Absent: Shameka Lewis (1st VP), DeMarcus Strange (VP Communications), Benjamin Craig (Past President), Avery Fox (Student Section Liaison), Dusty Cotter (Advisory Group)

Call to Order – Abby Holovach

- Quorum was announced by Abby Holovach and meeting was called to order at 3:18 pm

Old Business

- July 2022 EC Meeting Minutes – Abby Holovach
 - Attached for reference/review
 - Free technical meetings seem to have good feedback so far
 - Jimmy Walker motioned to accept. Andy Blackmon seconded. No discussion. All in favor. None opposed.
- July 2022 Monthly Financial Reports – Jimmy Walker
 - Kelsey Griffith motioned to accept. Donnie Chambless seconded. No discussion. All in favor. None opposed.

New Business

- Chapter Operations Management Tool: Annual Operational Plan
 - Submitted COMT attached for group's review
 - Reaching out to new chapter members to welcome them and invite to meetings
 - Send meeting surveys to attendees
- Events for the Chapter year – Abby Holovach
 - Reference current Chapter calendar draft and discuss upcoming events, dates already set-in-stone, etc.
 - Thursday, September 8th – Fastenal Regional Safety Show @ TexasLive!
 - Set up at 7:00 AM
 - Ends at 3:00 PM
 - Need two AM and two PM volunteers
 - Abby is going to be an AM volunteer to set up

- Donnie Chambless will assist as needed
- Joint AIHA Meeting for Regional OSHA Updates
 - Tuesday, September 23rd – Joint AIHA Meeting for Regional OSHA Updates
 - They asked us if we have any ideas for how we can contribute to this virtual event.
- Quarterly Technical Meetings – Abby Holovach
 - How did this meeting go with the free tickets?
 - 26 people attended; 36 pre-registered
 - Need speakers and sponsors for November 2022, February 2023, May 2023 meetings
 - Ben/Jeff – are your companies still interested in sponsoring a meeting?
 - Really need to find speakers – this is one of the biggest ways the committee can help right now!
 - Kelsey- ergonomics intern may be able to present on her findings for the November meeting
 - Occupational medicine doctor?
 - Need to make sure the after-meeting survey goes out!
- Is anyone else attending the Region III PDC, other than Abby?
 - Abby will be attending the ROCK group (of other presidents) to share ideas and commiserate
- Delegate Advisory Group Reports, if applicable – Dusty/Andy/Donnie
 - First Advisory Group meeting was this month and was more of an introduction
 - More details on the role should be coming soon
- PDC Status – Jeff Hays
 - Really need to find speakers – this is one of the biggest ways the committee can help right now!
 - Kelsey contacted instructors at TEEX
 - More details to be discussed at the PDC meeting
- Student Section Status – Avery Fox
- Officer Training Status Update – Abby Holovach
 - Previously serving officers may not be able to access all the training?
- Understanding each leadership position's role and how that role contributes to the group as a whole; communication and participation – Abby Holovach
- Open forum for discussions, suggestions, etc.
- Closing

Motion to adjourn by Kelsey Griffith. Seconded by Madison Lopez. Meeting adjourned at 3:46 pm.
Respectfully Submitted: Kelsey Griffith, Chapter Secretary