

**Greater Tidewater Chapter  
American Society of Safety Professionals**

<http://tidewater.assp.org/>

**Executive Committee Meeting Minutes**

DATE: June 28, 2024

Location: Conference call

Time: 12:00 PM

**GTC Executive Committee Member Attendance:**

Elected Officers	Office	Present?
Alexandria LePock, CSP	President	x
Stephanie Neary	President-Elect	
Meghan McCall	Secretary	
Susan Roenker	Treasurer	x
Jennifer Miles	Advisory Board	
Executive Committee Members	Office	
Mike Suminski	Government Affairs Chair (combined with Practices/Standards)	x
Stephanie Neary	Website Chair	
Steve LePock	Membership and Public Relations Chair	x
Jennifer Miles	Nominations and Elections Chair/Past President	
Cheryl Riordan	Student Affairs Liaison	x
Austin Temple	EC Member at large	x
Nick Miller	EC Member at large	
Committee Chairs	Office	
Phil Campbell	Communications Chair (includes Newsletter)	x
Guests	Representing	
Elizabeth Barnette	Northern Area AD	

*Note: A quorum is a majority (three) of the four elected officers or a majority (seven) of the eleven executive committee members with at least two elected officers.*

**Executive Committee Meeting**

**Presiding:** Ali LePock, Chapter President

**Minutes:**

Ali called the meeting to order at 1201. A quorum was established with 2 elected officers present and 5 total EC Members.

# Greater Tidewater Chapter American Society of Safety Professionals

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## Previous Meeting Minutes Approval

Note: Ensure approved minutes are posted to our website. Contact chapter services for assistance with upload.

Susan moved to accept the previous minutes. Phil seconded the motion.

## Approval of Finance Reports

Austin moved to accept the YTD Finance Reports. Phil seconded the motion.

## Finances

- Financial audit update
- Golf outing \$ update
- Funds raised from virtual portion of June meeting (CEUs offered for Ethics)
  - o \$290 from the 29 virtual attendees

Susan suggested there no longer be just a 'student' fund fr outreach money and the outreach budget be combined for students and members—everyone present agreed. She will share with Ivan(upcoming treasurer)

Discussed cup logo and quote for \$368.88

Phil motioned to pay this amount for 12 cups for the 2023/2024 EC members as a thank you gift. Cheryl seconded the motion.

To save on CC fees, Susan will write a check, Austin will deliver to the company in Portsmouth. Austin to pick them up when they are ready.

Company is called Creative Business Solutions

## Meeting Dates for Chapter Formal Meetings

July 24th- Damuth, speaker from Dominion

August- Baseball social Aug 10th

September- Region 6 PDC in VB!!! 16-18th

October TBD

November- Joint Colonial Chapter Event with DOLI - Local event

December- Holiday Social

## Suggestions for Future Meetings/Fundraisers

-Fall Protection Competent Person Course

-Each meeting could have time for someone to present a challenge/issue to the group for advice or guidance

-Stihl tour

-Norfolk Zoo or VA Aquarium tour

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-Rick for Active Shooter  
-Jefferson Labs

## Open Items

- LOGO- rebranding complete and updated on website and in google drive. Swag?
  - As thank you for 2022-2024 year; yeti cups for EC with new logo for those interested? Who would like one?
    - Susan to get Ali name of local guy who can etch yetis for price
  - Green/light up yo-yo purchase
    - Last meeting: Cheryl made the motion. Phil seconded. Up to \$550 for light up yo-yos (green w/ white letters)
    - Meghan and Susan will take the lead in getting GTC swag ordered once rebranded
- Sponsorship- <https://tidewater.assp.org/sponsorship/>
  - Know anyone interested in becoming a chapter sponsor? Share our easy to use link on our website!
- CEU offerings - solid feedback, attendees and \$\$ made from June event. Suggest continuing these opportunities to larger network!
- **COMT- financial report and COMT submitted early. We will be Platinum again this year (based on points calculation)!**

## Nominations and Elections committee

- Succession planning for next 1-2 years.

## Volunteer Opportunities

## Advisory Board

## Governance/Practices/Standards

## Award

## Membership

- Membership Update from June
  - 190 active members, with 23 number in grace period (213 Total)
  - 6 expired members
  - 2 new members in June...
    - Ben Margriter (Nexgen HVAC) and Catherine Binczak (JCC RISK Manger)
  - 1 member transferred to GTC
    - Brandi Kissel from Colonial Virginia

Reaching out to all new Chapter members.

Reaching out to all Expired and Grace Period members.

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I will follow up with a welcome email to the Four new folks that attended the June meeting!

## Spotlight

Austin to take over the July 1 Spotlight. I can be the July Spotlight!

## Students

- ODU update?
- TCC connection- Cheryl/Meghan?- great opportunity to stay connected. Suggest initial touchpoint with Kevin.
- Follow up needed
  - Stay connected with Jaleesa Smiley from ODU- she will be attending PDC as a guest student on scholarship from us this fall.
  - Sierra Goldman(?) from April ODU meeting was interested in potentially speaking/presenting her research at the fall PDC. Stay connected and reach out to finalize.

## Social Media

- Website
  - Check for needed updates
- Linked In
- Post upcoming meetings on website (Stephanie) and LinkedIn (Nick)

## Communications

- July meeting, baseball social and PDC reminders!

## Upcoming Dates

- July 1 transition– Don't forget to complete any new trainings for new officers coming on to the EC, email forwarding updates (very important!), website name/title updates in the chapter officers section
- July meeting

\_Phil\_\_\_ moved to adjourn the meeting at \_1245\_\_\_PM. \_Cheryl\_\_\_ seconded. EC Meeting adjourned.

Respectfully submitted,

*Meghan McCall*

Secretary, Greater Tidewater Chapter