

AIHA Hawaii Local Section
Executive Committee Meeting
September 21, 2005

Present	Name	Position
X	Tom Goob	Past President
X	Shelley Wheeling-Park	President
	Jim Peck	President-Elect
X	Jennifer Shishido	Secretary
X	Chris Gongora	Treasurer
	Jas Singh	Director
	Brant Tanaka	Director
X	Banafsheh Sadeghi	Director
	Jim Newberry	Communications
	Danny Tolentino	HI Federal S&H Representative

I. **CALL TO ORDER:** The meeting was called to order at 11:19 a.m. by President Shelley Wheeling-Park at Kaiser Permanente at 531 Ohohia Street in Honolulu, Hawaii. A quorum was present to conduct business.

II. **MINUTES:**

July 28 2005 meeting minutes were approved as distributed.

III. **REPORTS:**

1. Treasurer's Report, C. Gongora:
 - a. Reports for June, July, August and partial September 2005
 - b. Discussion regarding August 26, 2005 dinner at Nico's. Nico's apparently forgot to let us know that there was an extra labor charge of \$200. Need to remember that for next event to get confirmation of ALL the charges.
 - c. Hawai'i Local Section donated \$500 to Hurricane Katrina Relief – an amount that exceeded 5% of our current funds, and over 10% of our 2005 operating budget.
 - d. Current Checking Account balance: \$ 6,665.66.
 - e. Current Savings Account balance: \$ 3,028.64
 - f. Treasurer's reports for June thru August was approved.
2. Membership, J. Shishido:
 - a. 91 paid members in good standing.
 - b. No new members.
3. HIOSH Advisory Committee, Shelley Wheeling-Park:
 - a. Next meeting will be in Kona on October 6, Thursday.
 - b. Will include presentations on drug free workplaces. Cost will be \$25 for public – to include lunch.
 - c. Information was sent out to membership and is on ASSE website.

4. Hawai'i-OSHA Alliance, B Sadeghi:
 - a. No meeting yet .

5. CIH Review Course, Tom Goob:
 - a. First meeting held. Tom Goob, Jim Peck, Tony Bernard, and Loren Kaehn.
 - b. Distributed matrix on Review Course planning – identifying actions, deadlines and key interim dates, who has responsibility, how they will be doing it and any comments.
 - c. Actual dates in August 2006 (1st or 2nd week) will depend on availability of facility – looking at UH Campus Center.
 - d. Will be arranging for UH Conference Center to handle registration.
 - 1) Will also check on how much they will charge to make course materials – course binders, burn CDs etc.
 - e. Jim Peck will be working with Steve Levine to work out speaker needs and expectations.
 - f. Sponsors: Need to get sponsors.
 - 1) Sponsors duties: Promotion of the course, e.g. on their website, notices to their members, etc. Also welcome any contributions.
 - 2) Banafsheh suggested the Federal S&H Council – will talk to Danny Tolentino or Janet Apostol.
 - 3) Question: Do we need correspondence to formally request sponsorship? Answer: it depends, for some organizations e-mail or oral commitment will do.
 - 4) Would like to get UH sponsorship, e.g. UH Medical School, etc or other organization or university, e.g. NIOSH and University of Michigan.
 - g. Hotel/Air: Also want to get hotel/air packages (discount) for students.
 - h. Budget will be set at next meeting. Want to get committee approval for CIH Review Course budget soon, e.g. next meeting.

IV. **GENERAL MEMBERSHIP MEETINGS:**

1. Teleweb: 9-14-05 on Nanotechnology, C. Gongora:
 - a. There were 8 people in attendance.
 - b. Appears obvious that members are not interested in emerging issues such as Nanotechnology and Control Banding.

2. Hector Escarcega Training
 - a. Jim Peck working on trying to get Jim on subject of Effective Presentations. Previously agreed that subject of training non-English speaking workers would not go over well with a speaker whose expertise is in Hispanic workers.
 - b. Target date is October.

3. August 26, 2005 Awards Function:

- a. Went well, about 27 people in attendance. After work social functions seem to work.
- b. Draft minutes of the meeting need to be approved at next major General Membership meeting, i.e. Installation Dinner in January, 2006.
- c. There was a quorum in attendance (20% of members in good standing) and the motion for consideration and circulation of the bylaws to the general membership passed.

V. NEW BUSINESS:

1. Hurricane Katrina Relief Donation:
Hawai'i Local Section donated \$500, very worthy cause. See comments in Treasurer's report above.
2. Updated By Laws, S. Wheeling-Park:
 - a. At August 26, 2005 General Membership meeting, a motion for consideration and circulation of the proposed amended by-laws passed and the amended by-laws along with a ballot was mailed to the membership.
 - b. As of 9/20/04 the vote was 39 yes, 2 no.
3. Elections, S. Wheeling-Park:
 - a. Officers up for election: President-Elect and 2 Directors.
 - b. Need to appoint members to the Nominating Committee by October 1.

Meeting was adjourned at 12:50 p.m.

Attachments

1. Treasurer's Reports for June, July and August.

AIHA Hawai'i Section
Treasurers' Report

REPORT FOR JUNE 2005

CHECKING ACCOUNT:

DATE	DESCRIPTION	EXPENSES	INCOME	BALANCE
5/31/05				\$ 7,829.70
6/23/05	AIHA Board Meeting			
	Bale Restaurant	80.17		
6/30/05	Interest Earned		0.19	
6/30/05	Total for Month	80.17	0.19	\$ 7,749.72

SAVINGS ACCOUNT:				
4/26/05				\$ 3,028.64

AIHA Hawai'i Section
 Treasurer's Report

REPORT FOR JULY 2005

CHECKING ACCOUNT:

DATE	DESCRIPTION	EXPENSES	INCOME	BALANCE
6/30/05				\$ 7,749.72
7/20/05	Meeting - IAQ/HVAC			
	Hale Ikena - lunch	312.50		
	Income - lunch		380.00	
	Income - dues (1)		20.00	
7/20/05	Jim Peck - portable files	16.65		
7/28/05	AIHA Board Meeting			
	Bale Restaurant	57.53		
7/29/05	Income - dues (1)		20.00	
7/31/05	Interest earned		0.20	
7/31/05	Total for Month	386.68	420.20	\$ 7,783.24

SAVINGS ACCOUNT:				
4/26/05				\$ 3,028.64

AIHA Hawai'i Section
 Treasurer's Report

REPORT FOR AUGUST 2005

CHECKING ACCOUNT:

DATE	DESCRIPTION	EXPENSES	INCOME	BALANCE
7/31/05				\$ 7,783.24
8/26/05	Meeting - Recognition			
	Dinner - Nico's	850.00		
	Income - dinner		480.00	
	Income - dues (2)		40.00	
	Leis	30.00		
	Dee Lite Bakery cake	36.00		
8/31/05	Interest earned		0.20	
8/31/05	Total for Month	916.00	520.20	\$ 7,387.44

SAVINGS ACCOUNT:				
4/26/05				\$ 3,028.64