

**AIHA Hawaii Local Section**

**MINUTES – Executive Board Meeting**

Tuesday, November 25, 2003

<b>Present</b>	<b>Position</b>	<b>Name</b>
X	PAST PRESIDENT	Vernon Hoo, CIH
	PRESIDENT	Tom Goob, CSP
	PRESIDENT-ELECT	Ray Welch
	SECRETARY	Vacant
X	TREASURER	Jim Peck
X	DIRECTOR	Shelley R. Wheeling-Park
	DIRECTOR	Joel Narusawa
X	DIRECTOR	John Ramos
X	GUEST	Jas Singh
X	GUEST	Chris Gongora
X	GUEST	Archie Yu

<u>ITEM</u>	<u>DISCUSSION</u>	<u>WHO</u>	<u>ACTION</u>	<u>WHEN/ STATUS</u>
<b>I. Call to Order</b>	The meeting was called to order at 11.15 a.m. at 650 Iwilei Rd, Suite 300	Tom	Called to order	
<b>II. Previous Minutes</b>	Reviewed and approved	Tom		
<b>III. Treasurer's Report</b>	<p>Jim provided to Board copies of Treasurer's Report from the month of July to October 2003</p> <p>Checking Account Balance (as of 10/31/03) - \$1693.42</p> <p>Savings Account Balance (Per 9/30/03 statement) - \$2525.00</p> <p>Note: Last deposit 11/21/03 - \$3523.42</p>	Jim		
<b>IV. Old Business</b>				

<u>ITEM</u>	<u>DISCUSSION</u>	<u>WHO</u>	<u>ACTION</u>	<u>WHEN/ STATUS</u>
A. Comprehensive Industrial Hygiene Review Course	<p>Registration Count: 7 people has registered and received payment from 4 people.</p> <p>Other Updates/Items: It came to Tom attention that mail was returned to sender because of invalid address.</p> <p>Tom talked to a number of people to advertise the course.</p>	Tom	<p>Patricia to verify address/zip code on registration form posted on site.</p> <p>Two weeks prior to January 26<sup>th</sup>, Tom to forward reminder to everyone regarding the course.</p>	Open
B. PacRim Conference & Pre-Conference PDCs	<p>Letter of intent and invitations were sent out to all PDCs speakers.</p> <p>Jim attended the last Pac Rim Speakers Sub-Committee meeting and he informed Board that letters were send out to most of the AIHA IH Track Speakers.</p>	Tom	Tom forwarded email to Sub-Committee to verify if letter was sent to all the AIHA IH Track speakers. He is still awaiting a reply.	Open
C. End of Year/New Year Social	<p>It was agreed to hold the event on Friday, January 9<sup>th</sup>, 5:00-8:00 PM at Dave &amp; Busters. The rooftop will be reserved at no cost and Board agreed on the Fajita Buffet (\$18.95 per person).</p> <p>A fee of \$30 will be charged to cover the menu and 2004 membership.</p>		<p>Tom to make the reservation with Dave &amp; Busters.</p> <p>Archie Yu to have the announcement posted on the website.</p>	Open
D. AIHA Fellow Award Nomination	Criteria for nominating someone for the AIHA Fellow Award Nomination were discussed. The person has to least be 15 years continuously with AIHA National and has contributed to the community. Nomination due by December 30 <sup>th</sup> .	Board	Board suggested nominating Roy Takekawa & John Ramos. Tom to check if Kenneth Still is a Fellow. If not suggested to nominate him.	Open
E. Dues Notification	Due Notification was not send out. Tom suggested plugging it together with the Year End Social as an incentive to have as many people as possible.	Tom	To be plugged with the Year End Social	Open
F. New CIH congratulations	<p>Board identified the people that passed their CIH Exams. They are:</p> <p>Tom Goob Andrew Cruise M. Nira Cooray</p>	Board	<p>Ray to draft letter of congratulations.</p> <p>Archie to communicate with Dawn and have the names post on the website.</p>	Open
<b>V. New Business</b>				

<u>ITEM</u>	<u>DISCUSSION</u>	<u>WHO</u>	<u>ACTION</u>	<u>WHEN/ STATUS</u>
A. SGE/SHARP/SWAP – Director Meeting	<p>Tom informed Board of the program offered by HIOSH for professional in Safety &amp; Health on a voluntarily basis to work out with the HIOSH on consultation work. They have funding to pay \$100 honorary per company that conduct the consultation. It is a 5-hour on-line government training.</p> <p>Notice was sent out to AIHA members that might be interested. 40 people have registered and 25 people are on wait list.</p>	Tom	It is informational only. Members that are interested are welcome to register.	Closed
B. January 23, TeleWeb, “Current Threat: IH Role in Terrorism Response”	Board was informed of the upcoming TeleWeb Virtual Seminar on January 23 ““Current Threat: IH Role in Terrorism Response”.	Tom	<p>Tom to email members to get feedback if we should have the seminar.</p> <p>Patricia to tentatively reserved space at the QMC Conference Center.</p>	Open
C. SBDC/AIHA/ASSE/HIO SH Seminar Partnership	The purpose is for AIHA to put their effort together to help organize a full one day seminar on WorkComp, similarly to the one held on September 10, by Lorman Education Services.	Tom/Jim	Tom suggested endorsing it and Board agreed.	Open
D. Strategic Alliance – Update/Current Issues	<p>A number of organizations set up the Alliance to bring health &amp; safety training to Hawaii. AIHA is part of the Alliance. Thus far nothing much has been done. A meeting was scheduled for December 4<sup>th</sup> at 10am. The Director of Analysis &amp; Evaluation and the Regional Administrator for Region 9 will be at the meeting.</p> <p>Any interested Board members are free to go.</p>	Tom	Tom to forward email to inform members of the change of date from Dec. 3 <sup>rd</sup> to Dec. 4 <sup>th</sup> .	Closed
<b>VI. Announcements</b>	<p>Tom provided to Board a copy of the Testimony he gave to the Department of Agriculture Advisory Committee. Tom was asked by White Environmental to testify on behalf of AIHA to vouch that it is a legitimate program. It was a good exposure, because there is a great possibility of new members from the White Environmental for the local section.</p> <p>Tom invited Board to his residence for a Barbecue on</p>	Tom		Closed

<u>ITEM</u>	<u>DISCUSSION</u>	<u>WHO</u>	<u>ACTION</u>	<u>WHEN/ STATUS</u>
	Dec. 6 <sup>th</sup> .			
<b>VII. Next Meeting</b>	Next meeting – December 30, 2003, 11:00 am, DLS Central, Team Room	Informational	Informational	
<b>VIII. Adjournment</b>	The meeting was adjourned at 1:00 PM	Informational	Informational	