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**American Society of Safety Professionals**

# South Carolina Chapter

**Board Meeting Minutes**

**Date: 8/4/18 Time: 11:00 am**

**Location:** Logoff House of Pizza, Lugoff, SC

In attendance at the meeting were: Adam DeVantier, Wendy McCreary, Tracey Wallace, Michelle Sisk, Jay Hudson, and Robert Wiggs.

**Items of Business**

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| Topic:  | Officer Transition Meeting |
| Meeting notes | The purpose of this meeting was to plan for the 2018/2019 chapter year. |
| * **Liaisons to SC PDC Region 6 –** We have 3 liaisons to the PDC on September 19-21, 2018 (Adam DeVantier, Wendy McCreary, and Michelle Sisk)
* **ASSP Key Chapter Dates 2018/2019** (See attached document)

Notes:* Adam is managing the Chapter Operations Management Tool
* Our Chapter does not need to file our own taxes due size
* Leadership Conference in October – Tracey Wallace and Wendy McCreary **will attend.**
* **Future Meeting Schedule:**
	+ **September (9/24/18)** – Regular Meeting - Location: SCE&G Training Center; Speaker: Liz Navarette (Ergonomics/Physical Therapy). Need to remind attendees about Bike Helmet Drive
	+ **October (10/15/18)** – Tour: Shop Road DOT Traffic Management Center (Robert Wiggs organizing); Lunch will be at Doc’s BBQ across the street (if Doc’s does not do reservations, alternate location is Seawell’s).
	+ **November (11/12/18)** – Regular Meeting - Location: SCE&G Training Center; Speaker: TBD (Tracey Wallace looking into a speaker to discuss Silica Controls)
	+ **December (12/13/18)** – Social Event – Quaker Steak & Lube (Robert Wiggs organizing)
	+ **January (1/21/18)** – Regular Meeting – Location: SCE&G Training Center; Speaker: Gunther Schuetterle with Safety Supply South, Topic: PPE.
	+ **February (2/8/18)** – PDC – Planning on submitting agenda early to obtain CEU’s. Suggestions for possible speakers: Pam Thompkins, Colleen (OSHAR), Seth Stoner (Sun Solution).
	+ **March (3/18/18)** – Tour: TBD (Wendy will contact Sleepnumber, Jay will contact Harbor Freight in Dillon, SC, Michelle will see about touring her facility, Oak-Mitsui)
	+ **April (4/15/18)** – Regular Meeting – Location: SCE&G Training Center; Topic: Focus 4 (presented by the Board members)
	+ **May (5/20/18)** – Regular Meeting – Location: SCE&G Training Center; Topic: OSHA Roundtable (note: will need to let OSHA know in January to get on their calendar).
	+ **June (6/13/18**) – Social Event – Quaker Steak & Lube
* Discussion regarding changing banks from BB&T to a more convenient location for the treasurer. This is a good time to do a change since we need to facilitate the chapter name change. Michelle will research options for other banks that are located conveniently throughout the region.
* Alternate meting locations – Robert Wiggs is organizing a committee to locate alternate meeting locations that are free of charge, in the event we are unable to utilize the SCE&G Training Facility for some reason.
* Shirts/Nametags –Charlie will be asked to look into getting new nametags for the board. Suggestion to not have the position on the nametag, so it can be used throughout position changes. Robert will look into getting the SCASSP logo and Adam will be researching shirts for a shirt order.
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Submitted by: Tracey Wallace, Columbia, SCASSE Chapter Secretary

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