



ARIZONA AIHA LOCAL SECTION OFFICERS

Meeting Agenda

July 13th, 2022, 12:00 – 1:00 p.m.

Zoom Meeting

https://us02web.zoom.us/j/81678022090?pwd=UHhKTkJsRGdkRnpJRTVLM015bEVrQT09

Meeting ID: 816 7802 2090 Passcode: 117193

Call in #: +1 669 900 6833

Officers Attendance:

	Present		Present
Cary Gherman - President.	X	Christina Collins -Treasurer - Elect	X
Michael Breu – Past President	X	Marie Thorsen-Treasurer	
Dylan Staack – President-Elect	X	Heidi Partlow– 2 nd Year Director	X
Krysta Myers -Secretary - Elect	X	Robyn Steiner – 1 st Year Director	X
Sharon Shindel – Secretary		Student Section Representative	
		Sam Sneed - U of A	X

- 1) Welcome- 12:05 meeting called
- 2) Approval of previous meeting minutes. Ms Partlow motioned to approved, minutes approved.
- 3) Routine Business
 - a) Treasury Report-

	Last Month	Current Month
Wells Fargo	\$13,859.33*	\$13,656.21
Paypal	\$765.92	\$899.99

*\$6225.70
proceeds
needed for
Health and
Safety Summit
Dylan has
followed up
with Brandy
Miller

- 4) Programming/PDC/Webinars – (1st Year Director – Dylan Staack & Robyn Steiner)
 - June – Sheila Gwizdak - Childhood Lead Exposure. Feedback/Review +/-
 - Feedback: Team was impressed with Sheila’s presentation. All members were happy to have the face to face meeting and the cafeteria prices/quality was good.
 - Dylan to discuss with Aaron about using the space for future board meetings and PDCs
 - July/August – Nothing scheduled
 - Future PDCs:



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- Stephanie Caler- Gas Monitoring
- Jake Nurre (Noise/ Hearing Conservation)
- Noise Damping in the near future (Mr. Staack/Ms. Collins) -Jeff Komrower (Noise Control Engineering)
- Jenna Honan – U of A – Progress on research

5) AZ AIHA Outreach Committee - (2nd Year Director – Heidi Partlowe/Dylan Staack/Robyn Steiner)

- a) Ms. Partlow- No updates due to the summer break
- b) Ms Steiner has engaged AZ Science Museum for future engagement events. Ms. Steiner will engage the POC for the fall

6) New Business/Roundtable

- a) **2023 AIHCe/Phoenix (Dylan & Sub-committee)**
 - Dee and Aaron were all the sub-committee call with Dylan. Dee and Aaron will lead the sub-committee moving forward on a biweekly basis to kickoff the media element of the event
 - Dylan has reached out to the Cardinals for keynote speaker. Other ideas included engagement from the Diamondbacks, and Suns
 - Mariachi band is no longer an option, now looking for ring dancing
 - Technical tours- Ms. Partlow to inquire her contacts on semiconductor tours once AIHA national has approved

7) May to do list:

- a) **Board Candidates/Election – (Michael update)**
 - √ Solicit people to run-notice has been sent
 - √ Send list to Thursa – puts ballot together
 - √ Send link to members for vote
 - √ Polls will close and Mr. Brue will be provided the results
 - **Mr. Staack will be provided the winners and communicate. Mr Staack to invite winners to August meeting**
- b) **Group Exemption-** Ms. Collins will complete. Waiting for Thursa to send the form
- c) **Ethics Training** – Mr. Brue to reach out to ASU professor to teach ethics seminar in September. Sept.13th proposed date at SRP. Mr. Brue to request space at SRP. Ms. Myers to complete the Constant Contact by August 13. September 13th will be ethics training and annual meeting
- d) Prep for Annual Meeting scheduled for 9/13
- e) Review/Update Calendar
- f) Moving Board meetings to Tuesdays at 12-1 starting in September. Ms. Myers to send out new zoom meeting invitation

8) Review Action Items:

- a) **Constant Contact list clean-up** - Ms. Thorsen has added new members from national to the Constant Contact list. Second phase is to remove members whose emails “bounce back”. Ms. Thorsen will remove these members from the mailing list. Mr. Gherman to reach out to Marie for completion of this task
- b) **For August meeting-** discuss meeting in person on a quarterly (?) basis. Will keep the Zoom call in option as well
- c) **Mr. Staak** to reach out to Prof Rustin Reed on the engagement of UA next year



Arizona
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Business Plan: (Updated 11/10/2021)

Month	Task	Person(s) Assigned
January	BoD meeting	President
	Holiday Party	Program Committee / President-Elect
	AZ Membership Invoice	Treasurer
	Update Constant Contact Email list/ Review contact information based on National provided data and make any updates (as needed throughout the year)	Treasurer
February	BoD meeting	President
	Clean-up the Constant Contact list and reach out to National Arizona members who have not joined the local section	Secretary
March	BoD meeting	President
April	BoD meeting	President
	File with Az Corp Commission	Treasurer
	AIHA/ASSP – Host AZ Safety & Health Summit	Board
May	BoD meeting	President
	File 990-N with IRS	Treasurer
	Arrange Ethics Training	Board
June	BoD meeting	President
	File Group Exemption with AIHA	Treasurer
	Joint AIHA/ASSE Social	Board
	Send out Officer Elections Ballot	Past President
July	BoD meeting	President
August	BoD meeting	President
	Planning for Tucson ½ day PDC and University Student Career Panel	President/Director
	Annual Calendar Planning meeting	Outgoing Board & Incoming Board
September	Annual Meeting, Webinar	Program Committee / President-Elect
	Intro Incoming Officers	President
	Update Website with new Board Members	Director
	Send Incoming Officer List to the Regional Director and AIHA National	President
	Safety Summit Kick Off meeting	Board
October	BoD meeting	President
	Send Business Plan to Regional Director and National	President
	New officer orientation to train on responsibilities and business plan, Constant Contact	President
	Constant Contact Survey (As needed)	President
November	BoD meeting	President
	Bylaws review	President
	Holiday event planning	Board
	Determine if we want to purchase webinar subscription for next year	Board
	Designate AIHA Leadership Training Attendee	Board
	UofA Student Outreach – Career Panel	Board
	Tucson PDC	Board
	Create the membership renewal event and schedule it to send out in January	Treasurer
	PO Box Renewal	Treasurer
	Solicit Board of Director candidates	
December	BoD meeting	President
	Renew Constant Contact	Treasurer
	Renew Mini-Subscription to AIHA Webinars (if board decided to subscribe next year)	Treasurer