



ARIZONA AIHA LOCAL SECTION OFFICERS
May 09, 2023, 12:00 – 1:00 p.m.

Officers Attendance:

	Present		Present
Dylan Staack - President.	X	Sheila Gwizdak -Treasurer - Elect	X
Cary Gherman – Past President	X	Christina Collins-Treasurer	X
Dee Huddleston – President-Elect		Robin Steiner– 2 nd Year Director	
Krysta Myers -Secretary	X	Eric Lyding – 1 st Year Director	
Sharon Shindel – Secretary - Elect	X	Student Section Representative	
		Sam Sneed - U of A	

- 1) Welcome - opening at 12:05 pm
- 2) Approval of previous meeting minutes- Christina motion to approved
- 3) Routine Business
 - Treasury Report-

	Last Month	Current Month
Wells Fargo	\$14,159	\$ 14,249.57
Paypal	\$1,430.41	\$1,430.41

- 4) Programming/PDC/Webinars – (1st Year Director –Robyn Steiner/ Eric Lyding)
 - May – AIHCE
 - (Sheila and Eric need shirts, plan to wear your shirts on Monday 22nd. Meet at 1215pm at the Repps booth). Wednesday HH at 5 pm with members. Constant contact needed to be sent out.
 - June – Off
 - July - Off
 - August - Off
 - September – Jeff Komrower: Noise Control Course 09/21
 - SRP – Mohave Conference Room
 - 11:00 – 12:00 Lunch; 12:30 – 2:30 presentation
 - October- Volunteer event?
 - Food bank
 - Sharon to identify a volunteer location
 - **Future PDCs:**
 - Noise Damping in the near future (Mr. Staack/Ms. Collins) -Jeff Komrower (Noise Control Engineering)
 - PDC speaker updates
- 5) AZ AIHA Outreach Committee - (2nd Year Director –Robyn Steiner/ Eric Lyding)
 - Si Se Puede video shoot
 - Dylan, Michael, Sharron, and Dee



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- (1) <https://www.dropbox.com/s/h0flxaw74443ncs/Outreach%20Video%20V1%20No%203rds.mp4?dl=0>
- (2) Second one to follow

- **Cultural Heritage and AZ-AIHA - NAGPRA Discussion with Ralph**
 - **S4NP – Headed by Ralph Froehlich**
 - (1) **Dee to update team-** Sacred objects to be brought to meeting. Hopi tribe would like IH's to do some XRF scanning, gas monitoring etc
- **New opportunities?**
- **AZ Safety Summit (November 1st) booth ideas?**
 - **Call for speaker CC?**
 - (1) **Statistics?**
 - **Need student rate- Dee to escalate to the AZ Safety Summit Board**
- **Purchase Banner through National or Local-**Sharon to order banner through national using designated verbiage from National

6) **New Business/Roundtable**

- File 1099 with IRS
- Arrange Ethics Training
 - Every other year, no need to schedule
- AIHce Prep and Planning updates – Huddleston/Baldwin/Lyding
 - Any fun run updates
 - Dee is still working on confirming Kate Gallego at opening presentation.
 - (1) Ochs attempting to schedule meeting with Kate Gallego office.
 - (2) Update on number of students AZ AIHA has sponsored for AIHce – Christina
 - Dee and Michael have been invited to be part of the opening ceremonies.
- AZ Health and Safety Summit -Nov 1 at the Double Tree in Tempe
 - Donations going to Kids Chance of AZ
 - Updated from AIHA safety summit planning committee.
 - Any new ideas for speakers for Safety Summit?
 - (1) Any new submissions?
 - (2) Maybe reach out to previous AIHA local section presenters?
 - (a) Safety for NonProfits -Sharon and Cary
 - (b) IH in Healthcare- Dee?
 - Sending reminders to our list serve via Constant Contact.
 - Speakers are agreed upon AIHA and ASSP
 - Call for Sponsors to be added to the AIHA webpage
- 2024 Elections- no update from last month. Cary to work with Thursa to post ballots

Meeting Close at 12:53 pm

7) **To do list:**

Month	Task	Person(s) Assigned
January	BoD meeting	President



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	Holiday Party	Program Committee / President-Elect
	Planning for Tucson ½ day PDC and University Student Career Panel	President/Director
	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 (moved to November)	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
	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



Arizona
LOCAL SECTION

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	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
	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