

Rocky Mountain Chapter Certified Hazardous Material Managers

Board Meeting Agenda
March 20, 6:00 PM
Rock Bottom Brewery, Denver, CO

- Call Meeting to Order – called at 6:22pm
- Roll Call – Doug Schlagel, Paul Sadowski, Larry Reichert, Cheryl Saylor, Shannon Alvis and Kurt Streeb
- Approval of Meeting Minutes – Board Meeting held February 4, 2006, motion by Doug Schlagel, seconded by Kurt Street, all approved.
- Treasurer's Report- presented by Cheryl Saylor. Bank account transferred from Jim Dawson to Cheryl Saylor. Annual statement to Sec. of State due. Chapter currently will have a profit based on proposed budget, need to spend our money. 2006 Operating Budget approved with net of \$450. Motion by Paul Sadowski, seconded by Kurt Streeb, all approved.
- Committee Reports – (See Old Business and To Do List)
 - Chapter Development – Jenkins, not present.
 - Education and Training – Braun, not present.
 - Government Affairs / Title Protection – Gurdikian, not present
 - Public Relations and Marketing – Streeb
 - Webmaster – Riner, not present
- Old Business
 - Set two manageable goals per committee for the year
 - Chapter Development – Jenkins
 - Contact other environmental organizations and get the schedule of events
 - Post this schedule in the newsletter and website
 - Education and Training – Braun
 - Help organize ACHMM review course and IHMM exam
 - Help organize AAI training course and 8-hour refresher
 - Ask members if there is an interest in presenting a talk to our group before giving it someplace else for feedback.
 - Government Affairs / Title Protection – Gurdikian/Doug Schlagel
 - Work with National
 - Provide links to websites that explain changes in regulations...Lead paint, SPCC, Asbestos, AAI
 - Public Relations and Marketing – Streeb

- Brochure – to be completed by next general meeting. Look at ACHMM and other chapter’s brochures
 - Benefits to being a CHMM 1) receive job announcements, 2) Reduced price for training; 3) Ask questions for specific areas of expertise; 4) Learn/gain knowledge through a variety of speakers; 5) Network with colleagues.
 - Newsletter – Schlagel to put together – Try to send out between meetings. First newsletter to be sent out by next Friday. Doug should have plenty of material.
 - Ask general membership if they have anything to add to the letter.
 - Need Logo Contest approved by board, motion by Cheryl Saylor. Winner to be voted on by board at next meeting. Winner to get \$25 mall certificate
 - Business cards – need logo first
 - Contact News Organizations – no action.
 - Check with Tom Wood regarding Douglas County Hazmat contacts. Pueblo appliance handling on May 13, ask for volunteers.
- Webmaster – Riner
 - Update with ideas discussed at meeting.
 - Post websites as discussed and calendar of activities
 - Post links to job openings
 - Post links to other environmental organizations
- New Business
 - National by-laws definition – Alvis – change quorum language in by-laws to define quorum as “a majority of members present”, present change at next general meeting for vote to approve.
 - Bank Account – Alvis/Saylor/Sadowski
 - Review Course/Exam – Alvis - market course to other organizations
 - Order books (ACHMM), schedule CHMMs to teach a module (RMC-CHMM), set up exam proctor (IHMM)
 - CHMM booth at Career Corner at Colorado Safety Association Conference – Alvis April 25 & 26, 2006. Need volunteers to staff booth. Get banner from ACHMM, have chapter membership forms, brochures, review course information, Orlando conference info.
 - Next General Meeting – Hard Rock Café on April 26, 2006. Jane Nakad will be discussing SPCC updates
 - Next Board Meeting – set date and location – to be held at 5pm, prior to general meeting on April 26. Larry Reichert to bring projector.
- Adjourn Meeting – 7:30pm

▪ **2006 TO DO LIST (Items for Board/Committees to do)**

Everyone

1. Send Joe Jenkins contacts for other environmental organizations
2. Send Steve Riner website links for changes to regulations
3. Consider nominating other RMC-CHMM members for awards

Joe/Steve

1. Check out Rock Bottom in Colorado Springs area for upcoming meeting

President

1. Contact National for By-Laws – to define a quorum
2. Contact National to determine who is Liaison
3. Call Jane Nakad at EPA Region 8 to see if there is interest in presenting at another meeting in late April/Early May.

Vice-President

1. I couldn't come up with much for now, but I will be in touch with you to help organize speakers for future meetings.

Treasurer

1. Prepare and present the 2006 budget

Secretary

1. Prepare meeting minutes following each meeting within 1 month of meeting for approval and sending out with next meeting announcement

Chapter Development

1. Contact other environmental organizations to obtain a calendar of events
2. Contact National for list of current Colorado CHMMs.
 - a. Provide to Shannon for emails

Education and Training

1. Get list of potential dates for review course
2. Begin making preparations for hosting review course

Government Affairs / Title Protection

1. Begin creating a list of websites of changing regulations for posting to RMC-CHMM website
2. Stay in touch with National for other areas to increase CHMM awareness at Regulatory level

Public Relations/Marketing

1. Begin preparing Brochure – reference ACHMM and IHMM websites
2. Continue making the Newsletter – Schlagel
3. Hold contest for Logo
4. Make business cards

5. Contact News Organizations

Webmaster

1. Update webpage with Calendar of Events
2. Update webpage with links to websites that explain changing regulations
3. Update website with links to job openings