

Old Dominion Chapter
Academy of Certified Hazardous Materials Managers (ACHMM)

Minutes

September 20, 2007

1. The Old Dominion Chapter conducted its third quarterly meeting of 2007 on September 20, 2007 at 7:00 PM at the Virginia Department of Transportation (VDOT) residency on Ironbound Rd in Williamsburg, Virginia.
2. The following individuals attended the meeting(s):

Mike Gordon
Lindsay Tycer
Gene Kostinas
Andy Winch
Donna Watkins
3. Mike Gordon officially opened the meeting at 7:05 PM and welcomed all in attendance and initiated introductions of those present.
4. Minutes from the previous chapter meeting as well as the board meeting held during the National Conference were not distributed at the meeting. Mike Gordon asked if anyone had any comments on the minutes. Given no comments, Mike Gordon called for a vote on acceptance of the minutes, and all attendees were in favor of accepting the minutes.
5. With no treasurer present, Mike Gordon gave the Treasurer's Report. He said that he has not heard from either our past treasurer or the new treasurer. As far as he knew, no turn-over had been performed.
6. No government affairs report was given.
7. Mike Gordon reported that the chapter Board of Directors met during the national conference and came up with several agenda items:
 - a. The ACHMM has revised its bylaws, so the Chapter needs to take a look at it's bylaws and make sure that they are consistent with the ACHMM bylaws. Lindsay Tycer said that he would compare the bylaws, but did not have a copy of the Chapter's bylaws. Gene Kostinas said that he would contact Tim Chritensen to find out if he had a copy of the Chapter bylaws.

b. The Virginia State Incorporation for the Chapter has expired. Mike Gordon said that he would get in contact with the State Corporation Commission and renew the incorporation for the Chapter.

c. Lindsay Tycer will contact Dr, Fox to see if Virginia Commonwealth University (VCU) will be teaching a National Overview Course this year.

d. Mike Gordon said that the Chapter should be getting a check from the National Chapter for the assistance that was provided to them for the National Conference.

e. Mike Gordon discussed the National Conference, booths and vendors. The ACHMM National Conference for 2008 will be held in Minneapolis, MN and for 2009 will be held in San Diego, CA.

8. Mike Gordon introduced the following new business topics:

a. The Chapter had discussed the option of making the past president a member of the board for the following year. All members present supported the concept, and it will be added to the bylaws when they are reviewed. The group also discussed that the Vice President from the previous year is expected to serve as President the following year.

b. Nominations for officers for 2008 were taken. The proposed slate for 2008 is:

President – Lindsay Tycer
Vice President – Tony Banks
Secretary – Gene Kostinas
Treasurer – Chad Neimeyer and Andy Winch
Board Member - Chad Neimeyer and Andy Winch

c. The Chapter's annual report is due to National by January. Mike Gordon said he would take care of getting the report submitted.

d. A new letter seeking permission to teach the National Overview course (Fundamentals of Hazardous Materials Management) need to be submitted to National. The letter will be good for three years. The fee paid to national for the course will be going up, so by sending the letter in before the end of the year, the Chapter can avoid paying the higher fee. Mike Gordon said he would submit the new letter.

e. The group discussed meeting locations. Several different recommendations were given. Currently, one meeting per year is held in the Richmond area and three meetings per year are held in the Williamsburg area (the Chesapeake area meeting was moved to Williamsburg due to lack of participation at past Chesapeake meetings. Some recommended solutions were:

1. Hold two meetings per year in the Richmond Area and two meetings per year in the Williamsburg Area.
2. Split the chapter into two subgroups that would meet separately.
3. Keep the meeting schedule as is, but add teleconferencing capability to the meeting.

f. Mike Gordon suggested that the Chapter consider raising its dues to \$25 per year. The Chapter currently has the lowest dues of any local ACHMM chapter. Donna Watkins made the point that the Chapter dues plus the national dues added up to \$100, which was a nice round figure for anyone paying for both at one time. Mike Gordon speculated that the national dues would probably be going up soon due to the increased expense of hiring a national director and the anticipated expense of hiring an assistant for the director.

g. Andy Winch informed the group that the Virginia Hazardous Materials Responders meeting will be held in the Virginia Beach conference center in October.

h. Mike Gordon said that national was going to initiate a membership drive call 10 by 10 with a goal of having 10,000 paid members by the year 2010. There are currently about 4,700 paid members. There will be incentives for recruiters.

9. The scheduled presenter never arrived, so there was no meeting presentation.

10. The next meeting will be held in the Williamsburg area on November 15th. Gene Kostinas will send out e-mail reminders for the meeting. Members are encouraged to invite a friend to attend the meeting. Food will be provided, and Andy Winch will try to get a speaker for VDOT to give a presentation on “Green Buildings” since the newest VDOT rest area is a “Green Building”. The Chapter will also look into the possibility of using a conference call, teleconference, or web conference for the next meeting.

11. The meeting was adjourned.

Michael Gordon, President, Old Dominion Chapter