

# ASSP Augusta Chapter MAY MEETING MINUTES

## I. MEETING DETAILS

Meeting Leader: Sonya Patton, President  
Secretary: Keenan Monaghan

Date: May 15, 2024  
Time: 5:30 PM

Location: UGA-SREL Conference Center  
Street Address: 3280 Williston Rd  
City: Aiken State: SC Zip: 29803

## II. ATTENDEES.

Quorum **confirmed** with the following four (3) board members in attendance:

- Sonya Patton, President
- Keenan Monaghan, Secretary
- Angela Ray, Treasurer

All attendees (members and non-members) are listed on the ASSP Augusta Chapter Attendance sheet attached.

## III. ABSENCES.

- Jim Poage, Vice President

## IV. CALL TO ORDER.

**Meeting called to order by President Sonya Patterson – 5:30 PM**

Agenda:

1. Dinner was sponsored by Formetco and provided by Pot Smokers BBQ. Sign-in of all attendees at this time.
2. Distribution of Chapter Information (meeting handout) – Keenan Monaghan
3. A short welcome and update of Chapter happenings by Chapter President Sonya started the meeting at approximately 5:30 PM.
4. The 45 minute encompassed a presentation and discussion focusing on OSHA compliance and NFPA 70E requirements of clear working space around equipment. The meeting concluded with attendee suggestions for future meeting topics.

## V. OLD BUSINESS.

1. Ethics Part 2 meeting was successful with 8 attendees.
2. April meeting minutes were emailed to committee members for approval.



3. Topics, dates and locations have been set for virtual summer meetings (June, July and August).

## VI. NEW BUSINESS.

1. Tools provided to the Chapter in the web hosting agreement were reviewed in a virtual meeting with Angela Ray, Keenan Monaghan and Mark Huelskamp. These include Google drive, Canva, Crowdsignal and YouTube.

**Action: Google drive has been populated with all previous meetings information. All Board members have access. – Secretary Keenan Monaghan**

## VII. PRESENTATIONS

### Clear Electrical Working Space (CEWS)

Presented by Sonya Patton, CSP

## VIII. DISCUSSIONS AND OTHER ITEMS.

1. Future surveys will be sent to all attendees (members and non-members) to collect feedback from previous meetings and suggestions for future meeting topics.
2. Upcoming meetings planned:
  - Wednesday, June 19, 2024  
Topic: Regional Operating Committee (ROC) Overview and Updates plus additional discussion and exercise on Communication – *Angela Ray*  
12:00PM Virtual 1-hr: meeting invite to be sent
  - Thursday, July 18, 2024  
Topic: Fall Protection – *Jim Poage*  
12:00PM Virtual 1-hr: meeting invite to be sent
  - Thursday, August 22, 2024  
Topic and Speaker - *TBA*  
12:00PM Virtual 1-hr: meeting invite to be sent

## IX. ADJOURNMENT.

**Meeting adjourned by all members – 6:23 PM**

**Meeting minutes sent for approval to all board members – Keenan Monaghan – 5/24/2024  
12:00 PM**

Submitted by: 

Print Name: Keenan Monaghan

Approved by: \_\_\_\_\_

Print Name:

Approved by: \_\_\_\_\_

Print Name:

Approved by: \_\_\_\_\_

Print Name:

