

ASSP Augusta Chapter FALL 2024 (September, October, November) MEETING MINUTES

I. MEETING DETAILS

Meeting Leader: Sonya Patton, President
Location: Virtual and In-Person

II. ATTENDEES

Quorum confirmed with the following board members in attendance:

September 19, 2024:

- Sonya Patton, President
- Jim Poage, Vice President
- Keenan Monaghan, Secretary
- Angela Ray, Treasurer

October 10, 2024:

- Canceled due to Hurricane Helene

November 6, 2024:

- Sonya Patton, President
- Jim Poage, Vice President
- Keenan Monaghan, Secretary
- Angela Ray, Treasurer

All attendees (members and non-members) joined the October meeting in person at SREL and the November meeting by Microsoft Teams via the link attached to the monthly meeting invite.

III. ABSENCES

- September 19, 2024 – no notable absences
- November 6, 2024 – no notable absences

IV. CALL TO ORDER

September 19, 2024 In-Person meeting called to order by President Sonya Patton – 6:00 PM

Agenda:

1. The hour presentation given by Sean Poppy, Facility Coordinator, UGA-SREL Conference Center, hosted a presentation and discussion on Wildlife Safety with the emphasis on local wildlife. Live species were displayed with audience participation and questions. *There were 4 participants.*

October 10, 2024 In-Person meeting was canceled due to Hurricane Helene.



November 6, 2024 Virtual meeting called to order by President Sonya Patton – 12:00 PM

Agenda:

1. The 45-minute meeting given by Treasurer Angela Ray enlightened attendees with a presentation and discussion focusing on 3 Common OSH challenges and technologies available to help overcome these challenges. *There were 12 participants.*
2. The Chapter Officers discussed hosting a Board Meeting in December to close out the year.

Action: Board meeting will be scheduled for December 2024. Topics will include COMT requirements for 2025, webpage development and future topics for 2025 meetings.

V. OLD BUSINESS

1. Summer meeting minutes were emailed to committee members for approval.
2. President Sonya Patton will attend the 2024 Fall ROC.
3. Vice President Jim Poage attended NSC 2024.

VI. NEW BUSINESS

1. The chapter operations management tool (COMT) report, due June 30, 2024, was not submitted by the Augusta Chapter due to unfamiliarity with the requirement. The COMT questions and SOG requirements supports our planning and tracking throughout the chapter year and serves as the required annual report to Society per our bylaws. This is how chapters are recognized for their achievements in providing value to their members. Once the COMT closes, we don't get a chance to report.

Action: when COMT opens for 2025, Chapter board members will get together to review and submit.

Action: Officers to discuss future donations by Augusta Chapter to ASSP scholarships.

2. December Board meeting: Board members to discuss the Augusta Chapter website. Would like to create a list of what we'd like to update and have Mark do this for us.
3. Vice President Jim Poage attended NSC 2024 and put in requests to multiple companies for live speakers and virtual speakers. Board will discuss these options for 2025. There are some costs involved.

VII. PRESENTATIONS

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 dates confirmed or suggested:


- January 16, 2025 (in-person) UGA-SREL *details below*
- Feb and Mar 2025 (in-person) *TBD*
- April 2025 (virtual due to Masters week)
- May 2025 (in-person) *TBD*
- Jun, Jul, and Aug 2025 (virtual)

Time: 5:30 PM
Location: UGA-SREL Conference Center
Street Address: 3280 Williston Rd
City: Aiken State: SC Zip: 29803

IX. ADJOURNMENT

All virtual meetings adjourned by all members – no later than 1:00 PM (virtual) and 7:00 PM (in person)

Meeting minutes sent for approval to all board members – Keenan Monaghan – 11/11/2024 2:00 PM

Submitted by:  Print Name: Keenan Monaghan

Approved by:  Print Name: Angela Bay

Approved by:  Print Name: Sonya Patton

Approved by:  Print Name: Jim Poage

