



Queen City ACHMM Chapter Meeting Minutes

Date: September 13, 2005

Time: 6:00 p.m.

Location: HEPACO Inc., Charlotte, NC

Members In Attendance

See attachment 1 for attendance.

Welcome and Call To Order

Jim Reece opened the meeting and welcomed everyone. The meeting was called to order at 6pm.

Presentation: Ron Horton, Andy Jackson

Andy Jackson gave a presentation about an emergency response to a large hazardous waste incinerator incident in Arkansas. The warehouse where this incident occurred was over 30,000 square feet. There were 1200 chemicals involved and 800 drums of magnesium hazardous waste. The cause of this incident was improperly manifested waste. This response was the most complex hazmat response HEPACO has ever experienced. They had to continually deal with changing conditions, chemical reactions, changing chemical compounds, fires and explosions.

Topic: Reading and Approval of Minutes from Last Meeting

Susan Bostian read minutes from the 5/24/05 meeting. There were no comments, changes or additions.

Topic: Financial Update (Margot Rott)

The current balance in the chapter checking account is \$1178.00

Membership Project

From our membership project earlier this year, we have one new paid member (Scott Adams of Possehl Connector Services in Rock Hill). We also had 5 additional people express interest in joining the chapter. We have added those to our newsletter distribution list so they can keep informed. Hopefully they will become members in 2006. We currently have 34 people who receive our newsletter and we have 22 paid members. 5 people have shown an interest in the chapter via e-mail.

Web Site Submission For National ACHMM Award

The Queen City ACHMM web site was submitted on April 10, 2005 to be nominated for the Web Site award. This award will be presented at the National ACHMM Conference in 2 weeks. We have a good chance of winning this award.

Continue development of a "Chapter Officer Survival Guide"

Jim will take this project and have something for the 2006 board.

Amend Chapter By-Laws

Jim will take this project and develop a draft. The board will review the draft, and then the National ACHMM will also review. Then it will be put to the chapter for review and vote. A notice of the proposed amendment(s) shall be transmitted to all members, in writing, at least 21 days prior to the meeting at which voting will take place. There will be plenty of time for discussion at the meeting.

Officers / Committee Reports and Actions

None

Topic: Election Plan

Jim covered the election plan, based on our by-laws, with chapter members.

- Open 2006 board positions are Vice-President (will automatically be President in 2007), Treasurer and one Director.
- To serve on the board, you must be,
 1. A Certified member
 2. In good standing with the Queen City Chapter
 3. In good standing with the National ACHMM
- After all nominations are received, an election ballot will be developed.
- The ballot and a bio for each nominee will be emailed chapter members in good standing around October 1.
- Ballots will specify the deadline (October 24) for the return of completed ballots.
- Ballots must include your name and be signed.
- Ballots must be returned to the Immediate Past President (John Williamson) and may be mailed or faxed. Address and fax number will be included on the ballot.

- Officers and directors will be elected by a majority of the votes cast by those members who return completed ballots by the deadline stipulated.
- In the event that no candidate receives a majority of the votes cast on the first ballot, a runoff election shall be held between the two candidates receiving the greatest number of votes.
- Until such time as elections are completed, the officers shall hold their posts.

Topic: 2006 Officer Nominations

At the 8/16 board meeting, a slate of potential officers were selected to be nominated for the open 2006 board positions. This slate was presented to the chapter membership for nomination. The floor was also opened to take nominations from the membership at large. The following is a list of all those who were nominated and will be included on the election form.

Vice President

Stuart Kerkhoff

Treasurer

Christina Field

Director

Dewitt Whitten

Topic: National ACHMM Conference

Jim reminded everyone about the National ACHMM conference coming up in 2 weeks and handed out brochures to all who did not already have one. He mentioned that Annie Richardson (current Vice President) will represent our chapter as the delegate. There are at least 5 chapter members planning to attend the conference.

Topic: Open Forum (Any questions or comments from the group)

No questions or comments were received.

Topic: Announcement Of Next Meeting

The next chapter meeting will be on Tuesday, November 8 at 6pm. At that meeting we will announce the 2006 officers and give you an opportunity to make improvement suggestions for next year. We will also be presenting awards to those who have served on the board and in leadership positions during 2005.

Action Items: (To be added to master action register)

Responsible Person	Description	Due Date

Adjournment

The meeting adjourned at 8:00 p.m.