

California Industrial Hygiene Council
CIHC Board Meeting
 December 4, 2024 – In-Person and Zoom
 (5:00 pm – 6:30 pm)

ATTENDEES

Pamela Murcell, President/Sacramento Valley	Megan Canright, VP/San Diego	
Sam Celly/Orange County Joel Berman/Orange County (Alternate) Howard Spielman/Orange County (virtual)	Cathy Barankin/Sacramento Advocacy (virtual)	
Laurel Davis/Northern CA Patty Beach/Northern CA Diana Peroni/Northern CA (Alternate)	Christine Constantino/Southern CA (virtual) Michelle Rosales/Southern CA	
ABSENT: Roxanne Fynboh/Sacramento Valley (Alternate), Ed Klinenberg/Sacramento Valley, Gloria Chan, Treasurer/San Diego		
ITEM	ACTIVITY / DISCUSSION	ACTION ITEM MEMBER ASSIGNED
1. Call to Order and Welcome (Pam)	Call to order: Pam called the meeting to order at 5:11pm. Quorum present by in-person and virtual. Thank you to the CIHC Board for assistance with execution of PDS	None.
2. Minutes Approval (Pam)	Nov 7 th minutes and action items status reviewed. Megan motion to approve, Laurel second. All in favor.	<u>Pam</u> to post Nov minutes on website.
3. Treasurer Report (Gloria)	Gloria absent, but sent PDS financial overview via email for review: <ul style="list-style-type: none"> • PDS profit ~\$35K • Food being supplied by Il Fornai, vs. hotel, may have helped increase profit CapitolTrack contract renewal for 2025 <ul style="list-style-type: none"> • \$1,164 for 2 logins and 50 bills • Joel motion to approve, Laurel second, all in favor 	<u>Gloria</u> will run PDS financial report for January meeting. <u>Gloria</u> to confirm contract renewed.
4. 2024 PDS Feedback (All)	Goal to issue PDS Certificates by Dec. 20 Plan for tallying PDS feedback/evals <ul style="list-style-type: none"> • Christine and Laurel will work together to collate evaluation data and generate report • January target deadline for review in next Board meeting PDS Feedback to Date: <ul style="list-style-type: none"> • Vendor space setup was not as promised/diagramed (18 tables on the map, but not enough space for 18 tables, side room did not have foot traffic at first) • Vendors have been understanding but unhappy with setup • Concern regarding retention of our vendor sponsors; some have been with us many years 	<u>Gloria</u> will issue certs by Dec. 20 <u>Christine</u> and <u>Laurel</u> will work together to collate evaluation data and generate report

	<ul style="list-style-type: none"> • Online format is not ideal for vendor sponsorship as they miss foot traffic • Online format has presented challenges, doesn't seem to go smoothly, always issues; A/V setup is complicated and much more expensive when format is hybrid • Great feedback so far on presentations from Tues PM session (Lawson, Johnson, Vannice), and Weds AM (Mulhausen), and keynote (Ficklen) • 60-70 in person attendees, 50 online • Generally positive feedback on location; Christmas fair/setup across the street was a bonus 	
5. Review Consultant Agreement (All)	<p>KWA Safety & HazMat Consultants Proposal</p> <ul style="list-style-type: none"> • Pam recused • Board reviewed proposal and recent revisions • Reviewed right of Board and KWA to negotiate proposal amount if duties change (reduce or increase) • Patty motion to approve, Sam second, All in favor • Need to draw up a contract • Pam returned and notified of Board approval 	<p><u>Pam</u> will provide a draft contract with KWA Safety as the client and Pam as the consultant</p>
6. Review CIHC Bylaws (All)	<p>Revised Bylaws</p> <ul style="list-style-type: none"> • Revised bylaws and operating procedures sent to Board by email for review • Board reviewed and discussed bylaws revisions; made edits as needed • Megan motion to approve, Sam second, All in favor • Operating procedures will be revised to incorporate bylaws revisions and other edits as needed 	<p><u>Pam</u> will finalize bylaws and post to CIHC website</p> <p><u>Pam</u> will edit Operating Procedures and circulate to Board</p>
7. 2025 PDS Planning (All)	<p>Possible Dates</p> <ul style="list-style-type: none"> • Dec 2-4 (Tue-Thu) – second choice • Dec 3-5 (Wed-Fri) • Dec 8-10 (Mon-Weds) • Dec 9-11 (Tues-Thu) – first choice <p>Possible Locations</p> <ul style="list-style-type: none"> • SoCal (Long Beach, San Diego, Palm Springs/Desert) 	<p>Gloria will explore dates and locations and report at Jan Bd meeting</p> <p><u>Board</u> will discuss further in January meeting</p>
8. 2025 Succession Plan (All)	<p>Board discussed Succession Plan</p> <ul style="list-style-type: none"> • Young Worker Rep (Patty) • Secretary (Diana, Michelle will train/assist) • Vice President (still open) 	<p><u>Non-Exec Board Members</u> will come to January meeting with VP nomination</p>
9. Next Meeting and Adjourn (Megan)	<p>Next meeting:</p> <ul style="list-style-type: none"> • January 27 12:30p-2:00p (Zoom) <p>In-Person meeting in March 2025 (Sacramento), date TBD</p> <p>Meeting adjourned at 6:20pm</p>	<p><u>Megan</u> will send out a calendar invite, agenda, and minutes</p>