##

## New Mexico Chapter – Albuquerque, New Mexico

**Executive Board Committee Meeting Minutes**

## February 2, 2021

## 5:00 PM-6:00 PM

## Location: Teleconference- (605) 313-4100 Access code: 392237

**Attendance:**

|  |  |  |  |
| --- | --- | --- | --- |
| **President –** Marc Evans | TC | **Quorum Present?** | Yes |
| **President Elect –** Bill White | TC | **Membership-** Jessica Bolduc | TC |
| **Vice President –** Tim Riley | TC | **Foundation-**  | NP |
| **Treasurer/Delegate –** Mario Hildago | TC | **Los Alamos Section –** Gary Whitney | NP |
| **Secretary –** Gary Wright | TC | **Pecos Valley Section -** | NP |
| **Delegate** – Chuck Atwood | NP | **Zia Section –** Juanita Miller | NP |
| **Delegate** – Kelsey Forde | TC | **Newsletter Editor –** Andrea Heacock-Reyes | TC |

AL = At Location TC = Teleconferenced NP = Not Present

Note: All motions should include exact wording and names of those who move and second.

Meeting called to order at 1707 by Marc Evans.

|  |  |  |
| --- | --- | --- |
| Topic 1 | **Meeting Minutes** | Marc E. |
|  | * Read and Approved
 |  |
| Topic 2 | **Sections** | Marc E. |
|  | * Gary Whitney asked Marc E. to find another contact for the LA section
 |  |
| Topic 3 | Technical Meeting | Tim R. |
|  | * January’s meeting went well, and Jay is interested in presenting at the PDC
* February Tech Meeting- Pat Esick from Cintas
* March- Tim to find a Speaker

Kelsey to send ZOOM meeting link | . |
| Topic 4 | Newsletter | Andrea H-R |
|  | * Andrea issued a save the date for the PDC in the Newsletter
* Waiting on one article before publishing
 |  |
| Topic 5 | Spring PDC | Bill W. |
|  | * Week of April 12, 2021; 4, ½ days
* DJ Heckes could not make this meeting
	+ She needs to know number of attendees, vendors, and sponsors
	+ Logos from each Vendor
* Exhibit! Requires 50% payment to begin work and the balance on first day of PDC
	+ Kelsey to work with Mario because they only have a credit card
* Use info from 2019 PDC for speaker/vendor numbers to work with Exhibit! plan for 75-90 attendees
* Marc to work on getting speakers from SNL
* Kelsey- ASSP national needs 3-4 weeks to work thru to award the CEUs
* Perhaps reach out to Carol Walker and Bob Dunnington to package the CEU submission (Gary W. contacted Carol W.) to get abstracts/ bios/ author info
* We will send a blast out each week until then to raise awareness and excitement
* Templates are in the file from last year and before
* Bill to ask for sponsors on LinkedIn
* We will offer sponsors/exhibitors to add a link to their online stores
* NMOSHA/BCSP/NMASSP to share a “booth”
* Have NMASSP intro and introduce keynote speakers before the presentations begin
* Kelsey has an idea for keynote speaker from the nuclear world, SNL nuclear Jeff Brewer
* Bill to have meeting with DJ, Bill, Tim, Kelsey and Gary to go over expectations before tech meeting at 1100
* Marc suggests PDC Check-in in 2 weeks 16 or 19 Feb Tuesday 16th at 1700
 |  |
| **Topic 6** | **Roundtable** | Everyone |
|  | * Mario reported that the NMASSP received up to $300 in Road Runner Food Bank donations- NMASSP to match that amount to present to RRFB
* Kelsey to pay the deposit with Mario’s agreement
 |  |
|  |  |  |

Meeting adjourned at 1758.

Next Executive Committee Meeting: 02/02/2021@ 1700- Teleconference

Minutes respectfully submitted by Gary A. Wright, Chapter Secretary, March 2, 2021.