

- There were six attendees (Eric Botnick, Yaisa Henderson, Wayne Lacombe, Silton Matt, Joe Tudor and Ron Williams)
- Silton reviewed the Key Performance Indicators (KPI's). Since the last board meeting, we were able to complete 1) the roster update and 2) publish meeting minutes of the national website.
- Eric reviewed one discussion item in the DSS Section Bylaws
  - Noted that changes for the new section scholarship are not in current DSS section bylaws.
  - Eric and Wayne both made comment that *Chapter 2, section 1-A-6 "Begin planning IH Review Course"* should be in guideline form—not in bylaws.
  - Eric motioned for the entire *Chapter 2, section 1 "Dates to Be Met in Local Section Operation"* to be in guideline form, (He will get items ready for ballot)
  - Decided to review the other discussion items of the DSS Section Bylaws at the next board meeting
- Eric will purchase ACGIH—TLV in May 2005.
- Silton reviewed the status of meeting attendance, and commented on how excited the board was to have ten students attend the last meeting. He also discussed answers received from the membership survey emailed two weeks before. Members chose a variety of presentations wanted, such as heat stress and ergonomics, and wanted to have at least one lunchtime meeting.
  - Discussed the upcoming "Heat Stress" presentation, and agreed that there will be more educational value in a physician giving the presentation instead of a vendor.
  - Decided to have two lunchtime meetings, which will achieve diversity in attending members, and satisfying member requests for a lunchtime meeting.
- Ron discussed the status of the telewebs. Also, he asked how we could better advertise DSS events to local ASSE chapters and/ or other organizations.
  - Eric stated that DSS could afford to host the telewebs, and that there have not been any member complaints.
  - Yaisa will contact New Orleans Chapter ASSE member(s) and ask to distribute May 11, 2005 teleweb announcement; Wayne will contact Baton

Rouge Chapter ASSE member(s) and ask to distribute May 11, 2005 teleweb announcement.

- Yaisa mentioned that no Tulane email accounts have received the last several messages sent to the membership, due to newly installed firewall protection. And, that there were more members who updated their info than who paid dues.
  - As a solution, Eric mentioned that we could post information on the national site; and, she could then only email the links to that information (eliminating attachments should avoid firewall protection on some accounts).
  - Yaisa will email members who have updated their contact info and ask them to pay dues.
  
- Eric asked if we should post all DSS roster info on national website or give to just paid members?
  - The board agreed that we would post member names and company names only on national AIHA site.
  - We will post a complete roster on the secured site, which we will access when needing to view the ACGIH—TLV information.
  
- Discussed whether to have a CIH exam review course. Items to consider include are 1) who will teach the course, 2) what DSS would charge, 3) whether the class should be more of a study group, and 4) who may volunteer his/ her time to teach.
  - Joe wanted to know if ABET could provide information on LA exam-takers.
  - Would members like a study group vs. having a teacher? The board agreed that study groups, with legitimate test questions, would be effective in preparing exam candidates. DSS members who are CIH's can earn CM points by writing practice test questions for the study group(s).
  - Mentioned OHST certification (We could all probably teach?)
  
- Joe reviewed his plan to recruit professional members. And, he mentioned that a variety of recruitment methods would be most effective (phone calls, emails and postcards). He gave a handout "*Professional Member Recruitment Strategy—2005.*"
  - Yaisa will email National AIHA member roster to Joe
  
- Wayne mentioned that we may want to call the DSS scholarship an academic grant or award, so as not to interfere with students' current school- sponsored

scholarships. He asked if DSS would rather donate monies to the scholarship foundation or control the scholarship process on a local level. Wayne proposed that the DSS president pick three new scholarship committee members for the new scholarship and four new members for the Venable scholarship (two board members, and two non- board members).

- The board agreed that we wanted to control the award of scholarships on the local level.
  - We should award new scholarship (or award) to undergraduate students.
  - Voted that no more than \$500 be awarded at any one time.
  - We agreed that there could be overlap in the committees.
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- As far as paying for student meals at meetings, the board agreed to charge \$10 per student, and cover the remaining expenses.
  - Eric: Congratulated Andry for choosing achievable KPI's.
  - Item for Alan: The board discussed the limit on the DSS bank account to maintain non- profit status. We need to confirm if we are still within that dollar amount.