

AIHA-UMS Meeting Minutes

Date: August 24, 2006, 2:30 to 4:00 p.m.

Place: Barr Engineering

Board Member Attendees: Bill Heim, Bill Conger, Karen Stoller, Tom Hawkinson, Janet Keyes, Andrea Fell-Moody, Leslie Henckel

Board Member Absent: Norman Norbert, Scott Johns

1. Minutes from July 27 Board Meeting were approved.
2. Questions arose regarding who is included in Executive Committee. Determined that Executive Committee is made up of all of the officers.
3. Website updates have been made (Stoller).
4. Send copy of September meeting announcement to Lisa Brosseau with meeting description since meeting will be on campus (Henckel).
5. PDC Planning:

Pandemic: Planning & equipment

OSHA, CDC, MDH, Local company w/ established plan (e.g. 3M, Medtronic, General Mills), infrastructure providers (e.g. Xcel Energy, Communications: Qwest / Comcast), hospitals, respiratory protection, prepare individuals & their families

Panel discussion at end of morning and afternoon. (Public health/public utilities, companies)

Homeland Security: Business continuity / preparedness, disaster recovery

Board members will contact potential speakers for 20-30 minute presentations (up to an hour on request)

Board members will also be contacting vendors. Suggestions:

- ◆ Shorten vendor presentations to five minutes and have more vendors (six) speak.
 - ◆ Charge higher price for vendors that give presentation, slots available on first come, first serve basis.
6. Send out monthly announcement around September 7 with upcoming events/info:
 - ◆ September & October Meetings, PDC, Respiratory Protection Teleweb
 - ◆ AIHA liaison to recruit students into IH field. Request that anyone interested contact Bill Heim. Idea: Have five minute presentation & vendor table at PDC on topic.

7. Upcoming Meetings / Events

Teleweb on Respiratory Protection (9/27 & 10/18). Contact David Wolff re holding at one of the libraries (Heim).

Try to keep meetings at Town & Country for consistency.
Bill will contact other organizations re having Team Approach in March so that we can have business meeting in April as specified in Bylaws.

January—Joint meeting with ASSE (Tom will contact ASSE)

February—need topic

March—Team Approach

April—need topic

Will continue to discuss meeting topics at next meeting.

Next AIHA-UMS Board Meeting

September 21 @10 a.m. before lunch meeting at meeting location