



NYPenn Chapter of ACHMM

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**Minutes from the March 11, 2008
Meeting**

**Recorded by Julie Harrington, Secretary
Aiello's Ristorante, Whitney Point, NY**

Attendees: Jerry Gordon, Bryan Seal, John Ruspantini, Amy Twiss, Julie Harrington, Kim Stamberger, Caroline Masia, Tracy Blazicek, Rick Kumpon, Bill Perkins

Minutes:

1. Read and Adopted minutes from 2/20/08

2. Insurance:

- a. AON Applications submitted – still waiting to hear back.
- b. Applications for both D&O and General Liability submitted

3. 2008 Scholarship Program:

- a. Tracy working with BCC



BCC_scholarship_letter[1].pdf

- b. Amy working with Cortland.
- c. BCC has a waste management program coming soon. Chapter designated Rick Kumpon as the Chapter liaison for the waste management program. Tracy to forward Rick's name and contact info to BCC.
- d. Rick Kumpon motion, second:
 1. One \$1000 scholarship at BCC
 2. One \$1000 scholarship at SUNY Cortland – pending Amy's further investigation
- e. Criteria for BCC Scholarship Award: combination of financial need based on faculty judgement plus merit based with a minimum GPA of 3.0 and true interest. Field: Environmental, Grade: Either year.
- f. Tracy and John R. to amend the write-up for BCC and Cortland

4. Joint meeting with CNY AIHA:

- a. Date: May 7, 2008, tentative start time: 5:30 pm, location: Community Restaurant, Cortland, can be considered a meeting
- b. Speakers lined up: Ken Waldby: Incident Command System, Dr. Doestchman – Absorbent Product

5. 2008 Review Course:

- a. Bill Perkins, Chairman of 2008 Review Course Committee, contacted Rick Cartright. Rich is willing to present the course again this year, utilizing the Academy course. Rich will charge \$1500 plus \$100/pupil = \$2500 minimum. He will take care of the books. Rich would like to extend the course to 3 full days this year, preferably Monday – Wednesday.
- b. National has increased the cost per pupil from \$30 to \$70 for printed materials for the course.
- c. Bill to talk to Rick again regarding his availability due to scheduling conflicts at Cornell. Jerry would prefer the EHOB be used for the course due to its proximity to hotels, parking and food. Amendment: Review Course now scheduled for Sept. 29-Oct.1, 2008, at Cornell.
- d. Advertising modes: listservs, chapter website, ACHMM website, flyers to email addresses.
- e. Pizza Party one night during the course as in previous years?
- f. Discussed having a meeting in June to firm up the details for the course.

6. Speakers for upcoming NYPENN meetings:

- a. Field Trip – Brian Donnelly offered to provide a tour of the Broome County Household Hazardous Waste Facility/Landfill Leachate Collection System.
 1. The group decided that the fall timeframe would be best for the tour: Sept/Oct timeframe
- b. Other new ideas:
 1. Cortland County LEPC – Hazmat Trailer Tour
 2. Cornell Nanotechnology Building Tour (Duffield Hall)

7. Corporate Sponsorship:

- a. Letter drafted by John
- b. John still needs to set up sponsorship levels, group discussed 3 tiers of corporate sponsorship:
 1. \$200 – company logo, paragraph on website, website link, 20 min sales presentation to group
 2. \$100 – company logo, website link
 3. \$50 - company logo, website link
- c. Kim offered her assistance for the mailing of letters, follow-up phone after mailing
- d. Target CESH list – exhibitors list, 30 or so companies

8. Webpage Updates:

- a. Forms Page - ideas: W-9 Taxpayers Id Form, letterhead (Jerry –updates password protected)
- b. Admin Rights - Bryan Seal offered to be back-up webmaster. Thank you Bryan!
- c. Jerry to set up an SOP for the website.
- d. Ability to join listserv on website – Jerry stated that this would be easy to do.

- e. Unsubscribe mechanism needed on listserv – Jerry stated that this would be easy to do.
- f. Welcome Letter to new members – to come from John as President (John needs to be notified when new members are on board) Stacy – Treasurer, John – President.
- g. When paying on-line, paypal should kick you back to website – Jerry to redesign this page. Tracy will be the back-up for Paypal. Thank you Tracy!

9. CHMMunity 2008:

- a. College-Level Scholarship(s). Thank you to Tracy and Amy for their hard work on this!
- b. Mentor to new BCC Waste Management Curriculum – Rick Kumpon. Thank you Rich!
- c. BOCES: Broome-Tioga Division. Rich Kumpon to speak to students. Thank you Rick!

10. New Member Recruitment:

- a. Pizza Party for 2008? The group agreed that this would be beneficial, look at hosting at OBG in Syracuse to draw more members from the Syracuse area since their chapter is defunct.

11. New Business:

- a. Webinars instead of traditional setting meetings? Jerry to explore options at Cornell.
- b. Reminder: Group agreed to keep number of meetings to 5 meetings/year
- c. Dinner at meetings – Thank you to the chapter for the pizza!
- d. Still need to create officer duty descriptions – send to Jerry Gordon for website
- e. Reminder: If you incur expenses for the chapter, then send the receipt and description of charges to Stacey Whallon for reimbursement

12. Next Meeting:

- a. May 7, 2008 5:30 pm @ Community Restaurant in Cortland (Joint Meeting with AIHA/CHMM)
- b. June – pending for course preparations

Next Page - Sign-in sheet attached for points maintenance