

California Industrial Hygiene Council  
**CIHC Board Meeting**  
 Zoom Meeting  
 January 21, 2022, 11:00 AM – 1:00 PM

**ATTENDEES**

Pamela Murcell, President/Sacramento Valley	Megan Canright, San Diego	
Joel Berman, Orange County	Gloria Chan, Treasurer/San Diego	
Ann Graham, San Diego	Roxanne Fynboh, Secretary/Sacramento Valley	
Grace Rinck, Southern CA	Howard Spielman, Orange County	
Richard Hirsh, Northern CA	Jaime Steedman-Lyde, Southern CA	
Sam Celly, Orange County	Laurel Davis, Northern CA	
Susan Gulbrandsen, Southern CA		
<b>ITEM</b>	<b>ACTIVITY / DISCUSSION</b>	<b>ACTION ITEM MEMBER ASSIGNED</b>
1. Call to Order and Welcome - Pam	Call to order: Pam meeting to order at 11:05 AM. Welcome new member, Sam Celly for Orange County. Sam is currently has his own practice as a safety consultant and has a law degree.	
2. Minutes Approval- Roxanne	December 7 <sup>th</sup> minutes approved as written. Motion: Rich, 2 <sup>nd</sup> Howard, motion carried.	<u>Pam</u> to post minutes on website
3. Plaque for Jim Unmack - Pam	Plaque for Jim's service to the Board approved.	<u>Pam</u> to arrange for plaque
4. Discussion regarding newsletter - Laurel	Try to get out newsletter 2-3X year. Goal -- first one for 2022 at end of March. Possible topics include: summary of PDS, Summit, Young Worker efforts, Cal/OSHA updates, local section updates, etc. Sam to work as Assistant Editor with Laurel.	<u>Laurel</u> and <u>Sam</u> to produce newsletters.
5. Succession Discussion	Megan and Jaime will be training with Pam to be CoVPs; primary role for 2022 will be PDS planning and lead on PDS program.	<u>Megan and Jaime</u> to have ongoing training with Pam
6. Conference Follow-up Discussion - All	In the future, session arrangers to ask presenters for legible fonts, etc. on PPT slides – add to our standard procedures for conference.	<u>Future Conference Session Arrangers</u>
7. Treasurer Report - Pam (Gloria offline)	Pam – Total Income for year approx. \$116,430.00; total expenses approx. \$59,470.00 with net income of approx., \$56,960.00. Checking/Savings amount is \$171,929.00. Goal is to have 3 years' operating expenses as reserves. Pam to ask Gloria for revised number.	<u>Pam</u> to clarify with <u>Gloria</u> how much is our goal for reserves (3 years' operating expenses).
8. 2021 PDS survey results - Pam	Pam sent the Excel files to Board members for review; not user friendly. Megan and Laurel to get survey info. from Pam and set-up data base.	<u>Joel</u> and <u>Laurel</u> volunteered to work on evaluation format/platform for 2022
9. Young Worker Safety - Rich	Rich reached out to local sections and got no response or reports of school activities. Rich to attend AIHA Teen Safety Committee online meeting Feb 16 and will report back in March. Diane Bush has volunteered to help local section leaders; Rich and Garrett Brown among others do a UCB School of Public Health class that may go virtual at some point.	<u>Rich</u> will reach out again to the local section reps. <u>Rich</u> to update at March meeting.

10. 2022 Spring Summit Planning – Pam and Roxanne	2022 March Summit calendared for March 16 <sup>th</sup> with Board meeting to be set on March 15 <sup>th</sup> . This will be a 4-hour Zoom webinar. Same cost as 2021. Possible topics include Total Worker Health, Update on Respiratory Issues, and Litigation Prevention (Howard to follow up with Joel C. and Joel B. on this last topic.) Suggestions are for 3 topics of about 1.25 hours each with time for discussion and questions. Gloria will help to set up platform (Zoom, registration, etc.). Pam to follow-up with Rich regarding recruiting of sponsors. Looking for 3 or 4 sponsors. Sponsors to have time to speak.	<u>Roxanne and Pam</u> – work on further planning details for Summit. <u>Howard</u> to follow up with <u>Joel C.</u> and <u>Joel B</u> on litigation presentation. <u>Gloria</u> to set up platform. <u>Pam</u> to ask <u>Rich</u> for sponsorship assistance.
11. 2022 PDS Pre – Planning - Gloria	Gloria report on Oakland Marriott; it was expensive. Room rate at \$185/night; \$18K for conference space; \$40K min food & beverage. Gloria will look into other locations such as Walnut Creek, San Diego and Long Beach for 2022 PDS.	<u>Gloria</u> to research and report in March meeting.
12. New Business (Board)	Comments on strategic plan to add in more of the contributions of CIHC to the regulatory area and tasks. Roxanne to help Susan with this.  Grant proposal to AIHA, policy on support for political appointees, and CIHC by-laws and operating procedures to be discussed at future meeting.	<u>Susan</u> to make some changes. <u>Roxanne</u> to make some suggestions.
13. Next Meeting and Adjourn (Pam)	Next board zoom meeting on March 15 <sup>th</sup> . Time TBD. Meeting adjourned at 1:10 PM	