

**California Industrial Hygiene Council
Board Meeting Telecomm
Monday, November 23, 2009 10:30 am – noon**

Attendees

Howard Speilman, President/Orange County	Leo Vortouni/Orange County
Dave Kahane - guest	Ron Hutton/Orange County
Jackie Luca/Southern CA	Eric Brown/Southern CA
Joel Cohen, Treasurer/Northern CA	Chris Laszcz-Davis, Vice President/Northern CA
Mark Cameron/Sacramento Valley	Ed Klinenberg/Sacramento Valley
Denise Daggett, Secretary/San Diego	Jeff King/San Diego
Richard Hirsch/Northern CA	Cathy Barankin/Sacramento Advocacy

ITEM	ACTIVITY/DISCUSSION	ACTION ITEM/ MEMBER ASSIGNED
Call to order	Howard called the telephone conference meeting to order at 10:33 AM.	
Approval of 9/15/09 minutes	The minutes from the September 15, 2009 Board meeting were approved by a verbal majority.	Denise will submit the approved minutes to Touti for posting on the CIHC website.
Incoming and Outgoing Board Members for 2010 (Howard)	<ul style="list-style-type: none"> ▪ Jeff King introduced the bio of Grace Delizo with Cal-OSHA Consultation as one of the full representatives from San Diego. The Board agreed that Grace will make an excellent addition to the Board and bring a valuable regulatory voice to the table. ▪ Denise Daggett is leaving the Board as a member and Secretary after 6 years with CIHC. ▪ Jackie Luca is departing the Board and UCLA's Professor Nola Kennedy may replace her. ▪ Ron Hutton is leaving the Board due to his retirement from Allergen. ▪ Chris will assume the position of the Board President and Howard will remain on the Board to work on the bills that will be introduced. 	
Conference (Chris and Joel et al)	<p><u>Moderators and Speakers:</u> Howard said that if Jordon Barab cannot attend and speak, we need a plan B and C; perhaps Jackie Speier could fill-in.</p> <p>Chris said that she needs the missing speaker bios and PowerPoint's by December 1, 2009. If a speaker has not provided his/her presentation, the moderator needs to notify the speaker that he/she must bring 150 copies for the attendees.</p> <p><u>Program and Downloadable Materials:</u> The Conference is going Green this year and not printing a notebook with all the presentations. On December 2, Chris said that an e-mail will go out to all attendees with a link to the</p>	<p><u>Cathy</u> will contact Jordon and Jackie Speier to determine availability.</p> <p><u>All Moderators:</u> Please touch base with your speakers to confirm their slots and that they have directions to the Hotel Nikko.</p> <p><u>Chris</u> will send out the e-mail alerting attendees to the link where speaker</p>

	<p>agenda and PowerPoint presentations that are currently available.</p> <p><u>Gifts:</u> Eric will load the thumb drive gifts with the presentations we have as of December 1, 2009. Jaime has the speakers' gifts.</p> <p><u>Sunday Board Dinner:</u> Joel will send out an e-mail polling the Board and others for a headcount of those planning to attend the Sunday Board dinner at La Scala.</p> <p><u>Registration:</u> 130 attendees registered at this point. The Board agreed to offer a student discount to full-time students for the first day: \$100 fee to cover the break food, luncheon and other incidentals. Other days are less expensive; therefore the student fee may be lower.</p> <p><u>Exhibitors:</u> Dave Kahane reported that we have 13 exhibitors and 4 contributors so far this year. He had prepared marketing materials for three levels of sponsorship: Platinum, Gold, and Bronze. We have five to six Bronze sponsors (sponsoring some of the coffee breaks). The Board agreed to acknowledge them at the beginning or middle of selected sessions. The sponsors may use the time to speak briefly to the audience.</p> <p><u>Audiovisuals:</u> Final plans are underway. Joel will bring a laptop and LCD projector. Eric or Chris will bring a backup. Howard mentioned that the bulb needs to be at least 3000 lumens for a large room, and that rental from an outside company may be a less expensive option than using the hotel equipment. Joel will order the following from the hotel: screen, podium, wireless microphone for speaker, 2 mics for panel discussions, and an audience mic.</p> <p><u>Handouts:</u> The printed handout materials are scaled down this year as a means of going Green. The handout material will consist of a spiral bound booklet with a color cover, agenda, acknowledgements, Board Member listing, exhibitor tab, bios for speakers, attendee list and removable evaluation page.</p> <p><u>Ethics Class:</u> ~50% of attendees signed up for this special session. Dr. Papper is instructing and the session is ~2 hours with a break in the middle. A vast majority of the</p>	<p>materials can be downloaded.</p> <p><u>Eric</u> will bring the attendee gifts to the conference. Jaime will bring speaker gifts.</p> <p><u>Joel</u> will make the final reservation with the restaurant.</p> <p><u>Dave and Joel</u> will walk the conference and vendor space and work on space assignments for the exhibitors. <u>Joel</u> will have Deneen Barsi forward a list of the currently paid exhibitors to the Board members.</p> <p><u>Joel</u> will ask the hotel about projector specs and will try his projector one of the times he visits the hotel.</p> <p><u>Joel</u> and his staff are preparing the handout packets.</p>
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Confirm date and location of next meeting	The next board meeting is planned for Monday, December 14, 2009, after the first day of the conference at the Hotel Nikko in San Francisco. Joel has a room reserved for the meeting.	
Adjourn	Howard adjourned the conference call meeting at 11:45 AM.	