



# Meeting Minutes December 6<sup>th</sup>, 2007

## Capital Area Chapter of the Academy of Certified Hazardous Materials Managers (ACHMM)

Location: T.J. Rockwell's, Elizabethtown, Pennsylvania

Attendees: Scott Ressler, Mark Schaffer, Ryan Kostival, Steve Rowley, Bill Achor, Mark Bruce, Robert Smee, Robert Stockholm, Scott Durnin

Discussion Items:

- **Milestone Recognition** – Capital Area Chapter 10 Year Anniversary
  - Certificate of Appreciation from National ACHMM
- **Scott Durnin reviewed the 2007 Meetings and attendance**
  - March: Meeting with Rich Cartwright, ACHMM National Director at Doc Holiday's
  - May: Harley Davidson Plant Tour
  - August: Social Event - Lancaster Barnstormers Game – **Canceled**
  - September: Meeting at FCI with Technical Presentation on PA ACT II Land Recycling Program
  - December: Business Meeting at TJ Rockwell's.
- **Submission of Annual Report for 2007 to the National ACHMM Office**
  - Must be submitted by January 31, 2007
  - Scott Ressler will prepare the report and Scott Durnin will review for accuracy.
- **Chapter Bank Account Status** –Mark Schaffer, Treasurer gave a year end summary of the Chapter checking account.

- The account balance is currently just over a \$ 1000.00
- Mark asked all attendees who paid dues to complete the membership application for 2008. This form will then be scanned and sent back the member with and email confirming receipt of payment.
- For those members who were not able to attend the meeting Chapter Dues are \$30.00 for 2008. Checks should be made payable to Capital Area Chapter CHMM and sent to Mark Schaffer (Treasurer) at the following address:

Univar USA Inc.  
532 E Emaus St.  
Middletown PA 17057

- **Proposed Meeting Agenda for 2008**

- The chapter must meet a minimum of 4 meetings
- We would like to have at least one technical meeting related to CHMM Activities
- We would like to add an additional Social Event if there is interest
- Please email any suggestions for meeting events or topics to one of the chapter officers
- We would like to set a schedule by the first meeting of 2008 for the entire year, in hopes to increase participation at all meetings.

- **NEW BUISNESS:**

- Mark Schaffer moved that the chapter seek some proposals to develop a Capital Area CHMM web site to increase communication and exposure of the chapter. Scott Durnin called for a vote of all present chapter members that we use a portion of the chapter money towards the development of a web-site.
  - The vote was unanimously approved
  - Mark Schaffer will make some inquiries regarding the development of a web site to be discussed at the next meeting.
- We would like to increase membership and networking through fostering relationships with local Colleges and Universities.
  - Scott Ressler has contacted Thomas Murray, professor and Biology Department Chair for Elizabethtown College regarding the involvement of interested students with Chapter activities and events. Scott hopes to meet with him prior to our next meeting in March. Mark Bruce also has some contacts with the college that he will pursue.

- Selection of Officers
  - We are seeking volunteers for nomination
  - Please send an email to Scott Durnin if you are interested in serving
    - Current Officers
      - Scott Durnin – President
      - Steve Rowley – Vice President
      - Mark Shaffer – Treasurer
      - Scott Ressler – Secretary
  
- Scott Durnin asked for volunteers to work on a task force in order to plan and organize a CHMM National Review Course and exam.
  - Bob Stockholm volunteered to work on the task force.
  - Please contact Scott Durnin if you are interested.
  
- **Next Meeting:** Will be held in March 2008 at a place to be determined