

## 2009 National Conference Summary

### CHAPTER DEVELOPMENT COMMITTEE MEETING

#### AFFILIATION AGREEMENT DISCUSSION

- Harry Kemp and Cedric Calhoun
- AFFILIATION AGREEMENT – Primary Discussion
  - Only 6 of the 58 Chapters submitted comments on the Affiliation Agreement
  - 4 Major Areas of Concern Identified in Comments:
    - ❖ Chapter Representation on the AHMP Board – *Primary Concern*
    - ❖ Term / Termination and Violation of the Licensing of AHMP Intellectual Property
    - ❖ Mediation / Arbitration
    - ❖ Governing Documents (30 comments)
  - There was SIGNIFICANT CONTENTIOUS DISCUSSION at this point of the discussion, as Harry and Cedric both stated that it was the obligation of the Delegates to be familiar with the Affiliation Agreement, and the primary focus, but more than 50% of all the delegates at the meeting (many of which were either Chapter President or Vice President) stated that they had not even seen the Affiliation Agreement, and had no idea that this was to be a primary focus of the Chapter Development Committee meeting.

There was extensive discussion regarding COMMUNICATION ISSUES AND DISCONNECT between National and the Chapter Presidents. Many delegates stated that they were the Chapter President, or Vice President, but that they had not receive the emails from National regarding the Affiliation Agreement, and that this was to be a major discussion point during the Sunday meeting. Cedric and Harry stated that they now send out emails to the Chapter Presidents, but do not verify receipt. There appeared to be a significant problem at the National Level with regard to maintenance of the most current contacts at the Chapter Level – many Chapter Presidents stated they receive NO information from National via email, or otherwise.

There was extensive discussion on how communications could be improved – most notably that National needs to verify current Chapter Presidents, and that in addition to the Chapter President, in events such as the National Convention where Delegates are involved, the Chapter Vice President should be included in correspondences from National. In addition, I made the recommendation that for important notices, such as the Affiliation Agreement communications, that National should require verification/confirmation of receipt of the National Communications. Harry Kemp and Cedric Calhoun both agreed that National should implement some type of communication verification process to ensure that information is received.

- ❖ Chapters wanted to be assured there was appropriate representation on the AHMP Board

- Harry and Cedric emphasized that all members of the AHMP board are charter members of AHMP, and that 11 of the 12 current AHMP Board Members were past Chapter Presidents.
  - Note that it is NOT a requirement for AHMP Board Members to have been an officer at the Chapter Level
  - There was extensive discussion regarding this issue, and everyone (i.e. all the Delegates) were in agreement that the bylaws should require that AHMP Board Members should be ACTIVE Chapter members, and NOT just past Chapter officers.
    - Harry and Cedric both stated that the NATURAL OBLIGATION of the AHMP Board is to the MEMBERS, NOT THE CHAPTERS. This is because 40% of the AHMP members are in Chapters, and 60% are NOT affiliated with Chapters.
    - This issue was somewhat contentious, as there was an overwhelming sense that the AHMP Board should be more concerned with the Chapters.
    - At this point, Disconnects between AHMP National and the Chapters was brought up as a significant issue and concern.
- ❖ Discussion Regarding Intellectual Property
- Question was asked – can you further define “violation” and who does that apply to
  - There were concerns on Logo issues.
  - Cedric discussed items such as Individual Contacts – He stated that if there is already a transactional contact at the Chapter level, that remains “Your” contact
  - Discussions on Reciprocal Licensing – at what point would National want to retain Chapter Copyrighted material – i.e. a Chapter comes up with a good idea that National wants and uses it – and if that Chapter were to break off from National, and the Chapter wants their intellectual property back. Currently, the Chapter can retain their intellectual property.
- ❖ Discussion on Governing Documents – *Note: this was a very disjointed discussion, lacking detail and clarity.*
- Goal is to Clean up language to make it so not compromising Chapter Bylaws
  - If we are separate entities, i.e. Chapter Board wants to make changes to Bylaws – National just looks at the changes to the Chapter Bylaws to ensure that that they are not compromising the Affiliation Agreement – Cedric and Harry stated that National is NOT controlling the Chapter Bylaws – i.e. Local Chapter just needs to send proposed Bylaw changes to National for review for National to ensure there is no compromise of the details of the affiliation – just meet the guidelines.
- Discussion that Chapters are not benefitting from signing the affiliation agreement – that National needs to address the concerns of the Chapters, and there is a significant disconnect between National and the Chapters. Apparently this stems back to the thought

that AHMP National is primarily to represent the MEMBERS, and NOT THE CHAPTERS (which was once again a point of contention for most of the Delegates).

- CDC – now has a Paid Staff Person – **Allison E. Heron** - to support the Local Chapters – Chapters are encouraged to contact Allison and discuss concerns and issues with her as much as possible.
- Discussion on Affiliation Agreement statement “Chapter will support (jointly advocate) *other* health, environmental and safety credentials”. Question asked was *What are other credentials, and that they should be more clearly defined.* Harry stated that the LOCAL BOD needs to determine what credentials will be accepted.
- DISCUSSION ON SCHEDULE FOR ADOPTION OF THE AFFILIATION AGREEMENT
  - Harry and Cedric stated that because of the clear Communication Gap regarding the Affiliation Agreement, that there will be ONE MORE ROUND OF COMMENTS FROM THE CHAPTERS – because not all Chapter Presidents were aware of the new Agreement. They both stated that the next round of communications will be confirmed with the Chapter Presidents, to ensure that the Membership is aware of the changes.
    - ❖ The next round of comments will come out in about 2 weeks. (from August 30)
  - Others were worried that the Affiliation Agreement would be signed by the Chapters BEFORE National Changes / finalizes its Bylaws. Most felt that the National Bylaws should be finalized before the Chapters sign the Affiliation Agreement – Because Chapters could be signing an Affiliation Agreement with an entity whose Bylaws the Chapter doesn’t agree with.
    - ❖ There was a VOTE of Delegates regarding this issue, and More than 50% agreed that the Affiliation Agreement should be signed AFTER National Finalizes its Bylaws – Harry and Cedric stated that National should have its Bylaws finalized BEFORE the end of 2009.
    - ❖ National Bylaws are expected to be finalized in next 45 days (from August 30)

## **DISCUSSION REGARDING 2008 ANNUAL REPORT**

### **CHAPTER SUCCESSES**

- Many Chapters are raising funds through other venues, in addition to meetings and typical events – i.e. **Golf Outings**, etc. (*should be of interest to Jim Harrison*)
- Many Chapters meeting via Conference Calls, to meet the requirements for maintaining their Charters.
- Community Outreach via Partnering and Charitable Service Projects
  - CHMMunity
  - Habitat for Humanity
  - Local Community Involvement
- Co-Sponsoring Annual Conferences and /or Workshops with other similar Organizations (ASSE, AIHA Chapters ,etc.)
- Working relationships with ASSE and AIHA Chapters, working together with local colleges and universities – symbiotic relationships.
- Recipients of various awards through the AHMP National Awards Program.
- 90% of Chapters do NOT have Student Members
- 84% of Chapters are incorporated in the states in which they reside.
- 50% of Chapters did not file tax return last year.
- 65% of Chapters have maintained corporate status.
- 22% of Chapters have corporate members that can offer Venues and Valuable Contacts
- 40% of Chapters have requested a visit from a board member or executive director (i.e. Harry Kemp or Cedric Calhoun) - **NOTE: the CDC has funding for their travel if visit is requested.**
- Average Chapter Meeting Attendance is 15-20
- 55% of Chapters offer the EHMM Course Locally.
- 60% of Chapters do NOT use the copyrighted EHMM course.

- Chapter Concerns:
  - How do we get membership to meetings ? Could download presentations from AHMP website; local tours; take organization to an outing once per year –i.e. baseball (hockey, basketball) games, etc.
  - How do we Grow / Retain Members more effectively ? Use the CDC information available – i.e. CDC gets spreadsheet of new members every 30 days, which is sent to the Chapter President
  - How do we recruit more members to leadership positions ? Support them with local scholarships, etc.
  - Will AHMP pay for cost of Name Change ? This is no longer an issue, since not required to change their name.
  - How can we recruit students ? Outreach to local colleges and universities.
  
- Harry Kemp stated that the ANNUAL CHAPTER REPORT is becoming more important to National. National enforcing by revoking Chapter Delegate benefits at National Convention if Chapter doesn't submit Annual Report on time – by January 30.
  
- Chapter Revocation Discussion
  - Last Year 5 Chapters lost Chapter Status (incl. Louisiana Chapter)
  - Reasons:
    - Inability to have Regular Chapter Meetings as required
    - Failure to respond to National inquiries as to the Status of the Chapter
    - Activities inconsistent with AHMP Strategy, Mission, Vision. Refer to Website. I.e. if change Bylaws, make sure they fit the requirements of National and the Affiliation Agreement.
    - Failure to follow the Chapter's established Bylaws
    - Failure to meet the minimum standards for a Chapter as Established by AHMP.

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## CHAPTER RESOURCES

### – Discussion by Allison E. Heron, CDC Paid staff member

- There are now Presentations available to recruit and maintain membership. Only the Chapter President has access to these presentations.
- Free conference calls available for Chapter Meetings – for Chapters that have many remote members – available at [www.ahmpnet.com](http://www.ahmpnet.com) / Chapter / Chapter Tools / Chapter Resources

#### ▪ **IMPORTANT REGARDING RECERTIFICATION CMP's:**

**IHMM is looking into establishing standard maintenance Points toward credential maintenance for LEADERSHIP AND COMMUNITY ROLES (I.E. CHAPTER BOD ACTIVITIES, AND CHMMUNITY TYPE ACTIVITIES. THERE IS A NEWLY FORMED COMMITTEE TO MAKE RECOMMENDATIONS FOR ESTABLISHING CMPs FOR THESE ROLES**

### -Discussion by Mike Gordon / Bruce Bessler – AHMP Board representatives on CDC and Member Services

- Chapter Guidance Manual now under construction
- Starting from scratch to replace existing guidance documents – **will be user-friendly, and straight forward**
- Will be comprised of 2 Guides, which will have useful tools and lists of procedures:
  - Chapter Operational Guidance Manual
  - New Chapter Development Guide
- A New Task Group was formed during this meeting, comprised of 5 members, for creation of the New Guidance Manuals. Task Group will last for approximately 3 months, and will include 4 teleconferences, and will establish specific duties
  - If there are others interested in participating in this Task Group, they are encouraged to contact Mike Gordon for participation.

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## **BREAKOUT DISCUSSION - DELEGATES SEGREGATED BY BY EPA REGIONS**

- **EXCELLENT IDEA FOR EHMM COURSE:** I had an excellent discussion with NY Chapter Delegate (Tom Hudak, Scottsville, NY, with KBH Environmental, Inc., cell 585.506.2199, email hudak@kbhenv.com) regarding how they are offering the EHMM course for PE Recertification Credit, to boost interest and attendance. They just initiated this, so haven't had direct experience, but have had excellent expressed interest.

PE's can receive PE recertification credit by taking the EHMM course, They apparently can get up to approximately 30 recertification credits – 1:1 hourly ratio for attendance. They took the EHMM presentation to the PE licensing Board – apparently it costs the Chapter \$70 per Item for PE Credit – so because the cost would be so significant if they were to attempt to get credit on an hourly basis for the EHMM course, they applied for the entire EHMM course as a single item (i.e. it costs \$70 for the entire EHMM – rather than 30 hours at \$70/hr --- the primary catch is that the PE must attend the ENTIRE EHMM course to get their recertification credits – however, he indicated that because ~30 recertification hours for EHMM course meets a majority of the PE annual recertification requirement, this would be highly desirable – as the PE can attend our EHMM course and get most of their recertification credits.

The NY Chapter will be sending out this information to Engineering firms, so could help bolster interest in EHMM, as well as possibly gaining some credibility in the engineering community for the CHMM credential.

- **NEW JERSEY IN PROCESS OF LICENSED SITE PROFESSIONAL PROGRAM:** I had another discussion with someone from the NJ Chapter regarding the new requirement in New Jersey which is similar to the LSP and LEP in New England – Because of the backlog of the NJDEP, NJ has added a requirement for Licensed Site Remediation Professional (LSRP) – this will take 3 years to roll out – It was signed on May 78, 2009, and the interim rule becomes effective November 3, 2009. There is a process currently to become a Temporary LSRP, based upon work experience and credentials – and they will be developing a Licensing Board – the rule will become FULLY effective May 7, 2012, at which time an Exam will be required for the LSRP – note that the Temporary LSRP status will NOT be grandfathered in – you will need to take the licensing exam before May 7, 2012 to obtain the LSRP license.
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## **AHMP BUSINESS MEETING**

- **Immediate Past President Remarks – Mike Mandracchia**
  - Financial Performance 2008
    - Created New On-Line Education Opportunities
    - Strategic Planning Process – Retained consultant
    - Professional Staff for Membership – Allison Heron
    - Net Operating Deficit of \$300+K, but did NOT touch Reserves.
  - Success of Rebranding Campaign
    - Strategic Plan to lead the organization into the future started 2003
    - Expert Facilitator (Steve Carey) retained for future plan
    - Strategic Plan includes:
      - Advocating for Membership while advancing relations between National and Chapter governance
      - Strengthen Communications between National and Chapter
      - Strengthen Membership and Partnership Base
      - Improving Management and Governance operations and strengthening financial base
      - Provide Superior Education
      - Serving Membership and Chapters.
  
- **Cedric Calhoun Remarks**
  - Successes
    - Approval of new brand
    - Addition of newest corporate sponsor – OverNite Software, Inc.
    - Launch New Education Opportunities
  - Working to achieve 3 primary goals in the strategic plan – AHMP has completed 80% of the tactical initiatives to make these 3 primary goals succeed:
    - Advocating for our membership while enhancing government relations and public relations
    - Strengthening our membership and partnership base
    - Providing superior educational resources and opportunities
  - Membership Analysis – Research – It is very important that AHMP be involved in Federal, State and Industry advocacy – have made significant inroads with the Dept. of Homeland Security.
  - Members want National to streamline their communications to them
    - More focused News letter
    - 50% of emails sent are opened – this is better than most industries
  - Affiliation Agreement will be finalized soon
    - Local Chapters important to success of the organization
    - **Will make AHMP Accountable to its Chapters**
    - Goal to build consensus between National and Chapter Level

- AHMP Knowledge Center launched
  - More than 3000 educational, training, and information course in
    - AHMP's On-Line Course Library
    - AHMP's Webinar Series
- **Harry Kemp Remarks – President's Report**
  - New AHMP National Office – better location, better organization, more professional, better presence.
  - Addition of Salary Position to CDC - Allison Heron
  - Organization is growing – focusing on issues of concern to membership
    - Advocating to key groups in industry
    - Advocating to Government Agencies
  - Structured, focused staff for more responsive actions to the membership
  - Government Agency exposure
  - New Trademark Agreement with IHMM
    - Local Chapters can maintain old name indefinitely
  - First Chapter to adopt a new name:
    - Central Texas Chapter of the Alliance of Hazardous Materials Professionals.
  - Reinvigorated Partnership with IHMM
  - CMPs WILL be awarded for service to the organization – i.e. BOD positions. Still developing actual credit base.
  - Financial Outlook:
    - Current economy resulting in deficit
    - Many Non-Profits have lost 50% of reserves – HOWEVER, AHMP has maintained its reserves because of safe investment in CD's
    - Dues Waivers for AHMP members who have lost their jobs.
  - Improvements in Bylaws
    - Accommodate the rebranding effort
      - “Professional Member” category added to attract other industry participants
    - A move to correct the modifications to Bylaws made in 2007 that have not been effective
    - Streamline the Bylaws to provide the Board greater flexibility to manage the association's affairs in the current business environment
    - Establish a leadership development process

- **Zehra Schneider Graham Remarks – In-Coming President’s Report – “The Year Ahead”**
  - Stay the course and build on the previous work established
  - Focus on the Strategic Plan – AHMP Vision, Mission, & Strategy
    - Advocating for our membership while enhancing government relations and Public Relationships
    - Have a Voice at all levels of Government
    - AHMP Leadership Training Program
      - Prepare Leadership @ National and Chapter Levels
      - Professional Leadership training consultant
      - **AHMP Leadership Workshop April 8-9, 2010, in CAMBRIDGE, MA**
    - Expanding the Membership Base
    - Reinvigorate Corporate and Community Relations (add to the current list of sponsors, currently comprised of Branta Worldwide and OverNite Software, Inc.
  
- **Business Meeting Q&A**
  - **Will the Leadership Training be Mandatory for National ?** Training will likely be a qualification for serving at the National Level (Harry Kemp)
  - **What has happened to the Membership #'s since changing the name?** Membership has remained disappointingly the same – stagnant – but has not decreased (Harry Kemp)
  - **Please explain the deficit ?** primary source of deficit was creation of the On-Line EHMM course(Harry Kemp)
  - **Has AHMP looked into a student mentoring program to enhance the membership?** National is looking into ways to do this (Harry Kemp)
  - **Is there any compensation to the Local Chapter if someone signs up for the on-line EHMM course and what has been the effect of the online course to local chapters offering the course?** Only if the individual taking the online course was referred by a local Chapter, will that chapter will receive a 5% kickback in EHMM cost. **There is NO EMPIRICAL EVIDENCE that the online course has taken away any revenues from the local Chapters.** (Harry Kemp)
  - **Question on CHMM credential as requirement for National:** The Executive Committee is reserved for CHMM’s (Harry Kemp)
  - **Question on Quality of On-Line versus classroom versions of the EHMM course, and % who pass exam with on-line EHMM versus classroom EHMM ?** Since it has been only one year, there is no data yet, but positive evaluations thus far. Later this year data will be released on the evaluation of the pass rate for on-line versus classroom education.
  - **NOTE:** Harry Kemp stated that he wants to see more marketing of the CHMM credential, as that would increase interest in the on-line course.
  - **What happened with the “10,000 in 2010” program:** It didn’t work – it relied on volunteers, and didn’t move forward (Harry Kemp)

❖ **E. JENSEN GENERAL NOTES AND COMMENTS REGARDING THE 2009 NATIONAL CONFERENCE:**

I found that the Technical Sessions I attended this year were excellent. Although the topics seemed to be all across the board, with no particular singular focus, the technical sessions which I attended were better than previous years.

It was reported that Conference attendance this year was nearly the same as last year (I believe the number was around 8,000). There were several remarks from National Level officers, and others, that this was a significant achievement, given the current economy. Many individuals mentioned that they had attended other conventions (i.e. ASSE, AIHA, etc.), and attendance was down significantly. This seems to speak to the interest and enthusiasm that members have for the National Conference. It seemed that even for the closing presentations on the last day that these were very well attended.

I ran into many folks I've met at previous conferences, and met many new individuals, and there were a lot of good ideas brought up during conversations.

I was afforded the unique opportunity of attending a behind-the-scenes tour of Sea World, San Diego. The EHS director was unbelievably focused and in tune with the complete operation of the park, and the tour was quite interesting. The operational end of the park was only a few acres (approximately 3 acres), with the total park area of nearly 80 acres. It was remarkably compact, and impeccably maintained. We were shown the OHM staging areas, water pumping / filtration / treatment process, and provided a detailed presentation of the facility operations. It seemed to be one of the most streamlined, and efficient operations I've had the opportunity to view.

One of the two most notable keynote speakers for the National Conference was Joe Garcia, President of the National Congress of American Indians, who gave a very thoughtful and thought provoking talk on Sustainability within Tribal Lands, which focused on the difficult path of Native Americans, and how to find solutions to all things with “spirituality, culture, and diversity”, by “focusing on Faith, Hope, Love, Hard Work, and Respect”.

The other very notable discussion was presented by Michael D. Brown, former Director of FEMA, during Hurricane Katrina. He provided some insight into the local/state/federal disconnects which occurred during the hurricane, and gave a very motivational discussion on how to get more involved in your local community, with the notable quote, “commit to doing what you do a little better, a little smarter, knowing what you're trying to do is right”. He also had the following notable remarks: “ You cannot separate the path between preparedness and response”; and, “We owe our first responders that we will do our best to take responsibility for ourselves”. Mr. Brown took many questions, answering in a very direct manner from his heart, including some direct responses to some very political questions. It was quite an impressive discussion.

During the conference, I had the opportunity to meet the Professional Development Committee Chairman for the Jacksonville, Florida area Chapter (Scott D. Stover, Mayport Naval Station, Environmental Program Manager, cell 904.591.8455, email scott.d.stover@navy.mil), and we exchanged ideas. One really interesting thing their group is doing is offering service to the Jacksonville Zoo, in an outreach program, whereby they assist with management of their hazardous materials and waste management. This was spurred by a behind-the-scenes tour their Chapter took of the zoo. During that tour, several members noted that the zoo clearly needed some guidance as to how to manage their waste streams and OHM staging areas. I would like to see if NEACHMM could look into something similar in our region – it's definitely food for thought in the community outreach realm. They've also done tours of some of the major rail yards in the region, as well as foundries. This has provided impetus for some ideas for facility tours, which I'd like to evaluate, including:

- 6-Flags Amusement Park
- Seabrook Nuclear Power Plant
- New England Aquarium
- Blue Hills Zoo
- CSX Rail yard Boston
- Burlington Northern Rail Yard ?
- Potential Foundries in the region

If anyone on the NEACHMM BOD has any contacts at these, or similar facilities, please let me know, as we are always in search of interesting facility tours.

Once again, I have to say that the AHMP National Conference is an excellent learning and networking opportunities, as you meet many individuals with a vast and diverse background – most of whom seem to be really excited about what they do, and very interested in sharing what they know and are doing, both on the professional level, and at the leadership level.