

Houston Texas Association of Occupational Health Nurses Meeting



Minutes

Date: Tuesday, March 6, 2023
Time: 6:00 PM
Place: Virtual Meeting

Call to order at 5:59 PM
Roll Call
Review of Agenda

Christina Hegman
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Agenda:

1. *Bylaw Revisions*
2. *New Business*
3. *Adjourn*

Christina is filling in for Karen Parker who will not be able to join. Karen's first agenda is to review the bylaws.

Christina asked the board if any chapter member had reached out to them about the bylaws that had already been amended or proposed changes.

Dawn – no, **Evelyn** - no, **Antigoni** – no, **Debra** – no, and **Christina** – no.

Dawn had several items that she wanted to go over on the bylaws.

Article III Membership. Who is verifying these memberships? And what makes a student and affiliate? **Evelyn** said students don't pay and an affiliate can sit in meetings, but they don't have voting benefits or anything. If you go to the nationals website, it has the fees listed.

Dawn – do we have a fee structure and keep up with it? **Evelyn** said she would keep up on it with the money they pay in dues. She said the current list is one (1) student member, six (6) retired members, one (1) affiliate member. We should update the bylaws to show the change in chapter dues and take out AAOHN.

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Dawn – Article III Access to records – Did Ruth give Christina the records? **Christina** – no, she will reach out to Ruth and get those.

Evelyn asked how are we going to store the records? **Christina** said to get with nationals and see how they store electronic records or network we can utilize. Per **Evelyn**, Pam Mason said we have access to the state site. **Evelyn** also said that Matthew from the state showed resistance with this when she spoke with him in the past. **Evelyn** said that Pam Mason mentioned that she could always go to the state chapter and pull up all the meetings and such. Evelyn will follow/up with Pam.

Dina gave the documents to Ruth. **Evelyn** has the financial documents.

Dawn asked about Article IV Section 1. Change wording from four (4) directors to two (2).

Section E – Provide Independent Reviews – **Evelyn** has already cleared on income tax and IRS. She will have Dina's husband do the accounting.

Section F – Recommend to membership any proposed changes in local dues – come up with a value. Grammar error changes from changed.

Section 4 change officers to board members.

Last bullet point change officers to board members shall. Change four (4) directors to two (2).

Qualificator – change officer to board member.

Article 5 Section 2 – Ballot. Can we put one (1) director of (communications) in the odd year and one (1) director of (education) in the even year?

Article 6 Section 5 – Quorum has 10 and change to 5.

Article 6 Section 4 – **Evelyn** asked to take out the regular mail and fax and to keep electronic mail. **Christina** said we can keep it for a just in case reason.

Antigoni showed the flyer for the April 11th in person meeting. It will be held at Vic and Anthony Steak House 1510 Texas Ave. Houston, TX. 77002. The presentation will be on Freestyle Libre. There will not be any CEU's because it is put on by a pharmaceutical company.

Christina motioned to adjourn at 7:11 pm and **Evelyn** second the motion.

Attendees:

Christina Hegman
Evelyn Jackson
Dawn Mopkins
Antigoni Guevara
Debra Shoemaker

President.....Karen Parker, BSN RN

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President Elect..... Christina Hegman, MPH, BSN, RN, COHN-S
Secretary.....Debra Shoemaker, RN, COHN
Treasurer.....Evelyn Jackson, MS, APRN, FNP-C
Director of Education.....Antigoni Guevara, MSN, APRN, FNP-BC
Director II (Communications)..... Dawn Mopkins, PhD, MPH, MSN, RN, COHN-S,
FAAOHN
Elections Advisor..... Christina Hegman, MPH, BSN, RN, COHN-S

Debra Shoemaker, RN, COHN
Secretary, HTAOHN