

## ACS-GHS Meeting Minutes

February 17, 2020

1. **Welcome/Introductions:**

Meeting convened at 6:32 p.m. at University of St. Thomas Center for Science & Health Professions, Room # SHP 147 by Crystal Young.

**Attendees:**

Board Members:	Position	General Attendees:
<input checked="" type="checkbox"/> Crystal Young	Chair	<input type="checkbox"/> Catherine Faler
<input checked="" type="checkbox"/> Dawn Friesen	Chair-Elect	<input type="checkbox"/> Lisa Houston
<input checked="" type="checkbox"/> Snigdha Chennamaneni	Past Chair	<input checked="" type="checkbox"/> David Germack
<input checked="" type="checkbox"/> Kevin Ramirez	Secretary	<input checked="" type="checkbox"/> Reed Effland
<input type="checkbox"/> Sam Lewis	Treasurer	<input checked="" type="checkbox"/> Amiee Modic
<input checked="" type="checkbox"/> Laura Smith Callahan	Director	<input checked="" type="checkbox"/> Roxie Allen
<input checked="" type="checkbox"/> David E. Thompson	Director	<input type="checkbox"/>
<input type="checkbox"/> Eme Abu	Director	<input type="checkbox"/>
<input checked="" type="checkbox"/> Kiresha Johnson	Director	<input type="checkbox"/>
<input type="checkbox"/> David Singleton	Councilor	<input type="checkbox"/>
<input type="checkbox"/> Mamie Moy	Councilor	<input type="checkbox"/>
<input checked="" type="checkbox"/> Larry Dennis	Councilor	<input type="checkbox"/>
<input checked="" type="checkbox"/> Amber Hinkle	Councilor	<input type="checkbox"/>
<input checked="" type="checkbox"/> Carolyn Burnley	Councilor	<input type="checkbox"/>
<input checked="" type="checkbox"/> Sunny Tang	Councilor	<input type="checkbox"/>
<input type="checkbox"/> Javoris Hollingsworth	Alt. Councilor	<input type="checkbox"/>
<input checked="" type="checkbox"/> Valerie Lafitte	Alt. Councilor	<input type="checkbox"/>
<input type="checkbox"/> Kerry Spilker	Alt. Councilor	<input type="checkbox"/>
<input checked="" type="checkbox"/> Bob Botto	Alt. Councilor	<input type="checkbox"/>
<input type="checkbox"/> Tom Malloy	Alt. Councilor	<input type="checkbox"/>
<input type="checkbox"/> J.C. Kuo	Alt. Councilor	<input type="checkbox"/>
<b>Needed for Quorum:</b>	<b>11</b>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Quorum Met		<input type="checkbox"/>

2. **Adoption of January 2020 Meeting Minutes:** Crystal Young

January meeting minutes adopted.

3. **Career Fair & 2019 Annual Report:** Snigdha Chennamaneni

Annual Report:

15 ChemLuminary submissions from annual report!

We have the option to post the 2019 Annual Report online as pdf.

Please submit any pending reimbursement requests to Sam.

#### Career Fair:

Tentative agenda was sent to Crystal for viewing by the Board.

Professional headshots will be taken on the day of the Fair. Please dress professionally if you would like a photo.

Dawn has shared this information with a number of groups who will forward the details to their members.

Brazosport section was contacted to see if they would have a representative attend the Career Fair.

Snigdha suggests that we contact ACS Student Chapters to communicate our Career Day on March 7<sup>th</sup>.

Crystal mentioned that UST will be hosting a Career Day ON THE SAME DAY, so UST student chapter probably will not be present for our event.

Snigdha will send out an email to the student chapters. Contact information will be uploaded to dropbox.

#### 4. **Committee Reporting:**

##### I. Programming Committee: Dawn Friesen

- Younger Chemists Committee (YCC): Kevin Ramirez

March Event; ready by Career Day.

In the past we did a Pedal Party sponsored by Adesis, could be something that we do in the future?

Good idea to have a networking event on the day of the event since we will have people in for the Career Fair.

- Women Chemists Committee (WCC): Valerie Lafitte

IUPAC Women's Breakfast; 7 Registrants, 4 Attendees.

Positive feedback from attendees.

We had a return attendee bring a friend this year. We all agree the timing is a barrier for many participants.

In the future we'd want to send out more lead up emails to registrants.

Since the IUPAC Breakfast is tied to the organization, we are hard pressed to move the event day/time to accommodate more participants.

Joint event(s) with Society of Women Engineers typically have low attendance. Valerie is weighing whether it is beneficial to continue to have events with them?

Last year, Valerie held a speed networking event with 12 participants.

Partnering with other organizations is one of our strategic goals, so we should continue to pursue those avenues.

Valerie made contact with a Sam Houston person that is looking for volunteers for STEM activities.

- **Minority Affairs Committee (MAC): Javoris Hollingsworth**

MAC is visiting Kempner HS in Sugarland. 11-12 on 2/27.

Contact Javoris if you'd like to volunteer.

- **Engineering Council of Houston Liaison (ECH): Larry Dennis**

Larry hasn't received any information from ECH. Larry to follow-up if he doesn't hear back.

ACS-GHS was invited to ECH banquet, it happens at the end of May/early June typically. Last year we were given a day notice, so hopefully that doesn't happen again.

Catherine was the last one to receive an email from ECH, that message was forwarded to Larry.

- **Seminars & Summer Social: Dawn Friesen**

Thinking about planning another event with Brazosport section again.

We're trying to schedule a speaker from NASA for the seminar.

Lisa mentioned to Dawn that Museum of Natural Science has a Speakers Bureau that we could tap into.

ACS has a Speakers Bureau, but the information is dated, and there is difficulty in contacting speakers.

Snigdha mentioned that it would be good to have a Safety speaker.

Dawn is considering speakers from Clean Harbors or other similar waste management company to give a lab safety spin.

AIChE is hosting their national meeting in Houston in April 2020. The topic is safety this year, so we may be able to pull a speaker from that pool of individuals.

David Germack has given process safety talks in the past. He suggests that there are many other options we could tap into.

- Science Café: Crystal Young

Crystal made contact with a biochemist that own a coffee shop in Katy that would be delighted to host an event with us.

May 23 @ A Second Cup “Chemistry and Coffee for a Cause (Human Trafficking)”

Venue is free of charge, and speakers are volunteers. Budget-wise there should not be too many expenses.

We need to know what the budget is for Science Cafes, so that we can plan adequately.

- Technician Affairs Group (TAG): Carolyn Burnley

## II. Awards Committee: Lisa Houston

### **\*Pulled from Meeting Presentation\***

Invitations sent to potential 2020 members and have received confirmations from 8 – 4 that will continue service and 4 new, including Dawn as ex-Officio. We will kickoff our activities for local award canvassing in March/April.

Canvassing for nominees for 2020 ACS Fellows. I have 2 potential nominees but we can nominate up to 10.

Submitted the ChemLuminary nominations as well as the Helen M. Free Award for Public Outreach for Bob Botto.

Need feedback on checking account status for the SWRM Student travel grants to be processed.

## III. Education Committee: Roxie Allen

- Chemistry Olympiad: Jerry Yang

Info has been sent out for Chemistry Olympiad. Friday March 6<sup>th</sup> is the local section test.

We should expect an update from Jerry soon.

- Project Seed: Carolyn Burnley

Carolyn and Javoris are in the process of recruiting mentors. The mentor application deadline is February 24<sup>th</sup>.

- AACT Liaison: Amiee Modic

No updates, no meetings recently. Last year we had a great turnout with ~15 teachers!

There are ~300 teachers registered with AACT. We don't have access to the list of individuals.

Carolyn is interested in finding mentors in the Prairie View area.

Roxie knows some people in the Waller School District, so we may be able to accommodate students that are interested as far as the Prairie View area.

Amiee is going to check and see if Project Seed info can be shared with AACT members.

- High School Chemistry Clubs Liaison: Jamie Flint  
2 HS chem clubs in the Galveston area.
- Middle School Liaison: Lizzy Pandhi  
We will need to find another Middle School Liaison.
- Scholarship Exam: Tai-Yen  
Date: May 16 @ 10A.M. @ UofH
- Student Affiliates: Kiresha Johnson  
Send contact info to Kiresha so she can reach out to our student groups.
- Science Fairs – Valerie Lafitte

IV. Community Affairs: Kerry Spilker

**\*Pulled from Meeting Presentation\***

CHEVRON STEM: bus equipped with a classroom / 3D printer. Teach engineering principles, generate ideas and turn them into a product. \$500 per visit, but working to eliminate or reduce the charges.

- Chemists Celebrate Earth Week & National Chemistry Week (CCEW & NCW): Kiresha Johnson and Kerry Spilker

In the past CCEW has had a budget of \$400, Sam pointed out that the event typically runs over budget. It would be prudent to expand the budget.

**ACTION ITEM:**

**Executive Board to vote on expanding the CCEW & NCW budget from \$400 to \$500.**

**TABLED – FOLLOW UP WITH SAM TO SEE THE 2020 BUDGET TO ENSURE THE INCREASE IN FUNDS ARE AVAILABLE.**

Date: April 19<sup>th</sup> @ Discovery Green's Earth Day

The theme this year is about Conservation & Recycling.

This is a week long event.

Kiresha is looking to mix up the repertoire of experiments for the kiddos.

Amiee asked that information be shared with her so that she can forward that info on.

- Kids & Chemistry: Bob Botto

Events are typically in the fall.

We had 40 Kids & Chemistry events last year!!! We were able to reach 15,000 kids and their parents over these events.

Bob is considering hosting an event at Texas Children's Hospital.

Bob typically needs a budget of ~\$500 to run his events.

- Education Rainbow Challenge: Eme Abu

- Industry Relations: J.C. Kuo

V. Communications & Technology: Laura Smith Callahan

Handover is in process. Getting events going is in the works.

Cc Laura for all Communications needs.

VI. Strategic Planning: Amber Hinkle

No updates. Amber congratulates the section for defining our goals for 2020.

Kerry's committee will need to get together and begin on Goal 3.

Goal 1 is led by Membership Committee.

Goal 2 is led by Communications with Technology Committee.

No one was specifically named to head those committees, so it fell back on to the committee chairs.

Names (will possibly) be shared with the Goal leaders.

**Shout out to Amber for reviewing our Annual Report. Thank you!**

VII. Membership: David Germack

Slow start to the year. David to coordinate with other board members.

We got Reed! Our **FIRST** volunteer for the 2020 year! WOOT!

## 5. Other Business:

### I. P.O. Box Keys

We do not have any P.O. Box keys. Please turn them in if you have one.

At last update, Carolyn and Shreya have box keys.

No keys provided thus far.

Secretary to hold 1 key copy. A second copy to be held by board member in closest proximity to Box.

**Update as of February 20:**

**Keys have been located and will handed off to Secretary, Proximity Board Member, and Chair/Chair-Elect.**

**Action Item:**

**Transition documents will need to be drafted for ALL Committees and sub-committees by 2020 year end.**

### II. Items on Calendar for Passport Program

208 Passports were printed. Snigdha suggests that names be collected to follow up with passport holders to encourage them to attend stamp-able events.

Dawn is working with Snigdha to get a stamp made.

Board Members WILL NOT be eligible for stamps at Board Meetings.

**Action item:**

**We need events to populate the passport program. Please forward all event info to Laura.**

### III. Reimbursement Policies

Crystal, Carolyn, and Sam met at the bank to smooth out access to the new checking account.

**ALL reimbursement requests MUST be accompanied by a FORMS submission.**

We can request access to FORMS for an additional 3 volunteers so that non-board members can process their reimbursement requests.

### IV. Financial Advisory – Sunny Tang

Sunny suggest that advisory committee get together to file our tax return.

Sunny to notify Sam about meeting to look over the taxes. Kevin to be cc'd since he is also responsible for the tax return.

**Meeting Adjourned At:** 7:47 P.M.