

ASQ Section Board

May 11, 2022

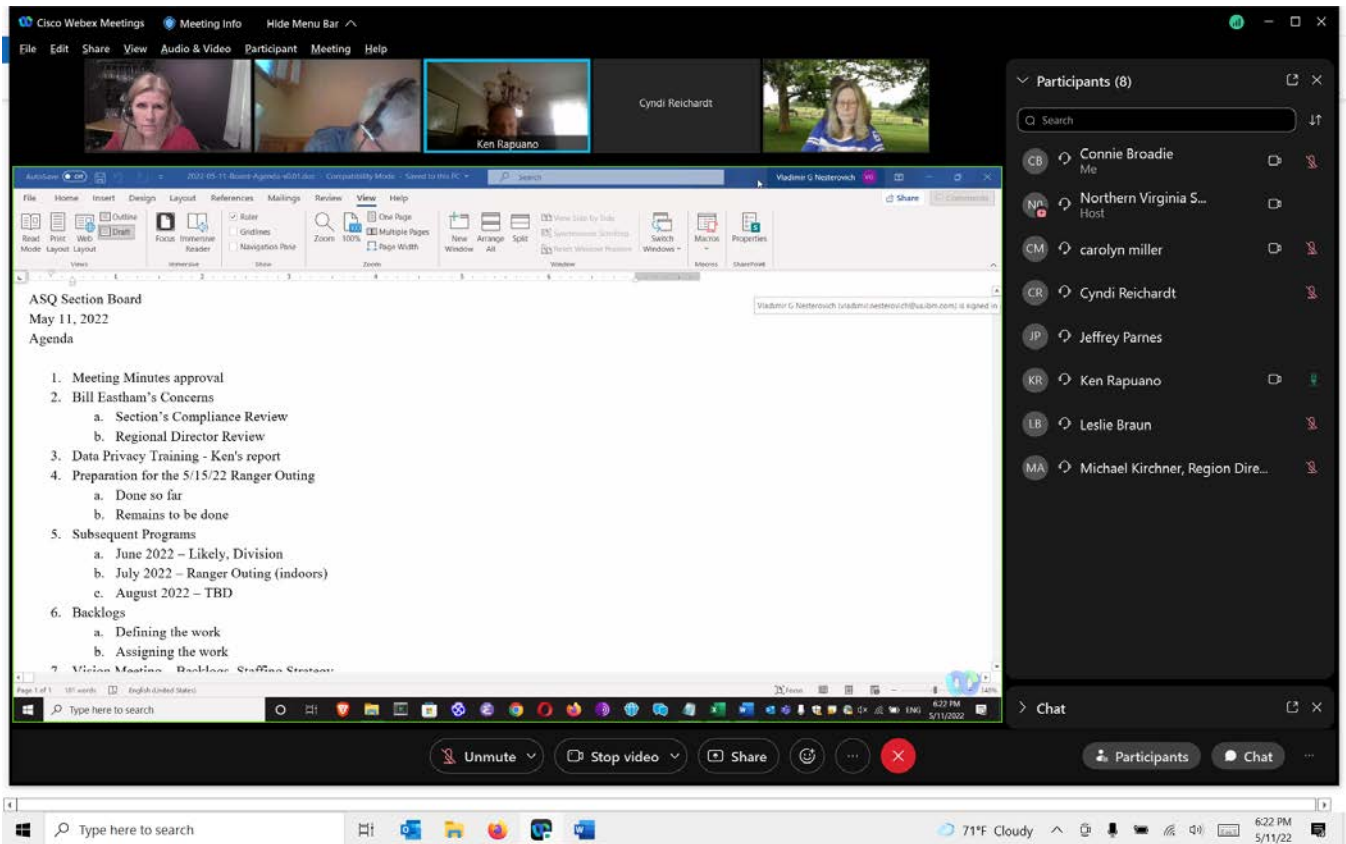
Agenda

Ken confirmed quorum.

1. Meeting Minutes approval
 - a. No corrections. Carolyn approved, Cyndi seconded.
2. Bill Eastham's Concerns
 - a. Section's Compliance Review
 - i. Ken took floor and gave an overview of the email from Bill Eastman providing several objections with the announcement sent out for the Winery Outing. Ken then listed the various things we did as a response to Bill.
 1. We reviewed all available ASQ policies and procedures to ensure we were not out of compliance. Wednesday afternoon the working group (Vladimir, Ken, Connie and Carolyn) met to discuss. We then met with Regional Director, Michael Kirchner, to ensure we were not violating any ASQ policy or previous precedent. After review of policies, budget/business plan, review of the event, everything was appropriate.
 - b. Regional Director Review
 - i. Michael Kirchner took the floor to share his thoughts on the review of everything presented; Bill's concerns, the event details, the policies reviewed, our availability of funds, etc.
 1. Bill will be getting a reply from GCC chair, Nancy Noami. There is no violation of policy that we can see. There is no specific policy regarding the purchase of alcohol with ASQ funds (even within reason- i.e. tastings or moderate ticket options). They may look at implementation of a policy after further review if they find it necessary.
 2. As far as the Section is concerned, this matter is closed, unless it is later found after further review that there is an issue to be addressed.
 3. Should we be asked to weigh in again, answers should only come from Ken, Compliance Officer. If Bill asks for more than what has already been requested, we should direct him to Nancy (GCC chair).
 - c. Vladimir summarized and asked if there were any questions.
 - i. Jeff said we have had these events before and was not aware of any policies or guidance, and had not received any complaints or issues with prior events.
3. Data Privacy Training - Ken's report
 - a. Everyone on the call has completed the training. Those who have not completed the training will not have access to SharePoint. Everyone in an elected position has complied. There are 3 listed who have not complied. Michael sent those names to Ken.
4. Preparation for the 5/15/22 Ranger Outing
 - a. Done so far
 - i.
 - b. Remains to be done
5. Subsequent Programs
 - a. June 2022 – Likely, Division Vladimir has several ideas, but has not had time to work them.
 - b. July 2022 – Ranger Outing (indoors)

- c. August 2022 – TBD
- 6. Backlogs
 - a. Defining the work
 - b. Assigning the work
- 7. Vision Meeting – Backlogs, Staffing Strategy
 - a. Staffing Strategy
- 8. Streaming Initiative (from August 2021)
 - a. Training
 - i. Jeff to send out a Doodle to Board to test equipment at his home.
 - 1. Muzaffar
 - 2. Vladimir
 - 3. Connie action item look to last meeting to see who else volunteered for this.
 - b. Options
 - i. Streaming – full
 - ii. Streaming – Plan B (WebEx)

Vladimir adjourned meeting at 7:19, Cyndi Seconded it.



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Participants (8)

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- Connie Broadie Me
- Northern Virginia S... Host
- carolyn miller
- Cyndi Reichardt
- Jeffrey Parnes
- Ken Rapuano
- Leslie Braun
- Michael Kirchner, Region Dire...

Chat

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2022-05-15-Raritan Springs Winery Outing Checklist v6.02.xlsx

Viewing Northern Virginia Se...

PROTECTED VIEW Be careful—files from the Internet can contain viruses. Unless you need to edit, it's safer to stay in Protected View. Enable Editing

A	B	C	D	E	F	G	H	I
1	TASK	ASSIGNED TO						
2	1 Check with Michael Kirshner/Component Relations to see the what current ASQ waiver requirements are.							
3	2 Work with Kyu to access ePLY to create event so that people can register and pay online in advance.							
4	2a Provide Section with Registration Information							
5	3 Announce Event via email and on website and MyASQ frequently until registration is full	Jeff Parnes						
6	4 Prepare attendance Roster with those that have registered							
7	5 Prepare materials needed (print roster, waivers if needed) and bring to event							

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Participants (7)

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4	2a Provide Section with Registration Information	Connie, Jeff	DONE					
5	3 Announce Event via email and on website and MyASQ frequently until registration is full	Connie, Jeff	DONE					
6	4 Prepare attendance Roster with those that have registered	Ken	In PROGRESS					
7	5 Prepare materials needed (print roster, waivers if needed) and bring to event	Connie, Ken	TO BE DONE					
8	6 Assure ticketing and wine glasses	Ken	In PROGRESS					
9	7 Food	Carolyn	In PROGRESS					

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Cyndi Reichardt Northern Virginia Se... (Host)

2022-05-15 Paradise Springs Winery Outing Checklist v0.02.xlsx

TASK	ASSIGNED TO	STATUS
1 Check with Michael Kirshner/Component Relations to see the what current ASQ waiver requirements are	Vladimir	DONE
2 Work with Kyu to access ePLY to create event so that people can register and pay online in advance.	Jeff Parnes	DONE
2a Provide Section with Registration Information	Connie, Jeff	DONE
3 Announce Event via email and on website and MyASQ frequently until registration is full	Connie, Jeff	DONE
4 Prepare attendance Roster with those that have registered	Connie, Ken	In PROGRESS
5 Prepare materials needed (print roster, waivers if needed) and bring to event	Ken	TO BE DONE
6 Assure ticketing and wine glasses	Carolyn	In PROGRESS
7 Food Acquisition	Carolyn	In PROGRESS
8 Food provision	Carolyn, Conn	TO BE DONE
9 Signature Collection	Carolyn, Ken	TO BE DONE

Participants (7)

- Connie Broad...
- Northern Virginia S... Host
- carolyn miller
- Cyndi Reichardt
- Ken Rapuano
- Leslie Braun
- Michael Kirchner, Region Dire...

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Cyndi Reichardt carolyn miller

2022-05-15 Paradise Springs Winery Outing Checklist v0.02.xlsx

Viewing Northern Virginia Se...

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10 Registration of participation based on PDF copy	Cyndi	

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Cyndi Reichardt Ken Rapuano

Participants (7)

- Connie Bro...
- Northern Virginia...
- carolyn miller
- Cyndi Reichardt

Chat

to carolyn miller (privately): 6:14 PM
was it you that approved and Cyndi seconded?

from Michael Kirchner, Region Director, South Atlantic to everyone: 6:47 PM
I can refer you to a member in Atlanta who has worked to integrate eply with their registrations

from Michael Kirchner, Region Director, South Atlantic to everyone: 7:17 PM
Loop closed with Jeff. I'll send it to him

To: Everyone

Enter chat message here

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Participants Chat

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Registration of participation based on PDF copy

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10:54

Layout

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RO Coordination
May 11, 2022
Agenda

1. Should we change any of our decisions regarding ROs in light of Bill's email?
2. How many ROs should be in a year?
3. In which months to do them, specifically, should we impose a 2-month break between them?
4. How much in advance should the ROs be announced?
5. Should we have sequence in which we register people?
6. Does a non-member need to be sponsored by an attending member?
7. Who should pay / who should not?
8. How much should the pay be?
9. Should we charge for the meal?
- 10.
- 11.
- 12.
13. [Ken] Pre-announcement SLC reservations limited to the Arranger (or delegate) and an Assistant.
14. [Ken] Other SLC members do not register until X hours after the general announcement is made.

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Meeting Info

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19:31

Layout

Sign In

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RO Coordination
May 11, 2022
Agenda

1. Should we change any of our decisions regarding ROs in light of Bill's email?
 - a. Bill's personal problems - No.
 - b. Bill's remarks on the merits
 - i. Alcohol: No, unless ASQ comes up with a different policy.
 - ii. Quality: We ALREADY have the position that ROs are quality educational events.
2. How many ROs should be in a year?
 - a. Restore the practice that we had - in addition to other meeting formats that we have introduced.
 - b. Help Vladimir cope with the program.
3. In which months to do them, specifically, should we impose a 2-month break between them?
4. How much in advance should the ROs be announced?
5. Should we have sequence in which we register people?
6. Does a non-member need to be sponsored by an attending member?
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- 10.

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Agenda

Additional formats:

- (1) Our Previous Speaker: Update to a previously given presentation (e.g., > 3 years ago as a recert cycle).
 - a. WITHIN section 0511
 - b. OUTSIDE section 0511
- (2) QP Review - annual:
- (3) ASQ Annual Conference Review
- (4) Volunteered to speak, with floor to participants

1. Should we change any of our decisions regarding ROs in light of Bill's email?
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b. OUTSIDE section 0511

(2) QP Review - annual:

(3) ASQ Annual Conference Review

(4) Volunteered to speak, with floor to participants

(5) October - to allow elections

1. Should we change any of our decisions regarding ROs in light of Bill's email?

a. Bill's personal problems - No.

b. Bill's remarks on the merits.

i. Alcohol: No, unless ASQ comes up with a different policy.

ii. Quality: We ALREADY have the position that ROs are quality educational events.

2. How many ROs should be in a year?

a. Restore the practice that we had - in addition to other meeting formats that we have introduced.

b. Help Vladimir cope with the program.

c. 4 allows using weather patterns: Winter / Summer - inside, Spring / Fall - outside

3. In which months to do them, specifically, should we impose a 2-month break between them?

a. Weather is more important: January / May / July / September - indoor / outdoor

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5. Should we have sequence in which we register people?

a. Board plus priority guests

b. Section

c. Blast

6. Does a non-member need to be sponsored by an attending member?

a. ePly

7. Who should pay / who should not?

a. (Board / Section) / Guests

8. How much should the pay be?

a.

9. Should we charge for the meal?

a. **Meal is for networking.**

10. Should we sell the tickets?

11.

12.

13.

14.

15. [Ken] Pre-announcement SLC reservations limited to the Arranger (or delegate) and an Assistant.

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5. Should we have sequence in which we register people?
a. Board plus priority guests
b. Section
c. Blast

6. Does a non-member need to be sponsored by an attending member?
a. eFly

7. Who should pay / who should not?
a. (Board / Section) / Guests

8. How much should the pay be?
a. \$25 - \$15 - \$10

9. Should we charge for the meal?
a. **Meal is for networking.**

10. Should we sell the tickets?
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15. [Ken] Pre-announcement SLC reservations limited to the Arranger (or delegate) and an Assistant.

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