

ASQ SECTION 0511 BOARD MEETING MINUTES OF 4-FEBRUARY 1999

ATTENDANCE

	JUL-9	AUG-6	SEP-10	OCT-1	NOV-5	Nov23	JAN-7	FEB-4	MAR-4	APR-1	MAY-6	JUN-3
CHAIR	P	P	P		P	P	P	P				
VICE-CHAIR			P	P			P	P				
PAST CHAIR	P	P	P	P	P	P	P	P				
SECRETARY	P	P	P	P	P	P	P	P				
TREASURER	P	P		P	P	P		P				
CQC												
EDUCATION		P*	P	P	P			P				
ELECT-MEDIA	P	P	P		P	P	P	P				
EXAMINING					P	P		P				
HISTORIAN		P	P	P	P	P	P	P				
ISO9000												
MEMBERSHIP	P	P	P	P	P	P	P	P				
NQM	P	P	P	P	P	P	P	P				
NEWSLETTER			P		P		P	P				
PROGRAMS	P	P	P	P	P	P	P	P				
PUBLICITY	P				P	P	P					
QUAL-LIASON		P						P				
SMP												
STUDENT ACTIVITIES												
HEALTH CARE												

4-FEB-99
ASQ 0511 Board Meeting
Qwest Building

Agenda

- 1 Approve January Minutes

The January Minutes were approved.

- 2 MOP Report – Wise

Bob Wise reported that the Measuring Organizational Performance Workgroup started in March, 1994. It was initiated under the Education Committee. Forty-four people showed for the first meeting.

Currently 30 members pay \$20/yr to get on mailing list. An average of 12 to 15 members attends the monthly meetings.

Bob asked about recognition for VSE Corporation, who provides the meeting space for the group. The board authorized him to purchase a plaque with the ASQ logo on it to present to VSE.

Mr. Wise explained that the group has met 57 times and intends to celebrate its five-year anniversary in March of 1999. The meeting formats have varied to include presentations by invited speakers to simulations of consultant assignments. An objective of the meetings has been to foster a high level of interaction.

The group's financial status is one of independence. In 1998, the group's operational capital is \$600 (30*\$20 = \$600) and the expenses to date are \$329.30.

The MOP group will continue to be sponsored by ASQ 0511 Educational Committee.

3 Treasurer's Report – Donovan

Greg Donovan reported \$18,800 as the balance.

Bill Casti asked the treasurer to review the issue of financial support for the Section Chair and Vice Chair to attend the National ASQ Conference. A report at the next meeting was requested.

Greg reported that the US Coast Guard, through a Collection Agency is requesting reimbursement of \$500 from the Section. Greg will pursue the circumstances of this request and take appropriate action to get it resolved. He will report status at the next meeting.

4 Region 5, ASQ Workshop – Casti

Bill Casti will report to the Region the names of Sectional attendees to the meeting scheduled for Saturday, February 27, in Trevoise, PA. Bill requested names of attendees by February 15.

5 1999 ASQ Research Fellowship Grant – Casti

Proposals are due to ASQ HQ by 2/15/99.

6 Section Library – Burke, Schaffer

Roger Schaffer reported that the library has been located and that an inventory listing will be prepared on an "as time is available" basis. The estimate is that the Section's properties consist of about 10 linear feet of materials.

7 March Meeting in Loudon – Casti, McArthur

Confirmation of location was not accomplished; therefore, the Loudoun meeting will be re-scheduled to May.

8 April Meeting at JR's Stockyard – Coley, McArthur

The group agreed to hold the April Dinner Meeting at JR's Stockyard on April 15. Jim Coley and Sue McArthur will assure the necessary agreements, plans and communications are accomplished.

9 Membership Development – Eastham, Gavagan

Tim Gavagan has contacted ASQ HQ and is awaiting guidelines regarding advertisements in local journals and newspapers.

Bill Eastham reported 842 members.

Bill Casti had done some analysis of the membership, based on telephone area codes to establish the number of members in Loudoun County. His finding was 132, however; flaws in the technique were suspected, so he will redo the sortation and report results at the next meeting.

10 Northern Virginia Regional Science & Engineering Fair – Casti
Saturday morning, 13 March 1999, at Wakefield High School, Arlington VA

Casti, Gavagan, and McArthur are volunteer judges. The Board approved 3 cash prizes – 300, 200 and 100 dollars respectively for the project category that is most related to the Quality Sciences.

11 Training/Certification Location (Newbridge) – Casti

This report was tabled upon Bill Casti's request, he noted that Newbridge is investigating their willingness to support the Section by providing space for the activities. It was noted that prep classes begin in April for the next round of certification exams.

12 Logo Contest – Eastham

There were eight submissions. Bill Cast's design was voted the winner, entitling him to the \$100 prize.

13. January Dinner Meeting – McArthur

Sue McArthur reported that 26 people attended and 24 paid for the dinner. She was pleased with the improved level of greetings for guests and the improved sign in sheet.

14. February Dinner Meeting – McArthur

Don Wilson will be the featured speaker and the meeting will be held at MARCO POLO Restaurant on February 10.

15. R, W, and B Reports

The Reports were tabled.

16. Committee Reports

Don Hendrix reported one class was ongoing. There have been no sign-ups for the upcoming Software Quality Engineer, Quality Engineer or Quality Auditor courses.

Don Hendrix reinforced that the schedule for examinations has changed and suggested the information should be highlighted in the next newsletter.

Yvonne Fernandez volunteered to work with Don Hendrix by occasionally taking a class session (one evening) during the course of the training schedule.

Yvonne Fernandez asked for ideas to support her role as Liaison. Bill Casti suggested she should coordinate her efforts with Bill Eastham, Membership Chair to attract and maintain support for ASQ and Quality in the region.

Jim Coley reminded us of the upcoming deadline for articles for the newsletter.

Roger Schaffer reported that the next Exam date will be March 6, followed by the first Saturday in June. Roger commented that the location for the June examinations will need to be reported to ASQ HQ in order that they properly identify the location in the registrations sent to the examinees.

