

American Society of Mechanical Engineers Safety Engineering and Risk Analysis Division

Executive Committee Meeting Monday, October 6, 2008

Executive Committee 2008 – 2009		
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1. Attendees:

- Executive Committee: John Etherton, Enrique Susemihl, Chinh Bui, Curtis Smith, John Lyver
- Other: Tom Wendt (AMSE – Wisconsin)

2. **Call to Order:** The meeting was called to order at 1:10pm. Meeting was via conference call.

3. **Meeting Minutes:** The meeting minutes from August 27, 2008, was discussed and approved as written.

4. Action Items List:

- SERAD bylaws (P. Prassinis)
 - i. Work was reported as continuing
 - ii. C. Bui's sent comments to P. Prassinis
 - iii. J. Etherton will work with P. Prassinis to finalize the bylaws and get them to

ASME NY Office

- Action remains open until accepted by ASME.
 - J Etherton is the contact for the Global Management Conference session
 - i. He is putting together a call for volunteers which should be out in Oct
 - ii. He will get an e-mail out to the SERAD Div members to get a volunteer for the Conference Committee
 - Action remains open until transferred to new Conf POC.
 - SERAD Financial Information
 - i. C Smith still waiting for updated financial information from Tom Wendt
 - ii. Tom said that he would forward data in a few days.
 - iii. C Bui has reviewed the data with C Smith and thinks it's good.
 - iv. Last financial data is as of 6/30/08.
 - v. C Bui's concern raised at the previous meeting was addressed
 - vi. J Etherton will resubmit request for financial data.
 - Action remains open until ASME provides quarterly data
 - Recurring discussion item each quarter.
 - Student paper winners have fees waived at IMECE.
 - i. Exec Committee agreed to pay 1 day reg fee from SERAD.
 - Action closed.
 - SERAD Dinner at IMECE '08
 - i. E Susemihl is sending out invitations to former SERAD chairs
 - ii. Invites already sent to presenters.
 - iii. Enrique has reserved a room on Tues from 5:30-7 via Jacinta McComie (ASME HQ).
 - Action can be closed at IMECE '08.
4. Executive Committee welcomed John Lyver to the committee.
- 5. Treasurer's report:**
- C Bui and C Smith have nearly completed turnover
 - Last report was baseline 6/30/08, no problems noted.
 - Open action item to get printout from ASME with actual figures.
- 6. IMECE 2008:**
- Technical Sessions:
 - i. Copies of tech sessions schedule was sent to Exec Committee members.
 - ii. J Etherton reported that it looks OK.
 - iii. No additional problems were noted.
 - **Panel moving forward.**
 - i. Panel members do not have to pay for session.
 - **Menu is decided for the banquet.**
 - i. Speaker is Dr. George Apostolakis.
 - ii. J. McComie has arranged for former chairs to be admitted without a charge
 - iii. Poster for the SERAD dinner entrance door, J. McComie needs to do.
 - iv. E. Susemihl will ask for photographer support from Jacinta
 - v. EC look into if wives/guests of presenters have to pay for SERAD dinner.
 - SERAD website: need to update. J Etherton will contact ASME.

- registration. No problems noted
 - Eng Tech Management Board: Enrique will be the alternate SERAD member.
7. Other business:
- Agreed. P PRASSINOS will be SERAD's nominee for Group leader.
 - ASME sent out a copyright form and question was if it was in addition to IMECE
8. **Next EC Member: Tues, Nov 4 at IMECE at 4:30pm.**
9. **Meeting Adjournment:** The meeting adjourned at 1:55 pm (EST) with a reminder to vote early.