

## American Society of Mechanical Engineers Safety Engineering and Risk Analysis Division

### Executive Committee Meeting August 3, 2010

Executive Committee 2010 – 2011		
<b>Chinh T. Bui</b> <b>2010-2011 Chair</b> Manager of Product Safety & Reliability Hamilton Sundstrand Company 1 Hamilton Road Windsor Locks, CT 06082 T: 860-654-3028 F: 860-660-3051 E: chinh.bui@hs.utc.com	<b>Curtis Smith</b> <b>1<sup>st</sup> Vice Chair</b> Distinguished Staff Engineer Idaho National Laboratory Idaho Falls, ID 83415-3850 T: 208-526-9804 F: 208-526-2930 E: Curtis.Smith@inl.gov	<b>John W. Lyver, IV</b> <b>2<sup>nd</sup> Vice Chair</b> Manager, Nuclear Flight Safety Assurance NASA Headquarters 300 E Street, SW Washington, DC 20546-0001 T: 202-358-1155 F: 202-358-3104 E: JLyver@NASA.GOV
<b>Jim Harris</b> <b>3<sup>rd</sup> Vice Chair, Treasurer</b> Research Safety Engineer Division of Safety Research National Institute for Occupational Safety and Health (NIOSH) 1095 Willowdale Rd. MS-G800 Morgantown, WV 26505 T: 304-285-6120 F: 304-285-6047 E: jrh6@cdc.gov	<b>W. R. (Bill) Byrd</b> <b>4<sup>th</sup> Vice Chair, Secretary</b> President RCP Inc. 801 Louisiana St., #200 Houston, TX 77002 T: 888-727-9937 F: 713-655-8083 E: wrb@rcp.com	

#### Attendees:

- Executive Committee: Chinh Bui, John Lyver, Jim Harris, Bill Byrd
- Other: Marian Heller
- Not able to attend: Curtis Smith,

1. **Call to Order (C. Bui):** The meeting was called to order at 10:45 am (EST). Meeting was conducted by teleconference.
2. **Review/adoption of minutes from June 29, 2010 (all):** Latest draft minutes were approved conditional on adding an action item , #25, concerning the updates having been made to the SERAD bylaws.
3. **Update on SERAD Bylaws and Website (C. Bui):** The bylaws were revised by C. Bui, per comments received, and transmitted to Pete Prassinis. Jacinta has updated the website, and all previous minutes have been posted.

4. **Treasurer's report (J. Harris):** Jim still doesn't have access to the financial part of the website. Access has been requested. FINANCIALS HAVE BEEN REDACTED. There was a discussion about how much money SERAD should keep in reserve to fund its annual activities.
  - a. Still need to have ASME combine the two accounts. John Lyver will send an e-mail to M. Heller, cc: C. Bui and J. Harris, to request this in writing.
  
5. **Review of action items list (all):** The action item list from the prior meeting was reviewed and updated. The open Action Items have been incorporated into these minutes, as sub-bullets under their appropriate headings.
  
6. **IMECE Technical Coordination (W. Byrd):** Paper reviews are on-track, and session scheduling requests have been made. Revised draft papers, if required, are due by August 9, and final papers by August 16.
  - a. W. Byrd will send information to Topic coordinators about how to finalize the review process. He will also investigate how to accept the technical presentation in C. Bui's track.
  
7. **IMECE EC Meeting / Awards (Lyver / Heller):** We will have a luncheon instead of a dinner at this year's IMECE Congress. There will be no special speaker, which should allow us to stay within the congress schedule.
  - a. M. Heller will secure a date and time for a SERAD EC face-to-face meeting during IMECE, tentatively scheduled for 4 pm on Tuesday, Nov. 16.
  - b. J. Lyver and C. Bui will work on the awards for the outgoing chair, the IMECE chair, and the student awards.
  - c. J. Lyver will finalize the IMECE 2010 awards event with Stephen Crane, and get a budget and estimated attendance.
  - d. Jim Harris will contact Bill Doerr (FM Global) in August regarding making a donation for the luncheon and the student design contest (after J. Lyver talks to Brian Brady, and finalizes the details for the awards event)
  
8. **Student Design Contest (Lyver / Brady):**
  - a. J. Lyver will contact Brian Brady regarding sponsors of the design contest, and, if necessary, an e-mail to be sent clarifying this issue. Also discuss if there is sufficient participation by students, and if the awards are appropriate.
  - b. J. Harris will Follow up with Brian Brady regarding potential NIOSH contribution to the design contest.
  
9. **Newsletter and other initiatives (W. Baun):** Ward Baun was unable to participate in this

call. He plans to continue the SERAD newsletter and will be participating in future EC meetings. He plans to do the newsletter quarterly, with the next edition in 3Q 2010.

**10. Update on the Energy Challenge (C. Bui):** There are 3 task forces within DOE, composed of 7 to 8 people each, meeting every 2 weeks to address these initiatives.

**11. Update on Other Committees (all):** There were no updates from other committees.

**12. Other Business (all):**

- a. At our next EC meeting, we will discuss various ways to increase income to SERAD, in order to fund additional future activities.

**13. Next EC Conference:** The next conference call is scheduled for Tuesday, September 14, at 11 am Eastern time, for 1 ½ hours.

**14. Adjourn:** The teleconference adjourned at noon EST.