

LV-ASQ
September 2012 Board Meeting Minutes
(November 8, 2012 at Stefano's Restaurant 6:30 PM)

Jennifer Anderson
Steve Bogar
Emil Lenchak
Dick Smith
Chris O'Neill

Cease Blocker
Tim Foldes
Walt Milinichik
Rich Wagner

Barb Blythe
Dave Evans
Susan Pavelko
Ruth Barnett

Note: **Bold** denotes those attending

Prepared by: **Tim Foldes**

1) Motions approved:

- a. September 2012 meeting minutes approved with no changes. There was no October meeting.

2) Reporting:

a. Treasurer's Report

- i. No report available for November.
- ii. Treasurer's report for October was reviewed and approved. See treasurer for report.
- iii. Our credit card processor requires a policy and awareness program for the protection and security of the credit card information of our 'customers'. Chris will create these documents based on the template provided by the company.

b. Membership

- i. The section has 389 members plus 3 new ones. In addition there are 51 unpaid members for a total of 443.

c. Education

- i. Dick reported that there are 5 students in the 4 day CQE review course. Two other scheduled courses were cancelled due to low enrollment. The Problem Solving class was also cancelled.
- ii. Conference ideas for May 2013- there is no additional information on this.
 - 1. Risk Management- Julie Congress. Ruth discovered that this is not her area of expertise. No longer under consideration
 - 2. Ruth said she is in contact with Jim McClain who runs a speaker's bureau for the Biomedical Division. He had suggested two speakers. A RA generalist and Biomedical related person. Ruth will keep looking.
 - 3. Proactive Supplier Management for Medical Devices- John Freije. Full time consultant, will be inducted as an ASQ fellow. Also from Indianapolis.
 - 4. QI Macros (excel macro templates for statistical analysis). J. Arthur.

d. Schedule for 2012-2013 Monthly Meetings

- i. Nov. – Presentation at St. Luke's Hospital (with a short tour of ER) had to

be cancelled due to speaker's unavailability. This has been rescheduled to February. The group will go to Rosanna's afterwards.

- ii. November- Ruth will make a presentation on the Six Sigma SIPOC topic.
- iii. No December meeting
- iv. Jan.- Gary Delserro: HALT (Highly Accelerated Life Testing).
- v. Feb. – Presentation at St. Luke's Hospital
- vi. Mar.- open. Dick to contact a person who spoke at the Reading Chapter last year.
- vii. Apr.- Cease has arranged for a tour of Lehigh Valley Plastics. Ref Mike Humza
- viii. May- open. Possible short preview of the presentation for the seminar to follow the next day. Discussed an Iron Pigs outing like earlier this year.

Dick could speak on the topic of "mathematics of Six Sigma" if we cannot fill a slot.

e. Miscellaneous

- i. Discussed subsidizing some of our seminars by charging less for them to attract more participants.
- ii. Dave contacted NCCC concerning a scholarship we sponsor related to quality education. There were three students in the Applied Quality and Standards program but two transferred out and the last one failed a quality course.
- iii. Dave provided the program description.
- iv. Our representative in the Lehigh Valley Engineering Council is no longer a member of the board. Rich volunteered to be our representative. Tim Foldes will be his alternate.
- v. The Board decided to have a board meeting on December 13. Priority topics will be 1) May Conference, 2) Program for March, 3) Credit Card Policy