

Minutes  
Florida Industrial Pretreatment Association  
Board of Directors Meeting, Orlando  
February 17, 2005  
7:00 p.m. – 8:30 p.m. ET

<b>FIPA Position</b>	<b>Present</b>	<b>Board Member FY04</b>
President	No	Andy Johnson
Vice President	No	Mark Mathis
Treasurer	Yes	John Parnell
Secretary	Yes	Kim Ouellette
Northern Regional Coord.	Yes	Dan Parnell
Central Regional Coord.	Yes	Rob Powers
Southern Regional Coord.	Yes	Kassandra Barnes
Past President	Yes	Brian Dean

Meeting called to Order at 7:00 pm by FIPA Treasurer John Parnell.

**New Business**

1. Summer Workshop has been scheduled for June in Clearwater. Tentative dates are June 16, 17 or June 23, 24. The registration fees will be \$10.00 for members and \$20.00 for non-members. Sponsor fees will be \$500.00 for a table to display materials and \$1,000.00 for 15 minutes of speaking time and a table to display materials. The workshop topic will be determined at a later date. Kim needs a final agenda and all meeting information no later than May 1, 2005.
2. The Annual General Membership meeting will be held in October or November in the Southern region.
3. Spring Short is being held March 28 – April 1, 2005 in Lake City. A minimum of 8 students is required per course. John Parnell will update the Board around March 11, 2005 if any additional instructors are needed.
4. The Treasurer update is attached.
5. Dan made a motion to present Ken Wilkee of Anheiser Busch with a gift certificate not to exceed \$25.00 for donating his time to lead our members on a tour of the brewery. Kim seconded, all in favor.
6. A motion was made to offer a lifetime membership award to an outstanding member of the FIPA. Kim will work on criteria for the award. The board will discuss further at the June meeting.
7. The board unanimously approved the door prizes for Fridays workshop to be two prizes, each \$50.00 cash.
8. Dan Parnell offered to draft a vendor/sponsor form for use prior to the next workshop.

**Old Business**

1. The Education Committee supplied an update to the status of each sub-committee.
  - o The curriculum sub-committee: Dan supplied a list of current B & C class topics (see attachment). John Parnell has rewritten the C class manual. The rewritten manual combines traffic safety, confined space, exposure to pathogens and chemical hazards into one chapter. Field sampling activities and sampling preparation have been combined into one chapter and Industrial Survey has been moved to the B class manual. Kassandra is in process of restructuring the B class manual. She already has some members who have volunteered to rewrite/update B class chapters. Andy will solicit members to volunteer to author remaining chapters during the Friday workshop lunch update. A goal was set to have the B class manual in draft format by the June meeting. Mark Mathis is in charge of the A class. A proposal was made to model the A class after the WEF/EPA IPP training. Mark will draft the A course curricula and notify the board. Dan can have course materials printed at cost through JEA.
  - o The accreditation sub-committee: Brian Dean has been in contact with both FWPCOA and FWEA concerning FIPA workshops and short schools receiving accreditation. FWPCOA stated they would charge \$5.00 per person for CEU's. Brian has a meeting with FWEA on February 21, 2005 to discuss accreditation. Brian will update the board after the meeting. The board agreed that if both organizations are willing to accredit our courses, the FIPA will align with the organization that best matches our membership.

2. The continued purchase of presentation equipment was discussed. The projector was purchased in December. Kim made a motion to purchase a laptop computer, John seconded. All in favor.
3. Kim will investigate the purchase of plaques that will be presented to former FIPA presidents at the Fall meeting.
4. Dan will have the next issue of the Pretreatment Communicator out in April. He requested articles from board members to include in the next issue. Andy will make a request to membership at Friday's workshop for members to contribute articles.
- 5.

Dan motioned for adjournment, Rob seconded, all in favor, meeting adjourned at 8:30pm.