

Midwest Plains Chapter – CHMM 2010 Annual Operating Plan



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Please feel free to contact any Board Member for questions or assistance!

I. Introduction

The following sections detail the Midwest Plains Chapter's annual operating plan as required by Article V of the Chapter By-laws. This plan is brief and is designed to allow for the maximum amount of flexibility as required by a servant organization such as ours. Therefore, it is expected that elements outlined below may be added to, modified, or eliminated all together as the year progresses. Such changes will be approved by a vote of the Board or, in the case of unplanned expenditures, a vote of the general membership.

II. Objectives

The Chapter's primary objective is to continue to grow the membership in an effort to further promote the credential and to provide greater opportunities for peer interaction and information exchange. Therefore the following objectives are listed:

- Expand Chapter membership to 45 paid members.
- Qualify and nominate the Chapter for the "Honor Roll of Champions" and at least one Chapter Member as a "Champion of Excellence".
- 60% of Chapter Membership also paid members of Alliance of Hazardous Material Professionals.
- Strive to have 50% of Chapter membership present at all quarterly meetings.
- Award monetary scholarship(s) to a graduating high school senior entering a science or engineering accredited college program.
- Assist with the future of the Iowa Chapter, either as an independent Chapter or as a satellite of the Midwest Plains Chapter.
- Establish a committee to update and keep current the Chapter website.
- Co-Sponsor an EHMM overview course.
- Participate in at least two non-CHMM events (e.g., a CHMMunity outreach project, household hazardous waste collection efforts, etc.)
- Ensure that at least one Chapter member attends the National ACHMM Conference (September 12-15, 2010 in Atlanta, Georgia).

III. Quarterly Meetings for Membership

The following is a tentative list of 2010 meeting dates and topics, subject to change as necessary:

Meeting #1 – January 20 / 1st Quarter 2010 in Lincoln, NE hosted by Nebraska Air Quality Specialties (NAQS). Topic – Greenhouse Gas Reporting Rule. Speaker – Piyush Srivastav, President of NAQS. Lunch provided by NAQS.

Meeting #2 – May 12 / 2nd Quarter 2010 in Omaha, NE hosted by Omaha Public Power District (OPPD). Topic – Omaha Combined Sewer Overflow (CSO) Program. Speaker – Marty Grate, Omaha Public Works Department. Lunch provided by OPPD.

Meeting #3 – August 11 / 3rd Quarter 2010 in Bellevue, NE hosted by URS Corporation and Offutt Air Force Base. Topic – Zebra Mussel Eradication of the Base Lake. Speaker – Brian Osborn, Project Manager at URS Corporation. Lunch provided by URS Corporation.

Meeting #4 – November 3 / 4th Quarter 2010 in Lincoln, NE hosted by University of Nebraska Lincoln. Topic - Quilt Center; a LEED Silver construction project. Speaker – Alan Wedige, Project Manager/Designer University of Nebraska - Lincoln. Lunch provided by Aquaterra Environmental Solutions, Inc.

IV. Chapter Business - Calendar of Events

In addition to our planned meetings, the following critical dates are included to assure that Chapter Business is completed in a timely manner:

January

1. Complete annual report and submit to AHMP.

April

2. Complete tax paperwork and submit to the IRS.
3. Complete required state filings and submit to Secretary of State.
4. Review scholarship applicants.
5. Select and award scholarships.

May

6. Present scholarship award at Chapter meeting.

July

7. If VP elects not to attend National Conference, seek nominees for National Delegate Stipend. Hierarchy for selection is VP, followed by Board Member, followed by General Membership. If multiple nominees within category, vote by Board (simple majority).

August

8. Seek nominees for 2011 officers.
9. Dues for upcoming year to be established at Chapter meeting.

September

10. Send out ballot with vote due by October 1st.

November

11. Hold 2010 / 2011 transition meeting.

December

12. Finalize and approve 2011 Annual Operating Plan (by 2011 BOD).
13. Notify pool of potential scholarship applicants (if approved in Annual Operating Plan).

V. Annual Budget

As the end of 2010, the Chapter had in excess of \$10,000.00, due to the success of past CHMM Overview Courses and several Meeting/Lunch sponsors, which included RDG Geoscience & Engineering and URS Corporation.

At present, there are seven major expenditures planned for 2010:

- Scholarship Award (\$1,000-\$2,000).
- Four Chapter Meetings (\$250 each).
- Annual Website Maintenance (\$500).
- Summer Day Out (\$500).
- KNB Golf Tournament Hole Sponsor (\$650).
- Chapter Stipend for Annual Conference Attendee (\$500).
- December Holiday Dinner (\$500).

Miscellaneous expenses may include Meeting and Board Meeting expenses, Postage, copying/reproduction, marketing materials, etc.

The Immediate Past President will obtain corporate sponsorship to offset the costs of the major expenditures. Expenses not identified in this plan greater than \$50 will be approved by a simple majority of the Board.

VI. Dues

Annual dues for 2010 will remain at \$25 for both certified and affiliate members. To remain in good standing in the Chapter, dues are to be paid by April 1, 2010. Dues for 2011 will be discussed at the 3rd 2010 Chapter Meeting so that any changes can be communicated to AHMP no later than August 31st as required by the Affiliation Agreement.

VII. Miscellaneous

The Chapter will continue to explore additional opportunities for further Chapter growth and the CHMM credential, to include nominating the Chapter for the "Honor Roll of Champions", assisting in the development of the Iowa Chapter, exploring opportunities for joint meetings with other EH&S professional groups, and ensuring that at least one Chapter member attends the National AHMP Conference September 12-15, 2010 in Atlanta, Georgia.