



## **HAWAII CHAPTER BOARD OF DIRECTORS MEETING AND GENERAL MEMBERSHIP MEETING MINUTES WEDNESDAY, MAY 8, 2013**

**Meeting Date:** Our meeting was held Wednesday, May 8, 2013, at the Aston Waikiki Beach Hotel on the 21<sup>st</sup> floor in the Coconut Club room.

**Attendance:** Forty-five attendees were listed on our RSVP list (see attachment). Board member Bernie Kodep was not present at this meeting due to job priorities.

**Meeting Called to Order:** The Board of Directors Meeting was called to order by President Rose Galera at 9:05 a.m. and the General Meeting at 10:05 a.m.

**Collect/Pledge:** All members and guests said The Collect and the Pledge of Allegiance together.

**Sponsor:** A big MAHALO to the General Manager Mark de Mello and Executive Housekeeper Marissa Cacacho for sponsoring today's chapter meeting. Also, we thank you for your hospitality and for hosting a delicious continental breakfast buffet for us. It was very filling!

**Installation of New Officers:** Derrick De Mello (1<sup>st</sup> VP) and Veronica Mayer (Secretary) were installed as IEHA officers for the next 2 years. Tia Micky and Juana Barit were absent from our meeting and will be installed at our next meeting on July 17, 2013.

**Secretary's Report:** Minutes of our last meeting and/or prior meetings can be found at [www.hawaii-ieha.org](http://www.hawaii-ieha.org). Secretary Veronica Mayer mentioned that in our current chapter membership roster, there are members listed without e-mail addresses. If members are not receiving any flyers, e-mails or correspondence, please see her to update your information.

**Treasurer's Report:** 1) Treasurer Diane Lum discussed the March financial report with a balance of \$3,891.91 (see attachment). 2) All fundraisers are subject to GE (general excise) tax. We paid \$86.00 in taxes for April 2012. Future fundraisers such as our sausage sale and silent auction will be subject to GE taxes.

**Membership:** 1) President Rose mentioned that Efren Tumacder of the Queen Kapiolani Hotel has joined our IEHA Hawaii Chapter as a new (re-newed) member.



**Education:** OSHA recently changed its Hazard Communication Standard (HCS). The revised HCS requires that workers be trained on the provision of the standard by **December 1, 2013**. The three major areas of change are in hazard classification, labels, and safety data sheets (SDS). Please let your employer know of the deadline to train all their employees on the above matter.

**Program / Meeting Updates:** Madeline Chang chairs our Program Committee with committee members Diana Nakamura, Marissa Cacacho, Letty Batara, Virginia de Guzman, and Pauline Galera. Madeline thanked General Manager Mark de Mello for hosting today's meeting and breakfast. She also mentioned our guest speaker Jeff Marshall of Bank of Hawaii who will be presenting the topic of "Protecting Yourself Against Fraud: Advance Fee Fraud & Computer Schemes" after our meeting.

Our next meeting will be July 17, 2013 at the Outrigger East Hotel and Madeline will do a presentation entitled "Succession Planning".

Our September 11<sup>th</sup> meeting will be at the Disney Resort & Spa, Aulani. We can invite our Executives to this event honoring International Housekeepers' Week. A flyer will be going out on July 24<sup>th</sup>, an information flyer on August 1<sup>st</sup>, and RSVP deadline on August 27<sup>th</sup>.

The November 13<sup>th</sup> meeting will be at the Hawaii Prince Waikiki and is pending an educational presentation.

**Ways and Means:** Sean Enoka chairs the Ways and Means. He currently has no report to mention. Anyone interested in joining his committee, please let him know.

**Hospitality:** Juana Barit was not able to attend this meeting because she's in the Philippines for her mother's funeral. We give our deepest condolences to you, Juana. Thank you, Pauline Galera, for substituting for Juana and taking care of the leis for our host, hostess, and special guests! It's very much appreciated!

**Community Services:** Gary Nushida thanked everyone who volunteered and helped clean Washington Place in April. Gary is now asking for volunteers to help clean the 100<sup>th</sup> Battalion Club House in August. A flyer will be forthcoming.

**Public Relations/Website:** Shelly Awaya does our public relations and writes an article in the Hawaii Hospitality magazine for us. Elaine Simon is our website master. She was living in Las Angeles for 3 years and is back living in Hawaii. Welcome back, Elaine! Elaine is suggesting three proposals to enhance and improve our website by having a Facebook page, setting up a You Tube channel, and a Yahoo group.

**Unfinished Business:** Discussion of the general excise tax might need to be added onto our Hawaii Chapter Standing Rules.



**New Business:** President Rose mentioned that OSHA has an office based here in Hawaii. They have currently been visiting hotels and giving fines such as PPE (Personal Protective Equipment), electrical panels being blocked, labels not on bottles, checking vacuums with broken 3-prong plugs, etc. OSHA recently cited a five-star hotel for \$49,000. Please be aware and prepare yourself of this, in case OSHA comes to your hotel.

Gary Nushida said that HIOSH has something like a program where they can come to your hotel, look at your place and tell you any violations of what to correct. They won't cite you yet for any violations but you have so many days to correct it. Gary will find out more information about this and will send an e-mail to Secretary Veronica to forward to all members.

**Announcements:** 1) President Rose is working with John Yamamoto regarding the manning of our next Expo booth in July. A white tablecloth with our IEHA logo on it was displayed at our meeting and will be used at the Expo and other future events. 2) Help to raise the bar by recruiting people to become IEHA members! From May 1<sup>st</sup> to July 31<sup>st</sup>, 2013, whoever recruits the most new members will win prizes! Just go to the main IEHA website of [www.ieha.org](http://www.ieha.org) and print out an IEHA Membership Application. On the referral line (Did someone refer you to IEHA? If so, whom?), be sure to have your new member write your name so you can get the credit and win prizes! The grand prize is a free trip to the next IEHA Convention in Las Vegas in November. Other prizes are free IEHA memberships. 3) Members who are not CEH or REH yet are encouraged to attend classes and trainings to become certified or registered. 4) First VP Derrick De Mello updated us on Bosses Night being held on October 11, 2013. The cost will be \$58 and the invitations and flyers will go out next month. The entertainment will be Kapena, the theme is The Golden Age of Waikiki (Old Hawaii), and the menu will be Hawaiian food. The venue will be at the Pomaika'i Ballrooms, formerly the Dole Ballrooms. 5) A BIG MAHALO and LOVE to 1st VP Derrick De Mello and 2<sup>nd</sup> VP Ivy Kwok who both generously donated a brand new Epson Projector to the Hawaii Chapter for our meetings and activities! ☺

**Adjournment:** The Board of Directors meeting adjourned at 9:45 a.m. and the General Meeting at 11:15 a.m. The educational presentation followed afterwards. Our outstanding guest speaker was Jeff Marshall of Bank of Hawaii presenting "Protecting Yourself Against Fraud: Advance Fee Fraud & Computer Schemes". Thank you, Jeff, for a very interesting and much informative presentation!

Respectfully submitted by:  
Veronica Mayer  
Secretary

<b>IEHA MEETING ATTENDANCE - WEDNESDAY, MAY 8, 2013</b>					
<b>#</b>	<b>LAST NAME, FIRST NAME</b>	<b>COMPANY</b>	<b>MTG</b>	<b>LUNCH</b>	<b>PAYMENT</b>
1	Galera, Rose - President	Clean Plus Systems	Yes *		
2	De Mello, Derrick - 1st VP	ALSCO	Yes *		Paid \$4
3	Kwok, Ivy - 2nd VP	Outrigger Waikiki Hotel	Yes *		Paid \$4
4	Mayer, Veronica - Secretary	Hotel Renew	Yes *		
5	Lum, Diane - Treasurer	Team Clean Inc.	Yes *		
6	Barit, Juana - BOD	Aston Waikiki Banyan	Yes		
7	Enoka, Sean - BOD	Team Clean Inc.	Yes *		
8	Higa, Randy - BOD	Hawaii Department of Education	Yes *		
9	Kodep, Bernie - BOD	Team Clean Inc.	Yes		
10	Micky, Tia - BOD	Team Clean Inc.	Yes *		
11	Yonamine, Jo-Anne - BOD	Outrigger Reef on the Beach	Yes *		Paid \$4
12	Awaya, Shelly - Committee	Sysco Guest Supply	Yes *		
13	Chang, Madeline - Committee	Aston Waikiki Sunset	Yes		Paid \$4
14	Nushida, Gary - Committee	Hawaii Prince Hotel Waikiki	Yes		
15	Padigo, Angela - Committee	Ilikai Hotel and Suites	Yes		
16	Yamamoto, John - Committee	Park Shore Waikiki Hotel	No *		
17	Alford, Dustin	PS Hawaii	Yes		
18	Batara, Letty	Aston Pacific Monarch	Yes		
19	Broniola, Maile	Miramar at Waikiki			Paid \$4
20	Cacacho, Marissa	Aston Waikiki Beach Hotel	Yes		
21	Calabrese, Teresa	Sysco Guest Supply	Yes		
22	Chen, Jane	Embassy Suites Waikiki	Yes		
23	Coloma, Thelma per Pauline		Yes		
24	De Guzman, Virginia	Aston	Yes		
25	Fowler, Karen	Cintas	Yes		

26	Galera, Pauline	Aston Waikiki Banyan	Yes		
27	Infante, Marlou	Outrigger Reef on the Beach	Yes		Paid \$4
28	Kuboyama, Myra	Outrigger Reef on the Beach	Yes		Paid \$4
29	Lopes, Carol	Embassy Suites Waikiki	Yes		
30	Luizzi, Ron	Direct Select Hospitality Products	Yes		
31	Lumantas, Leonida	Embassy Suites Waikiki	Yes		
32	<b>Marshall, Jeff</b>	<b>Guest Speaker - Bank of Hawaii</b>	Yes		
33	<b>Miyamoto, David - Guest</b>	<b>Terminix</b>	<b>Yes</b>		
34	Nakamura, Diane	Aston Waikiki Beach Tower	Yes		
35	Ramones, Fritzie	Outrigger Luana Waikiki	Yes		
36	Rivera, Elvie	Aston Waikiki Beach Hotel	Yes		
37	Rivera, Mely	Aston Waikiki Beach Tower	Yes		
38	Simon, Elaine		Yes		
39	Soriano, Glorita	Ramada Plaza Waikiki	Yes		
40	Takahata, Carol	Waikiki Parc Hotel	Yes		
41	Valdez, Mercy	Outrigger Reef on the Beach	Yes		
42	<b>Watase, Brian</b>	<b>Guest Speaker - Bank of Hawaii</b>	Yes		
43	Yanaga, Carleton	Team Clean Inc.	Yes		
44	Yeung, Fanny	Best Buy Design	Yes		
45	York, Chalida	Waikiki Resort Hotel	Yes		
46					
47					
48					
49					
50					
51					

