



2011 NEACHMM Operating Plan

Introduction

In accordance with the NEACHMM by-laws, the NEACHMM Board of Directors has developed a plan and structured its operations to guide decision making, activity planning, and budget development as discussed below. This plan is a flexible set of guidelines for the NEACHMM officers to carry out their duties for the coming year.

NEACHMM's primary audience is our membership, which includes CHMM's, CHMP's and affiliated members.

NEACHMM Objectives

- 1. Deliver professional development programs targeted to our diverse membership** by setting a tentative schedule in the beginning of the year (attached for current year); by delivering high quality meetings with diverse topics; by supporting joint meetings with affiliated organizations; by providing opportunities for networking, learning, interaction and communication among members and guests involved in hazardous materials management.
- 2. Provide CHMM Certification Essentials of Hazardous Materials Management Course** by delivering a 3- 4 day course using local instructors and promoting the exam.
- 3. Promote greater member participation in Chapter operations** in order to 1) better involve members and get broader input into Chapter activities; and 2) to diversify and stabilize the Board for future leadership.

NEACHMM will pursue opportunities to match members, by their hazardous materials expertise, to needs within the community at large (e.g., OTA School Mentoring program).

NEACHMM will encourage members to participate in the Alliance for Hazardous Materials Professionals (AHMP) programs such as the National Awards, the National Conference, and the National Leadership Conference. The Board may elect to provide financial support for delegates from NEACHMM who attend Alliance events.

Activities

To achieve these goals, NEACHMM will organize and fund the following types of activities:

- Endorse or participate in national and local conferences
- Hold at least 5 general membership meetings including an end of year social
- Invite AHMP leaders and visitors from other chapters to our meetings
- Provide continuing education to our membership by presenting interesting technical topics/facility tours/courses
- Hold NEACHMM elections in November of each year
- Manage an annual budget (attached) with expenses for membership meetings, workshops, travel to conferences, promotions, etc.
- Develop at least one newsletter per year
- Maintain outreach to other professional organizations and conduct joint meetings when possible

- Continue to provide value to members through the website
- Seek other opportunities to provide meaningful professional development benefits to members
- Periodically review and update by-laws
- Support members participating in the OTA Mentoring Program (NEACHMM received a grant to provide support)
- Inform and remind membership of the opportunities that the Alliance has for awards and participation in committees
- Hold at least one official annual business meeting in accordance with Massachusetts regulations
- Submit appropriate form and fee to Massachusetts to maintain our business status
- Submit Chapter Annual report to AHMP

2011 NEACHMM Board of Directors

President

Mike Maheux – 1/1/11 - 12/31/11 mike.maheux@lenoxtools.com

Immediate Past-President

Gail Hall gail.hall@bc.edu

Vice-President/President Elect

Jim Harrison jharrison111@verizon.net
James.harrison2@baesystems.com

Secretary

Hugh Willis Hugh.Willis@comcast.net

Treasurer

Matt Hackman matthew-e-hackman@att.net
Matthew-e-hackman@cox.net

Director-at-Large

Mike Pietila mike.pietila@umassmed.edu

Director-at-Large

MaryEllen Doherty maryellen.doherty@macomtech.com

Director-at-Large

Matt Montefusco oeecs@comcast.net

Director-at-Large

Tracey Costa tcosta@nobisengineering.com

NEACHMM Standing Committees

Government Affairs

Open Position - Volunteer needed

Professional Development

Matt Hackman matthew-e-hackman@att.net
Matthew-e-hackman@cox.net

Matt Montefusco oeecs@comcast.net

Public Relations and Marketing

Open Position - Volunteer needed

Membership Development

Tracey Costa tcosta@nobisengineering.com

www.neachmm.org

EHMM

Kelly Camp kcamp@woodardcurran.com

School Mentoring

Open Position - Volunteer needed

Chapter Website

Mike Maheux mike.maheux@lenoxtools.com

**New England Chapter of the Academy of Certified Hazardous Materials Managers
 TENTATIVE SCHEDULE 2011**

Month	Board of Directors Open Meetings	General Meeting (Dates are tentative)	Other Related Events
January	1/10/11 Westborough	No Meeting	
February	2/2/11 Teleconference	2/10/11: Annual Meeting Waltham (#1)	
March	3/7/11 Teleconference	3/24/09: Making a Training Video Waltham (#2) Tentative	4/13 – 4/15 - AHMP Leadership Workshop, Columbus, OH
April	4/11/11 TBD		April 1, 8, 15 & 29; Essentials of hazardous Materials Management Course. Dedham, Ma
May	5/9/11 TBD	Facility Tour? (#3) Tentative	4/30/2011 – Awards Nomination Deadline
June	6/13/11 TBD	ASSE Joint Meeting 6/15/11 Waltham (#4)	
July	No meeting	No meeting	
August	8/8/11 TBD	No meeting	8/25-9/2 - AHMP National Conference Austin, TX
September	9/12/11 TBD	No meeting	
October	10/10/11 TBD	Facility Tour (Lenox?) 10/19/11 East Longmeadow (#5)	
November	11/7/11 TBD	Technical Meeting /Social Event 12/14/11. (#6)	Chapter Elections for CY2012
December	12/5/11 TBD		