

AIHA-NCS Developing World Outreach Initiative

Cal/OSHA Office, Room 1301, State Office Building
1515 Clay St, Oakland, CA

Date: April 24nd, 2008 (Thursday)

Time: 5:00 pm – 6:00 pm

CORRECTED MINUTES

Attendees: Garrett Brown, Rich Hirsch, Diana Harrington, Nimmi Kovvali

1. **Welcome** - Rich

2. **Request/Response Subcommittee**

- Any new books received?
- Cora Roelofs, Chair of the AIHA Social Concerns Committee is interested in circulating information about the DWOI books for African universities effort, but she needs a short written explanation of what kinds of books and materials are best and where to send them (to Mike Horowitz); she will also circulate information about the \$300 project with ANROAV if provided the information.
- Need to set a date to finish any needed book cataloguing

Action Items: 1) Diana will do the write up for the AIHA Social Concerns Committee

2) Diana will contact Mike to check on book shipments and set a date for book cataloguing for the committee

3. **Liaison Subcommittee**

- Linda Kincaid's Malaysia trip postponed till fall 2008
- AIHA International membership sponsorship. 1st request for Jagdish Patel approved, 2nd request for Sanjiv Pandita of AMRC initially denied since he lives in Hong Kong, he can be approved if he provides the AIHA HQ with the information that he is from a developing country (India) and has a work permit for Hong Kong.
- ANROVA conference scheduled for September in the Philippines. Garrett plans to attend.
- Lesliam still working on setting up student internships for the Fall with COEH

Action Item: Garrett to follow up with Sanjiv and make sure the correct information is supplied to AIHA to get his membership approved.

4. Publicity & Fundraising

- Rich will contact the other California Local Sections to request their assistance with donations (books, money, donation to the India project).

Action Item: Rich to draft letter to California AIHA Local Sections

5. Website/Tools

- Rachel completed written procedure for adding information and updates to the DWOI web page. It will be added to the AIHA-NCS Ops Manual.
- Rachel leaving in July. We still need a replacement
- Nimmi requested we look into moving the link to the DWOI to a more prominent location on the AIHA-NCS home page.
- Another blast email should be sent to the membership requesting assistance; also include requests for information to post on the website.

Action Items: 1) Rich to have written procedure added to Ops Manual 2) Rich to request Patty Beach to send out blast email.

Next meeting will be a conference call May 22, 2008 at 4 pm. (*Garrett to arrange conference call*).