

Location: Fire & Oak Restaurant, Jersey City, NJ

Attendance: See Attached List

Meeting Called to Order: 5:30 pm

Item	Discussion	Decisions/Actions
1	Review of the Purpose and Principles by Austin Lin.	
2	Reviewed the chair positions (exclusive of the elected officers) to determine which roles will be included in the Section organization. Though roles were decided upon, their relative position (chair, identified committee member, sub-chair) in the organization was not determined precisely.	<p>The following Roles were identified to be part of the Section Organization. Final determination regarding the role becoming a Chair will be made at the next meeting:</p> <ul style="list-style-type: none"> • Auditing Chair • Chief Proctor, • Education Chair, • Program Chair, • Certification Chair/Leader, • Re-Certification Chair/Leader, • Historian, • Hospitality Chair, • Internet Liaison, • Job Placement Chair, • Membership Chair, • Nominating Chair, • Ott Award Chair/Leader, • Ott Conference Planner Chair/Leader, • Deming Conference Planning Chair, • Quality Management Process Chair, • Registrar, • Voice of the Customer. <p>The following chairs were either eliminated or duties and responsibilities were integrated into another role:</p> <ul style="list-style-type: none"> • Social Media Chair (will be part of the Internet Liaison group), • Newsletter Editor (All the news is on the website), • Koality Kid, • Awards Chair (Awards committee functions will be added to the Executive Leadership Committee), • Arrangement Chair (Integrate it into the Education and Program committee).

		Michael Tedaldi will revise the Organization Profile based on the above decisions.
3	A question was asked regarding consistency between the By-laws, Section Operating Agreement and the newly developed Organization Profile.	Michael Tedaldi will verify that the organizational structures are the same in all three documents.
4	There was a discussion concerning the Education Chair, Certification Chair/Leader and the Re-Certification Chair/Leader. A vote was taken regarding keeping all three separate chairs or combining all under the Education Chair. The vote at the meeting was even.	Another vote will be taken at the next Objective Setting Workshop.
5	Austin Lin has recommended that committee work be identified as either stand alone or ongoing. He has also made deliverable recommendations.	Michael Tedaldi will revise the Organizational Profile to reflect these recommendations.

Adjournment: Dak Murthy motioned to adjourn and Austin Lin seconded. Meeting adjourned at 8:05 pm.

Next Meeting: Tuesday Dec. 6, 2011 at 6:00 pm, at the Spanish Tavern,

Dec. 6, 2011 Agenda:

1. Review Duties, Responsibilities and Deliverables to determine which roles will be Chair positions and which will report to a Chair position.
2. Principle based objective setting for all the Chairs, Committees, sub-chairs and sub committees.

Meeting Sign In Sheet



NY/NJ Metropolitan
Section
The Global Voice of Quality™

Date: 2011. 11.09 Start Time: 5:30 pm End Time: 8:05 pm Location: Fire & Oak Restaurant

Subject: Objective Setting Chairperson: Austin Lin Jersey City, NJ 07310

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