I. Welcome & Introductions – Bollinger
   A. Establish Quorum
   B. Approval of Agenda

II. Chapter Administrative Business
   A. Secretary Report – Coursen
      ▪ Proposed Action: Approve November and December 2019 Minutes
      ▪ Catie is working to add new members and update email addresses. Any updates?
   B. Treasurer Report – Mason/Lindsey
      ▪ Business License Updates?
      ▪ NSR Paid?
      ▪ Taxes?
   C. Student Committee - Jackson, Fricaud
   D. Membership Committee – Kimball
   E. PNWIS Update – Buckbee/Glover
      ▪ PNWIS Conference in 2022 in Alaska?

III. 2019-2020 Chapter Event Planning
   A. Upcoming Year 2019/2020 – Glover, Bollinger
      ▪ QEP training – Jennifer King
         o Headquarters engaged and participating.
         o Costs:
            » Members: $895 plus $300 for exam. ~$1200 total
            » Nonmembers: $1120 plus $300 for exam.
            » Last time total cost was around $500.
         o No response from headquarters on money split. Need to clarify who will be taking loss/profits.
         o Schedule:
            » May: instructor availability is April 27-May 1 or May 4-8.
            » Think best to push back to October. Jennifer will check BP Energy Center room availability and work with Headquarters and instructor to set dates.
         o Jennifer will reach out to other Alaska QEPs to help with exam proctor.
- RCRA Training: Not moving to end of 2020.
  - Need to contact BP Energy Center March 1 and April 1 to reserve rooms for 2021. Robin volunteered. Backup hotel, JBER (list of name/licenses prior approval)
  - Need to start contacting McCoys.
  - Thinking about having a waste 101 on Monday.
- JBER Waste Training Webinar? – Gretchen Stoddard
  - Might be doing a waste 101 with help from JBER before McCoys.

B. Upcoming Due Dates:

<table>
<thead>
<tr>
<th>Description</th>
<th>Due Date</th>
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<tbody>
<tr>
<td>A&amp;WMA Insurance</td>
<td>Goes through Pittsburgh</td>
</tr>
<tr>
<td>Taxes</td>
<td>September 15, 2019</td>
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<tr>
<td>Annual Report</td>
<td>March 31, 2020</td>
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<tr>
<td>State of Alaska Corporations report</td>
<td>July 2, 2021</td>
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<tr>
<td>Others</td>
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IV. Suggestions

A. State of States (New Regulations)?
   - Have a multitude of SMEs and attorneys present on draft regulations.
   - Traci to put together list of regulatory changes to discuss at next meeting and we can decide which regulation(s) we want to discuss and set something up.
   - Adam will research what he has to do to talk about air regulations.

B. Student/Member (one-on-one) Mentoring Lunches – Job Fair (Feb 20th UAF)
   - Reach out to Fairbanks members to see who is interested. Put a table at the job fair if it would meet the requirements of job fair format?

Next Meeting Scheduled: February 5, 2019