

Mail: PO BOX 1005 Felton, CA 95018

Elected Officers (start January 1, 2015)	2015	Attendance
Chair	Donald Mintz	X
Chair Elect	John Latimer	X
Vice-Chair	Austin Lin	X
Secretary	Michael Sarhadi	X
Treasurer	Susanne Geiss	X
Past Chair/Nomination	Keith McDavit	
Audit	Navin Dedhia	
Education Chair	George Marcel	X
Education Coordinator	Matt Berry	X
SSQA (Software)	Doug Hoffman	
Futurist	Ramesh Konda	
Programs	Sunil Pandey	X
Marketing	Marieann Shovlin	X
Arrangements	Glenn Hansen	X
Chief Proctor	Avinash Gadre	
Recertification	Michele Harms	
Scholarship & Awards	John Flaig	X
Social Responsibility	Open	
Social Media Liaison	Roxanna Rohde	
Membership	Stephen Choy	X
Advancement	Navin Dedhia	
Voice of Customer	Satinder Bains	
Biomedical Division Liaison	George Marcel	
Publicity – e-Newsletter	David Wibbelsmann	
Job Board	Patty Roman	
Internet Liaison	Kurt Schumacher	
Historian	Open	
Regional Director	Ralph Troute, Sacramento	

Meeting called to order at 6:37 PM by Don Mintz with a quorum of officers present: Mintz, Latimer, Geiss, Lin
Visitors: Michael Gilbert

AGENDA – Leadership Meeting on 8/5/2015

Agenda for Leadership Meeting	8/5/2015
6:20 – 6:35 PM	Sign in, Dinner, Introductions, Distribute Badges
6:35 – 6:50 PM	Approve minutes of July, 2015 meeting, treasurer report (Susie G.)
6:50 – 7:40 PM	Committee Reports
7:40 – 7:55 PM	Leadership planning-schedule, nominees
7:55 – 8:15 PM	Other business
8:15 PM	Adjourn

Summary of Motions Approved

	Text of the motion	1 st	2 nd	Approval
1	Approve the minutes for the July 1 meeting	Marieann S	Susie G	Show of hands
2	Change format of the meeting to 1 st meeting in person followed by 2 nd and 3 rd via WebEx and evaluate the new format in November. Next meeting in September will be via John L’s WebEx	John L	Glenn H	Show of hands
3	Adjourn, 8:18 PM	John L	Austin L	Show of hands

Chair Reports

Position	Summary
Chair – Donald Mintz	Learn to use the new website. The front end remains the same: www.asq-silicon-valley.org . The back end changes to: http://www.asq-silicon-valley.org/wp-admin . In addition, to enter the back-end you must click on the box “I’m not a robot” and correctly answer the security question. Open positions (secretary, with volunteer Mike Sarhadi, and chief certification proctor for the December exam(only), John Martsolf
Vice Chair - Austin Lin	PAR planning spreadsheet developed, based on last month’s exercise. It is presented in Attachment 6.
Chair Elect- John Latimer	Presented 6 recommendations: 1 change format of leadership meeting with one face-to-face followed by 2 virtual. 2. Move discussions of training to the education committee meeting. 3. Make a selection on what to cut based on our shortfall of budget vs. expense. 4. Need a plan to collaborate with other groups 5. Need a plan to schedule dinner speakers well in advance 6. There’s a gap between resources to get things done – an executive director with an accounting assistant?
Secretary – Michael Sarhadi volunteer	July minutes: Grammatical error in Vice Chair report: “will took place” → “took place”
Treasurer - Susanne Geiss	The balance sheet is Attachment 2 and the Income-Expenses summary is Attachment 3. Susie is acquiring free a device to scan credit cards at our dinner forum – it’s supplied by PayPal. SolSemUSA still owes us \$250 as a sponsor at our 50 th . Susie is still pursuing this with Ramesh K.

Position	Summary
Audit – Navin Dedhia	Not present / no report
Programs – Sunil Pandey	The speaker at the July 17 dinner forum was David Greer on the topic CMMI, SCAMPI, and ROI. The speaker August 19 will be Barry Craner on the topic Risk Analysis.
Arrangements – Glenn Hansen	At the July 15 dinner forum, there were 12 people for dinner and only the speaker was comped. Approximately 20 were there for just the presentation.
Statistics & Reliability – John Flaig	The July 8 meeting speaker was Don Mintz on the topic “Weibull Analysis - Caveats.” The August 12 speaker will be: Charles Chen on the topic “Big Data Analysis.”
SSQA (Software) – Doug Hoffman visit ssqa-sv.org	Q Analysts is now hosting the SSQA at the TechMart. The topic for Jul 14 was a roundtable discussion of “Where does software quality come from?” The topic for August 11 has not been announced.
Biomedical Discussion Group George Marcel	Chuck Mignosa will be speaking about the ISO 9001:2015 standard as soon as it’s implemented, in the Sept./Oct. timeframe. There is a national event sponsored by the Biomedical Division in Boulder, CO September 29,30.
Education – George Marcel	The CMQ/OE preparation class was cancelled because a room was not available. E-mail notifications for upcoming classes continue to go out on a regular basis. George resumed his education committee meeting on July 30 (last Thursday in July). See attachment 4. One potential solution to the difficulty in finding rooms for classes would be to conduct more classes as virtual classes. nVidia has offered to host classes – George will coordinate with Sunil.
Ed Coord Matt Berry	No report.
Membership – Stephen Choy	The membership report is provided in Attachment 5.
Voice of Customer – Satinder Bains	Satinder sent in the survey from the July 15 dinner forum and is shown in Attachment 6. Marieann suggested we combine surveys from a range in months to look at overall trends at requested meeting topics.
Chief Certification Proctor – Avinash Gadre	The next certification exam is planned for Saturday, October 3. June 6 pass lists have been published: 11 passed the CQA exam, 18 passed the CQE exam, 9 passed the CQIA exam, 10 passed the CSSGB exam, 4 passed the CQPA exam, and 1 passed the CSQE exam. Total number passing: 53, over 65% of those taking all the exams.
Recertification – Michele Harms	Not present / currently there are 4 recertification applications in process.
Marketing/Publicity Marieann Shovlin	Met with Indra Desai to discuss a proposal to reactivate marketing, including sponsors, for the section. They developed ideas to use in approaching companies, for use in marketing classes directly to those companies or to solicit them as corporate sponsors of the section. This could take the form of a forum of local executives. Marieann is conducting a face-to-face marketing committee meeting on August 11 at 5:30PM at Hobee’s on Mathilda near Hwy 237. Her goal is to discuss things to do to improve attendance, who to do it, and how to do it.
Social Media Coordinator Roxana Rohde	Not present/no report. Stat & Rel going on Meetup and linked in. need to consolidate accounts. “We’re paying double now.”
e-Newsletter – David Wibbelsmann	Two eNewsletters are planned before the dinner forum on August 19, including one to go out July 13 . Those e-mails need to provide links to the SSQA MeetUp and the NCBDDG site.