



Meeting Attendees					
X	Sandy Aufermann	President	R	Jason Dubyk	Programs Chair
X	Berj Bush	Vice President	X	Aaron Munoz	Membership Chair
X	Karly St. Aubin	Secretary	R	Jessica Jannaman	Awards & Honors
X	Hayden Ploss	Treasurer	X	Linda Zaziski	Chapter Newsletter Editor, Nominations & Elections Chair
X	Gregory Zigulis	Chapter Advisory Group, Webmaster, Comm.	R	Carl Granger	Chapter Chair - Misc.
	Ciara Bazinski	Chapter Advisory Group	X	Tara Diesbourg	Oakland Univ. Student Section Advisor
X	Margaret Warack	Chapter Advisory Group			Univ. of Findlay Student Section Advisor
X	Mike Eckert	Guest	X	Chandni Thakkar	Guest
X	Ryan Darling	Guest	X	Angela Cook	Guest
X	Lisa Drouhard	Guest			
X – Present R – Reported Unable to Attend					

Meeting Date/Time	
Date: 4/4/2024	Time: 2:02 PM
Location: Zoom	Recorded by: Karly St. Aubin

Agenda	
President's Remarks	5 minutes
Secretary – Approve Minutes	2 minutes
Vice President's Remarks	5 minutes
Treasurer's Report	2 minutes
Membership Chair Report	5 minutes
Student Sections Report	5 minutes
Programs & PD Report	5 minutes
Round Table	25 minutes

Notes
Quorum Established: Yes
President's Remarks: <ul style="list-style-type: none">• Establish a Quorum• Call to Order• Roll Call• Introduce & Welcome New Attendees• Reminder: ASSP All Chapter Social, April 16 8-10 pm<ul style="list-style-type: none">o https://greaterdetroit.assp.org/events/michigan-assp-all-chapter-social/o Register here: https://www.eventbrite.com/e/implementing-a-positive-safety-culture-in-the-workplace-tickets-857261972637?aff=oddtcreator• Reminder: ASSP GDC needs volunteers to help with the booth at MSC.<ul style="list-style-type: none">o Sign up here: https://www.signupgenius.com/go/20F0A4BADA62AAAFB6-48669005-2024• ESD Membership - \$295<ul style="list-style-type: none">o Should we renew? Suggestion to establish a liaison.



- o Action: Post on website, newsletter, to see if anyone is interested in taking on this role. Make a decision on renewal due April 18.
- o Berj B. - Not sure how much value there is; on the fence.
- o Greg Z. - Have attempted to participate with ESD for many years, but ESD personnel are not engaging with the GDC. Doug H. would look for opportunities but that has fallen off. Need to capture opportunities and share with the chapter to regain value.
- o Aaron M. - This partnership has value. Establish a liaison.
- o Mike E. - There used to be visibility for EHS by an ESD Dinner. Not sure if this still occurs?

- **Addendum**

- o Aaron M. & Tara D. - Agree this is a good strategy.
- o Sandy A. motion to approve. Berj B. second.

Secretary:

- *Approve minutes from last meeting*
 - o Berj B. approve, Sandy A. second.
- **Newsletter**
 - o Newsletter sent out at end of March
 - o Tara D. shared her Spotlight!
 - o Note that full articles and meeting information is on the GDC website.

Vice President's Remarks:

- April Leadership Conference webinar that ASSP is putting on in recognition of National Volunteer Week.
 - o April 17 at 2pm
- Thank you to all of the GDC Volunteers!!

Treasurer's Report:

- *Review and approve Treasurer's Report Budget vs. Actuals*
 - o Hayden P. shared the report.
 - o Karly S. motion to approve, Sandy A. second.
- Looking into CD's
 - o Berj B. called Flagstar, all Officers would have to sign to authorize transfer of funds.
 - o Interest rates are 5.5% currently.
 - o Will hear back from Flagstar shortly.
 - o Sandy A. - Our account has a minimum \$ and we need to keep money set aside for golf outing. Something to consider for how much we commit to the CD.
 - o Mike E. - Suggestion to create smaller CD's and stagger them. (i.e., \$2,500 each). Greg Z. second.
 - o Karly S. and Sandy A. in agreement. Will formally vote when we agree on CD arrangements.
- Committee to meet regarding the audit next week.

Membership Chair Report:

- **Membership Report**
 - o Current members - 510
 - o New - 0
 - o expired - 17
 - o transfer - 3
- *Communications Report*
- *Membership Report*
- *Communications Report*

Student Sections Report:

- *Oakland University*
 - o Tara D. - No group plan for MSC, but there are 5-6 confirmed OU students attending. Will expect ~10.
 - o We may expect reimbursement requests for MSC travel.



- o No student section events/activities planned.
- o There is an OU student graduation social event planned for mentors, family, students - GDC members are welcome to join!
 - April 26 - Lunchtime (~11:30 am) in HHB
 - Must RSVP
- *University of Findlay*
 - o No updates

Programs & PD Report:

- **Programs**
 - o April - Michigan Safety Conference
 - ASSP GDC needs volunteers! Sign up here:
<https://www.signupgenius.com/go/20F0A4BADA62AAAFB6-48669005-2024>
 - o April - Michigan ASSP All Chapter Social (in-person)
 - *Now available to register [here](#)*
 - o May - Mike Eckert, Emotional Intelligence in Safety (Virtual Lunch & Learn)
 - *Now available to register on GDC website*
 - o June - Robert Pater, Preventing Slips, Trips, Falls: Going Beyond Doing the Same Things To Achieve Real Results (Virtual Lunch & Learn)
 - *Now available to register on GDC website*
 - o July - Emily Pochubay, MDARD - Pesticide Safety for Work & Home Applications (Hybrid, July 18 at 3:30, pending location)
 - o August - Coffee with MIOSHA / *Open*
 - o September -
 - MIOSHA MVPP Program Overview (Lunch & Learn)
 - September 17 at 12 pm
 - Action: Karly to create Zoom link and post on website
 - EHS Student/ASSP Speed Networking
 - o October - *Open*
 - o November - *Open*
 - o December - CAM Leadership Conference / *Open*
- Tara D. - What time of year do we want to hold the special event? Any ideas?
 - o Ideas - Aquarium, Scavenger Hunt (with app), Detroit River Boat Cruise, Campus Martius holiday market, Axe Throwing, Bocci Ball, Fowling
- **ASSP Events**
 - o Virtual leadership conference April 2024 - ASSP Leadership sent a reminder email to register.

Roundtable:

- Sandy A. - Spotlight with Dale Gray (50+ yr member)
- Aaron M. says thank you :)
- Start a committee, Launch in September:
 - o GDC to consider bringing back Student Scholarships (\$1,000 for OU and UF each). Need to decide criteria.
 - Technical paper writing contest was held a few years back
 - Berj B. suggested giving a scholarship for volunteering with the chapter or community, etc.
 - Help with newsletter, social media ambassador, support Programs, give a presentation, etc.
 - Tara D. suggests moving away from essay-style requirements due to technological efficiency. We are looking for more engagement.
 - Other chapters do provide scholarships
 - What is the budget for next chapter year?
 - Suggestion to make the scholarship available to EHS students that are not currently involved in the student sections.
 - Karly S. suggested creating a "Recognition" award instead. No firm requirements, but awarded to a student upon decision of the GDC. No marketing involved.



- Table until May board meeting to determine feasibility with budget.

Request for EV-related safety meetings.

Mike E. - Michigan Safety Conference will have many learning opportunities on this topic.

Angela Cook can speak to HV safety in future meeting.

- *Optional:*
 - o *ASSP Foundation*
 - o *Awards & Honors*
 - o *Advisory Committee*
 - o *Affiliate Societies*
 - o *Community Affairs*
 - o *Auditing & Nominating*
 - o *Govn't Affairs*
 - o *Long Range Planning*

Sandy A. Motion to Adjourn, Karly S. Second

Meeting Adjourn: 3:03 PM

Addendum

	2023/2024	2024/2025		Comment
	\$ 15,985.00	\$11,550	Sandy	Benj
Student Memberships for OU and UF	\$ 750.00	\$ 750.00	(up to 50 students per year)	Agree
Foundation Donation	\$1000	\$1000	agree	
CAM/ASSP Safety Leadership Conference		\$100	\$100 for CEUs fee, we use to bring in about \$2-3k on the conference in the past I believe so this should end up bringing in money overall	



MSC Student Reimbursement UF	\$1,000	\$1,000		I would suggest \$1000 total between OU & UF. -Let's see how this year goes/if there's any interest this year. It's in Lansing in 2025, which might be lower cost.
MSC Student Reimbursement OU	\$1,000			See above
MSC Social	\$1,000	\$1,000		Agree-
MSC Booth	\$335	\$0	rotates chapters each year	Agree
Zoom	\$200	\$200		Agree
Engineering Society of Detroit	\$200	\$300		\$200-300. I would propose looking into other affiliate societies. Examples: CAM,



				manuf acturin g, autom otive, etc.
Recognition Award	\$0	\$200	(?)	Reduc e- SPY award costs \$200. We're budget ing \$1,750 for studen t activiti es alread y.
Meetings	\$6,000	\$2,000	\$500/\$300 each	Can we get a rough estimat e of how much each planne d event will cost? Are there any virtual- only meetin gs (lower cost)? Sugge st \$2,000



				year total.
Special Events	\$4,500	\$5000		\$5,000 (Summer/winter networking: Tiger's game, zoo, Greenfield village lights, holiday party, etc.). We recoup some \$ with ticket sales.
Golf Outing	\$0	\$tbd	start-up money?	Waiting to hear back from OU golf course on cost, availability, etc. \$5,000 was a rough estimate for smaller local half-course. I could see



				<p>this being a lot higher with a nicer, full course, with catering.</p> <p>Note: the action item was to explore this idea, not yet committed for 2024/25. We could also consider partnering with West Michigan or donating.</p>
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Dues brought in April 2023-March 2024: About \$6495 (estimated March to be close to last year's)

Proposed budget 2024/2025:

Spend: \$11,550

In: \$10,895.....estimated \$1900 for conference, charging 50% for special events, dues \$6495

Estimated Deficit: -\$655



Action Items

Item No.	Action Item	Responsible Party	Target Date	Completion Date
1	Add Mid-MI meeting to COMT	Sandy A.	1/31/2024	1/19/2024
2	Draft first newsletter	Sandy A. / Karly S.	1/31/2024	1/19/2024
3	Decide criteria for student scholarship	Berj B.	7/30/2024	
4	Coordinate with other MI chapters to coordinate MSC joint presentation	Sandy A. / Berj B.	2/29/2024	2/16/2024
5	Create and send member interest survey, review results in Feb. board meeting	Karly S. / Sandy A.	2/16/2024	2/16/2024
6	Create and send out Board Member survey for meeting times/days	Karly S.	3/8/2024	2/22/2024
7	Prep for fiscal end of year audit.	Berj B. / Hayden P.	4/30/2024	

Archived Action Items (2023)

Item No.	Action Item	Responsible Party	Target Date	Completion Date
1	Work with Rich DeLeau for sponsorship information	Greg Z.	11/15/2023	1/19/2024
2	Purchase presentation supplies (speaker, microphone, projector)	Sandy A.	11/15/2023	10/23/2023
3	Collect student memberships and pay	Tara D./Berj B.	10/15/2023	12/15/2023
4	Send out Long-Range Planning Survey	Linda Z./Sandy A.	10/27/2023	12/15/2023