



Meeting Attendees					
X	Berj Bush	President	R	Jason Dubyk	Programs Chair
	Linda Zaziski	Vice President	X	Aaron Munoz	Membership Chair
X	Karly St. Aubin	Secretary	X	Jessica Jannaman	Awards & Honors
R	Hayden Ploss	Treasurer		Sandy Aufermann	Chapter Chair - Misc.
X	Gregory Zigulis	Chapter Advisory Group, Webmaster, Comm.	X	Carl Granger	Chapter Chair - Misc.
	Ciara Bazinski	Chapter Advisory Group	X	Tara Diesbourg	Oakland Univ. Student Section Advisor
R	Margaret Warack	Chapter Advisory Group			Univ. of Findlay Student Section Advisor
X	Janael Carter	Student Liaison	X	Ryan Darling	Guest
X	Van Nguyen	Student Section President (OU)	X	Angela Cook	Guest
X	Mary Rajnicek	Guest	X	Chandni Thakkar	Guest
X – Present R – Reported Unable to Attend					

Meeting Date/Time	
Date: 9/5/2024	Time: 2:03 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: No
<p>President's Remarks:</p> <ul style="list-style-type: none"> • <i>Establish a Quorum</i> • <i>Call to Order</i> • <i>Roll Call</i> • Introduce & Welcome New Attendees <ul style="list-style-type: none"> o Berj B. is the new President. Welcome! 😊 • Coffee with MIOSHA was a great turnout, about 35 guests and 8 MIOSHA representatives and MI State Police Representatives. MI State Police interaction regarding road workplace safety was a nice change-up. Great meet & greet opportunity with MIOSHA staff. • ASSP Chapter Leadership Orientation is open for registration. • Open Position: Chapter Advisory Board Liaison <ul style="list-style-type: none"> o Delegated during meeting to Ryan D.



Secretary:

- *Approve minutes from last meeting*
 - Emailed out for approval
- **Higher Logic**
 - Used to send mass communications to the chapter, including meeting reminders.
 - Berj is working on getting access. All information in the interim can be sent to Mark at Chapter Web Updates to be sent out to the whole chapter.
- **Newsletter** coming out shortly
- **Reminder:** Board Meeting are first Thursday of each month
 - Board Meeting invites were sent with Zoom information and calendar event from the Secretary email.
 - Check your Spam/Trash folder if you did not receive it. Click "allow sender" to ensure you receive future communications.
- Karly S. to double check that all meeting minutes YTD have been posted to the website.

Vice President's Remarks:

- Linda Z. absent

Treasurer's Report:

- *Review and approve Treasurer's Report Budget vs. Actuals*
- Hayden P. absent, but emailed it to the Board
- Berj B. shared Treasurer's Report

Membership Chair Report:

- *Membership Report*
- Current member total - 516
- New - 1 student
- Expired - Info not available
- Transfers - Info not available
- Aaron Z. nominates Ryan D. to fill an open position on the Advisory Board. Ryan D. accepted. Berj B. appointed.

Chapter Web / Communications Report:

- Greg Z. reported no updates
- Jessica J. - Reminder that ASSP is revamping their website beginning 9/6. Greg Z. - Online store will not be available.
 - On the ASSP Website: "The ASSP website will undergo a major upgrade from September 6-16, 2024, and the online store will be unavailable during this period. If you would like to make a purchase or need assistance during this time, please contact ASSP Customer Service: customerservice@assp.org"

Student Sections Report:

- *Oakland University* - Tara D.
 - Classes just started! Currently focusing on recruitment efforts for the student section.
 - Van Nguyen is the new Student Section President
 - Luke is Vice President, Carter is Treasurer, and Yasmine is Secretary - to be posted on website
 - Note: GDC will be financially supporting student memberships
 - Mentorship opportunities available - Reach out to Tara D. if you are interested
 - Van N. - Working on coordinating an EHS Student/ASSP Mentors Speed Networking event
 - Bonfire social event
 - September 20, 7-10 PM
 - Berj B. - GDC to financially support the event
 - Greg Z. to post on website and Janae C. to post on Events page
- *University of Findlay*
 - No updates



Programs & PD Report:

- **Programs**
 - September -
 - MIOSHA MVPP Program Overview (Lunch & Learn)
 - September 17 at 12 pm
 - EHS Student/ASSP Speed Networking
 - September 20
 - New Hire Safety Orientation: 14 Ways to Make It Effective, Impactful and Even Fun
 - September 26, 3:30 PM at Oakland University HHB and Zoom
 - Programs Committee is working on social event for December
 - What would members be willing to pay to attend a holiday event with the GDC?
 - \$25-40 for a nicer event
 - Possible to repeat Detroit Zoo Wild Lights, new options are more costly
 - Sponsorship is an option
 - Jessica J. - Meadowbrook Hall is a great location, pretty during holiday time, lots of potential for different events, VP of OU Student Section works there, Tara D. gets 10% off rental, students can possibly get in free
 - Tara D. - Option for strolling dinner or plated dinner
 - Holiday lights included
 - Angela C. - Top Golf could be restrictive based on room space (6 people max.)
 - Meeting week of 9/9 to solidify decision
 - December 4 - CAM Leadership Conference
 - *ASSP will be providing CEUs*
 - *Seeking presenters for specific topics (construction-related)*
 - Greg Z. and Carl G. will be presenting at the conference
 - Carl G. - Will take the action to apply for CEUs. Proposal to split the \$100 cost to apply for CEUs in half with CAM.
 - Carl G. - Do you have a safety app you love? Please email Carl about it.
 - Tara D., Angela C. and Jessica J. posted some apps in the Zoom chat
 - Jason D. - Reach out to Carl G. about presenting to GDC in January
 - February - Once Upon a Time in Safety: The Science of Storytelling for Unforgettable Impact, Lisa Williams (Tenneco Communications Director)
 - Action: Janae C. to post on Events page on website
- **Programs Committee Meeting** scheduled bi-weekly

Advisory Board Report:

- The next Advisory Group Meeting is scheduled for Thursday, September 12, 2024 at 12:00 P.M.
- Greg Z. and Margaret W. will be attending. They will share more in the next Board Meeting.
- The Advisory members were informed that meeting details and materials would be mailed out at least a week in advance. At this time, no information has yet been received.

Roundtable:

- Angela C. - Does not get emails for events, email is not associated with GDC. Aaron M. confirmed the email cell is blank under membership. Karly S. sent "test" email from Secretary email.
 - Carl G. – Reminder that if you "Unsubscribe" from ASSP emails, you will not receive ASSP emails. Note that regional ASSP and ASSP Society are different email streams.
 - Action: Greg Z. to post reminder on website.
 - Aaron M. - Out of 516 members, many are blank. Berj B. action: follow up with those members to fill in emails if they want to receive comms and confirm how to re-subscribe. Will report next month.
- *Optional:*
 - *ASSP Foundation*
 - *Awards & Honors*
 - *Advisory Committee*



- o *Affiliate Societies*
- o *Community Affairs*
- o *Auditing & Nominating*
- o *Govn't Affairs*
- o *Long Range Planning*

Meeting Adjourn: Karly S. motion to adjourn, Berj. second. Meeting adjourned at 3:15.

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	<i>Decide criteria for student scholarship</i>	<i>Berj B.</i>	<i>7/30/2024</i>	-----
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	5/2/2024
8	Start a committee for Student Scholarships - goal to initiate by September	Tara D. / Hayden P.		
9	Establish Liaison for ESD and decide whether to renew	Sandy A.	6/6/2024	6/6/2024
10	Send out nomination for Special Election to vote in September meeting	Karly S.	8/29/2024	—



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