



Meeting Attendees					
X	<b>Berj Bush</b>	President	X	<b>Jason Dubyk</b>	Programs Chair
	<b>Linda Zaziski</b>	Vice President	X	<b>Aaron Munoz</b>	Membership Chair
X	<b>Karly St. Aubin</b>	Secretary		<b>Jessica Jannaman</b>	Awards & Honors
X	<b>Hayden Ploss</b>	Treasurer	X	<b>Carl Granger</b>	Chapter Chair - Misc.
X	<b>Gregory Zigulis</b>	Chapter Advisory Group, Webmaster, Comm.	X	<b>Tara Diesbourg</b>	Oakland Univ. Student Section Advisor
X	<b>Ryan Darling</b>	Chapter Advisory Group			Univ. of Findlay Student Section Advisor
	<b>Margaret Warack</b>	Chapter Advisory Group		<b>Van Nguyen</b>	OU Student Section President
	<b>Janae Carter</b>	Student Liaison	X	<b>Tabitha Dluge</b>	Guest
X	<b>Byron Beattie</b>	Community Affairs Chair		<b>Chris Martinez</b>	Guest
	<b>Angela Cook</b>	Guest	X	<b>Kathy Spinks</b>	Guest
X	<b>Ciara Bazinski</b>	Guest	X	<b>Nick Valentine</b>	Guest

X – Present    R – Reported Unable to Attend

Meeting Date/Time	
<b>Date:</b> 1/9/2025	<b>Time:</b> 2:01 PM
<b>Location:</b> Zoom	<b>Recorded by:</b> Karly St. Aubin

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

Notes
<b>Quorum Established:</b> Yes
<p><b>President's Remarks:</b></p> <ul style="list-style-type: none"> <li>• <i>Establish a Quorum</i></li> <li>• <i>Call to Order</i></li> <li>• <i>Roll Call</i></li> <li>• Register for the ASSP Leadership Conference               <ul style="list-style-type: none"> <li>◦ Thursday, Jan. 23   11 a.m.–12:30 p.m. CT (<b>12 PM Eastern</b>)   0.1 CEUs</li> <li>◦ Kick off the new year with the ASSP Leadership Conference January Jump Start. Designed for volunteer leaders, this engaging 90-minute event offers new ideas, motivation to lead with confidence and camaraderie with peers who share your commitment. <a href="#">Register today</a></li> </ul> </li> <li>• Community Technology Updates               <ul style="list-style-type: none"> <li>◦ We have a bunch of tools available to our chapter for selecting and managing virtual programming. The Southern Nevada Chapter showed how it uses its YouTube channel to enable members to view meetings. <a href="#">Example</a>.</li> </ul> </li> <li>• <b>LAST CALL</b> — ASSP Foundation Supports Your Education</li> </ul>



- o College students: If you're enrolled in three credit hours, you can apply for ASSP Foundation scholarships. Applications are being accepted through Feb. 15. Awards will be announced in the spring.  
[Link](#)
- Safety professionals: Support your conference attendance or your pursuit of certifications and industry certificates by applying for ASSP Foundation Career Development Grants. Applications are accepted year-round.
- Important events coming up - to be discussed in Programs section.
- The Nominations & Elections Committee has been formed.
  - o A call will go out to the general membership to see if they are interested in an open position. Secretary position will be open.
  - o Call for SPY Award! Nominate by Feb/March.

**Secretary:**

- *Approve minutes from last meeting*
- Karly S. shared the December 2024 minutes and emailed them to the Board. Berj B. motion to approve minutes, Hayden P. second.

**Vice President's Remarks:**

- No updates

**Treasurer's Report:**

- *Review and approve Treasurer's Report Budget vs. Actuals*
- Hayden P. shared the Monthly Financial Report on screen and emailed it to the Board.
- Hayden is trying to get the CD populated in the report.
- Berj. B motion to approve, Karly S. second.

**Membership Chair Report:**

- *Membership Report*
- Berj B. - How we access the membership roster has changed by ASSP. We now have one single login: the Chapter login. We had some technical difficulties, but our password has been reset.
  - o Members: 467
  - o Expired: 13
  - o New: 4
- Aaron M. will reach out to welcome new members and support expired members.

**Chapter Web / Communications Report:**

- Greg Z. - Will explore anything that needs to be done with the changing of the website platform.

**Student Sections Report:**

- *Oakland University*
  - o Tara D. - First student section meeting was yesterday.
    - There are a few meetings underway - Greg Z. will be the first speaker!
    - Highlighting scholarships for ASSP Foundation and Michigan Safety Conference. The goal is to increase applicants from OU.
    - Tara will email out to see if GDC needs to sponsor any new student memberships.
  - o Byron B. - The MSC Scholarship Committee is reworking the application to attract more students.
- *University of Findlay*

**Programs & PD Report:**

- **Programs**
  - Follow up: Career Quest connection for technical speaker on EV vehicles (Aaron M.)
  - January, February, and March meetings on website... Register today!
  - January 17 at 5 pm - New Year Kick Off
    - o \$15 for members, FREE for Board and extended Board



- Proposal: Allow “plus one” - Approved
  - Plus one to be registered by member with member email address, plus one cost is \$15
- Registration ends tomorrow! Extend registration to January 15.
- 9 people registered currently (planning for 15)
- Jason will be at the event early to set up.
- Karly S. meeting with [OrthoLive](#) next week to discuss presenting.

**Advisory Board Report:**

- Greg Z. - No updates
- Email address for anyone who is interested in getting involved with the governance: [Governance@ASSP.org](mailto:Governance@ASSP.org)

**Roundtable:**

- Zoom Renewal - Berj B.
  - Expecting to be coming up in January
  - Karly S. to check Zoom account
- Safety Day on Oakland University campus - May 30-31
  - Inviting local school groups and Girl Scouts
  - Demo stations of all different kinds of EHS concepts (i.e., confined space)
  - Call for volunteers to give a demo
- Community Affairs - Byron B.
  - Survey Region 7 & 5 as far as occupational support (~30 Chapters)
  - Small Business Training for safety - this is something other Chapters are doing for small businesses that do not have the resources for safety.
  - There is a need for Tornado Spotters in some locations.
  - Food donation and pantry support is something the Chapter could get involved in.
- Government Affairs
- Affiliate Societies
- Awards & Honors
  - SPY Award election ballot will be going out. Send in your elections!
- Community Affairs
- Upcoming 2025 conferences:
  - EGLE No Spills Conference, February 11-12 in Novi
  - Michigan Safety Conference, April 15-16 in Lansing
    - **HAZWOPER Training Class available on April 14 - Registration information is on MSC website**
  - MI State Police Conference, April 22-24 in Boyne Mountain
  - CAM Annual Event in Novi, February 12 in Novi <https://miconstructionexpo.com/attend/>
- *Optional:*
  - *ASSP Foundation*
  - *Awards & Honors*
  - *Advisory Committee*
  - *Affiliate Societies*
  - *Community Affairs*
  - *Auditing & Nominating*
  - *Govn't Affairs*
  - *Long Range Planning*

Meeting Adjourn: 2:45 PM

**Action Items**

Item No.	Action Item	Responsible Party	Target Date	Completion Date
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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	<b>Start a committee for Student Scholarships - goal to initiate by September</b>			
9	Establish Liaison for ESD and decide whether to renew	Sandy A.	6/6/2024	6/6/2024

### 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