



Meeting Attendees					
X	Berj Bush	President	X	Jason Dubyk	Programs Chair
X	Linda Zaziski	Vice President		Aaron Munoz	Membership Chair
X	Karly St. Aubin	Secretary		Jessica Jannaman	Awards & Honors
X	Hayden Ploss	Treasurer	X	Carl Granger	Chapter Chair - Misc.
R	Gregory Zigulis	Chapter Advisory Group, Webmaster, Comm.	X	Tara Diesbourg	Oakland Univ. Student Section Advisor
	Ryan Darling	Chapter Advisory Group			Univ. of Findlay Student Section Advisor
	Margaret Warack	Chapter Advisory Group		Van Nguyen	OU Student Section President
	Janae Carter	Student Liaison	X	Tabitha Dluge	Guest
X	Byron Beattie	Community Affairs Chair	X	Juan Mejia Restrepo	Guest
	Angela Cook	Guest	X	Luke Olsowy	Guest
X	Ciara Bazinski	Guest	X	Chandni Thakkar	Guest
X – Present R – Reported Unable to Attend					

Meeting Date/Time	
Date: 3/6/2024	Time: 2:07 PM
Location: Zoom & Oakland University	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
<p>President's Remarks:</p> <ul style="list-style-type: none">• Establish a Quorum• Call to Order• Roll Call• Society elections have started. You should have received an individualized e-ballot. Please vote! Local chapter elections will begin this shortly, more details to follow.<ul style="list-style-type: none">○ Hayden P. sent his bio to Linda Z.• Looking ahead at the calendar:<ul style="list-style-type: none">○ Our fiscal year ends 3/31 and our annual audit needs to be completed in April.○ Consider a date for a mini-ROC in June. Initial thoughts 6/5 from 2-4 in lieu of a board meeting (food & refreshments provided). A robust agenda will be developed.○ Joint ASSP Michigan Chapter presentation: 4/15 Michigan Safety Conference, Derek McCormick, JD, CSP will present on the MIOSHA Citation & Appeals Process.



- o Region VII Spring ROC is 4/24-25 at the University of Notre Dame.
- We received a notification from Chapter Services that we were allotted 2 Advisory Member positions. We seem to bounce above and below 500 members, causing either 2 or 3 Advisory Member allotments. Note: 249 members or less = 1 advisory member, and 1 additional advisory member per 250 members or portion thereof. We can appoint a person later in the year if we are granted a 3d member.
- [It's Time to Celebrate! ASSP Leadership Conference Virtual Event](#) Wednesday, April 23 | 2:30 p.m.
 - o This virtual event takes place during National Volunteer Week, and we are looking forward to recognizing and celebrating our volunteer leaders! This session will feature appreciation for all that has been accomplished, and recognition of all the hard work volunteers contribute each year. Enjoy games, educational sessions, and opportunities to connect and celebrate with your fellow ASSP leaders.
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Secretary:

- *Approve minutes from last meeting*
- Berj B. motion to approve January 2025 and February 2025 meeting minutes. Hayden P. second.
 - o Email feedback to change January meeting minutes to reflect year 2025.

Vice President's Remarks:

- New Board Elections
 - o Need to connect and work on Crowdsignal survey platform.
 - o Karly S. & Linda Z. to work on this
 - o Seeking to have ballot completed within 2 weeks

Treasurer's Report:

- *Review and approve Treasurer's Report Budget vs. Actuals*
- Hayden P. shared the Monthly Financial Report
- New website being used for Treasurer email
- Berj B. motion to approve Treasurer's Report, Karly S. second

Membership Chair Report:

- *Membership Report*
- No updates

Chapter Web / Communications Report:

- Massive update to Web Services. The platform should be more streamlined now.
- There is a new IT Ticketing System, streamlining the process for website issues and chapter communications.
- If you have a job posting that you would like to get posted, send a note to Greg Z.

Student Sections Report:

- *Oakland University*
 - o Working on OSSA Application
 - Research requirement is a gap. Not expected to be a barrier.
 - o Karly S. will be speaking to student section on March 26, 6-8 PM, hybrid; topic: Battery Safety
 - Tara D. to post to GDC website
 - Link to join:
<https://oakland-edu.zoom.us/j/96508771252?pwd=LxcYUBMeBnhluWUDvoJYZlfsPsEePK.1>
 - o 5 confirmed OU students attending Michigan Safety Conference. Once headcount is confirmed, OU student section will propose Board with funding options.
 - Karly S. sent student sign-up sheet to Tara D.
- *University of Findlay*



Programs & PD Report:

- **Programs**
 - Nicole Gibson, Legalization of Marijuana
 - May
 - Survey for summer event preference
 - Will be scheduled in July/August
 - Ideas: Belle Isle/Stony Creek Cleanup & Picnic, Zoo, Tigers Game, others?
 - 70th Anniversary Celebration
 - Will be scheduled in December
 - Venues: Meadowbrook Hall, Henry Ford
 - Mini-ROC in June

Advisory Board Report:

- No updates

Roundtable:

- Government Affairs
- Affiliate Societies
- Awards & Honors
- Community Affairs
 - Byron B. shared different community affairs opportunities from ideas from other ASSP Chapters.
- Upcoming 2025 conferences:
 - 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
- Hayden P. - Updated email address.
- Karly S. to update April Board Meeting information on website.
- *Optional:*
 - *ASSP Foundation*
 - *Awards & Honors*
 - *Advisory Committee*
 - *Affiliate Societies*
 - *Community Affairs*
 - *Auditing & Nominating*
 - *Govn't Affairs*
 - *Long Range Planning*

Meeting Adjourn: 2:47 PM



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>	<i>-----</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			
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