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| Purpose: Board Meeting | |
| Date & Time of Meeting: | January 26, 201 8at 3pm |
| Conference Call/In Person Meeting: | Royal Oak Tap House/Phone Conference  call in - 515.604.9991, access code - 443184 |
| Minutes Prepared By: | Zaziski |

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| **#** | **Member Name:** | | | **Position:** | **Status:** | |
| 1 | Jessica Jannaman | | | Past President; Nominations/Elections |  | |
| 2 | Aaron Munoz | | | President | x | |
| 3 | Linda Zaziski | | | Secretary | x | |
| 4 | Doug Hayes | | | Vice President |  | |
| 5 | Kathy Glodich | | | Foundation |  | |
| 6 | Dave Andrews | | | Student Section – Oakland |  | |
| 7 | Kim Lichtveld | | | Student Section - Findlay |  | |
| 8 | Lisa Macauley | | | Programs |  | |
| 9 | James Burk | | | Affiliate Society |  | |
| 10 | Oscar Milian | | | Newsletter |  | |
| 11 | Carl Granger | | | By-Laws |  | |
| 12 | Becca Drzewiecki | | | Awards & Honors |  | |
| 13 | Greg Zigulis | | | Delegate/Webmaster |  | |
| 14 | Brenda Clarke | | | Long Range Planning |  | |
| 15 | Anthony McKenzie | | |  |  | |
| 16 | Hailey Fulton | | | Treasurer | x | |
| 17 | Blake Hess | | | Professional Development | x | |
| 18 | Garrett Stricker | | | Delegate |  | |
| 19 | Sandy Aufermann | | | Government Affairs |  | |
| 20 | Eileen Bullen | | |  | x | |
| Approvals | | | | | | |
| **Quorum Established:** **No** | | | Member Meeting prior - very successful 7.5 avg. | | |  |
| Treasurer’s Report – Finance | | | * December and January Reports to be reviewed and voted on in February **- No Quorum** | | | |
| Secretary’s Report – Minutes | | | * December and January Minutes to be voted on in February - **Not Quorum** | | | |
| Updates | | | | | | |
| **Report** | | | **Status/Numbers/Next Meetings/Events** | | | |
| Membership | | | Total: 434, New 6, Expiring 0, Transfers in 4, Transfer Out 1   * Turn sponsorship into a regular function * Personal email from president | | | |
| Student Sections | | | **Oakland:**  **Findley:**  **ACTION:** Need Board members attend meetings   * Student leaders asked about possible expense reimbursement.   **ACTION:** Consider involvement with Lawrence Tech. Doug to take the lead. | | | |
| Newsletter/Website | | | * Once a month tickler newsletter, publish full articles on the website. * Push members to website. Include professional corner, recognized. * Consider Northern Ohio sends out snapshot of upcoming meeting. * Make sure we can show: ‘Are we communicating with members on a regular basis?’ * Provide link to student section, activity link * Oscar send newsletter to Greg, to Aaron and Doug will send out communication.   **ACTION:** Put sponsorship in the Newsletter/Website  **ACTION:** Provide information, updates and articles, best in class/best practice, member spotlight to Oscar | | | |
| Programs | | | No Update  **ACTION** Doug will close out his PayPal - will coordinate with Hailey.  **ACTION:** OHST class - Joint class with Lansing. Late 2018. Group thinks this is an excellent idea. Carl to continue discussion.  **ACTION:** Board Members interested in being a Mentor/Mentee – Contact Doug  **ACTION:** Need to put program listing together and publish on website; Lisa to head-up   * Traumatic Incident Response Training. Aaron and Linda to joint present. * January 26; Limited Space, Ottawa Co Resource Center, Oak Harbor OH; Silica Day. * Upcoming value added topics: ISO45001, ASSE/ANSI Z10, and GI corollary to Silica standard (Greg volunteered to instruct). | | | |
| Bylaws | | | Bylaws need to be totally reworked. | | | |
| Foundation | | | * No Update | | | |
| Affiliate Society and Professional Development | | | **ACTION:** January 18; Ohio dinner; on back injury - Aaron to attend; contact for carpool   * January 26, 8am; Silica in Construction * Consider partnering with CAM for mini vignettes   **ACTION:** Doug to extent invite to ESD to attend our board meeting | | | |
| Delegate | | |  | | | |
| Government Affairs and Community Affairs | | | * Consider connections with local government officials - speaking as constituents and taxpayers - Possible Jan/Feb event. Becca has some names for possible leads. | | | |
| Awards & Honors | | | * Technical paper underway. On website. Becca simplified this year. * Oakland/Findley facility contacted. Will be directing everyone to website. Faculty * Jan 8-29th accepting papers * Doug, Eileen and Linda volunteered to participate in judging. * Doug making nomination for Chapter SPY - (Jessica) * SPY nomination information needs to be posted to website and newsletter.     **ACTION:** Linda to forward Carl’s past SPY submission to Doug | | | |
| Long Range Planning | | | * No Update | | | |
| **General Discussion**   1. ASSP Changes - Lots to do…. 2. Schedule Mini ROC (Consider Saturday, Jan 13 or 20th) 3. Schedule Finance Audit  * **ACTION:** Need to identify the dates and responsibilities for name change - bylaws, new bank account, update all info. Carl, Doug and Aaron to review webinar and will advise. Blake to work with Aaron to create checklist of what is needed. Consider using Mini ROC or Tap house event as source for action. Need % of total membership to approve bylaws. * **ACTION:** Aaron to send out survey for dates to have Mini ROC strategic planning session. | | | | | | |
| **Adjourn Time/Next Meeting** | | | | | | |
| **Start Time: 9:00 am** | |  |  | | |  |
| **Adjourned: 9:44am** | | **Motion** to Adjourn: Doug Motion Seconded: Aaron **MOTION ACCEPTED** | | | | |
|  | | **December 21 – Conference Call at 9:00am**  **Target Date: January 26, 2018- networking, technical, board meeting at 1:00pm; Royal Oak Brew House** | | | | |

**Member Meeting Notes:**

Presentation - Blake Hess

**Name Change**

* Makes sense; do not need to be an engineer
* Captures all of the different aspects of safety
* Some engineers do not like the change
* Global, International - many would like
* Professionals better for younger professionals/students
* More of an open door feeling

Vote regarding name change in bylaws will to take place in February

What to cover in Presentation(s)/Technical Meetings:

* OSHA Call
* Investigation
* Pictures
* DOT
* Personal Experiences
* Best Practice - your take aware
* Who needs to know
* Communication with - employee, out of state family
* Debrief
* Bio-hazard clean-up
* Front line and staff consulting
* Local Demographics
* Police
* How and when to recover get back in operation
* Chemical spills
* Other notification of businesses
* Haz-wopper
* Critical event/Risk Management
* Chain of command, roles and responsibilities
* ALICE Training

**Why did you come:**

* Networking
* Company allowed and encouraged
* Student - running into people within the organization and networking. Changes; easier to relay information on changes to company. Self performance GC role.
* Hard to be good safety person w/o networking. Question bouncing
* First time came to a meeting in 2 years. Very difficult to get out of office. Job duties/times of meetings were not convenient.
* First meeting with group. Astonished with number of people involved in safety, meet people, familiar faces. Never really interactive; Denver opened eyes - lots of different industries that have safety professionals in. Safety is Safety
* New year’s resolution to participate more
* Raffle; Email enticed. There are competing interests for industry
* Consider a google meet; virtual type of meeting.
* Networking and meet people in field, recognize with common ground. Us against them. Relate to people in other industries, not stuck in own little section of the world
* Take all experience and tools to disseminate
* Met the best people anywhere! Need to know where to look.
* Building the network, like minded folks, experience, networking. Stay abreast - know what to look forward to
* Between Lansing or GDC. Therapy. Belief need safety coordinator not just a committee. Share with folks for therapy. Safety is a career
* Networking, important to step away, talk about fun stuff and important stuff. Learn new things for different industries.
* Shift regulators and lawmakers. We have a voice! Regulations
* Interest but as a student never felt like I was invited. Should open up to students.
* Had to go to get credit for class - good to go, now in profession, more involvement
* Tipping point…. Email and advisory group at Wayne State, personal connection. Seen value of ASSE, training courses.

**Suggestions/Ideas/Take-Aways**

Testimonial - Client Endorsed Letter

Set up all upcoming dates

Alliance with other chapters - Feb 28th, Coffee with MIOSHA, Kelly Services 9am - 11am;

Ann Arbor - May

Aaron to send out meeting notice