ASSP Board Meeting

10/27/20

Attendance:  Lea Burger, Norm Arendt, Jake Taylor, Carrie Parman, Wes Maertz, Tom  Egstad, Ryan Schall

**ROC Meetings:**

* Tom attended Fall ROC Meeting
	+ Chapters looking to collaborate on meetings virtually
		- Looking at consistent operating platform - Teams, Zoom, WebEx, Etc.
	+ Make sure Chapters have a plan to execute funds.

* Spring ROC Meeting is April 30th 8:30 - 12:30
	+ President and Incoming President requested to attend.
	+ Lea to resend appt to Board with new date and time

**Reviewed Badgerland Plan and assigned responsible parties.**

* Green rows are done and points earned
* Section 4 Voting for Positions
	+ Possible Live Voting during a Virtual Meeting
* Section 5
	+ Jake Website
		- Highlight accomplishments and denote points earned.
	+ Norm - Email Communications
		- Denote subjects of emails in the spreadsheet
		- Look into using text messages to communicate with members
		- Looking to using more social media
			* Need to track topics
			* Someone to keep sites up to date
* Section 6 ROC Meetings
	+ Available Board Members to attend April 30th meeting.
* Section 7 Board Participation
	+ 3 Board Meeting held
	+ ASSP Leadership Conference
		- Can attend recorded sessions for credit
			* Link going to Board for attending
				+ Norm, Jake, possibly Ryan and Carrie, Lea
	+ Tom to send out the Duties List and post to the Google Drive
	+ Norm sent a Communication Survey in October and Board Positions Interest Survey last week of October
	+ Tom has taken ASSP training for President, President Elect should take the training as well.
	+ President to meet with President Elect to review duties.
	+ Additional Actions of the Leadership Team
		- Online training
			* Carrie, Wes and Lea to take some of the Online Training for positions
				+ Jake to send Link
	+ ASSP Website has section on Community Leadership tools.

* Gather best practices from other Chapters
	+ Wes working with Todd Loushine and the WI Chapter, waiting to hear back from WI Chapter.
	+ Ryan will reach out to Nicolet Chapter
* Section 8 Chapter Interaction
	+ Student Scholarship
		- Jeremiah, Norm and Wes
	+ Partnering with WI Chapter and possibly Nicolet, AHIA, ASIS
* Section 9 Chapter Tracking:
	+ Tracking meetings with subject, and date
	+ Carrie to send Jake a list of monthly topics for Website
		- Topic, Month, Tentative, Confirmed Date and Time, Board Owner
* Section 10 Member Value Activities
	+ Refer members to ASSP site
	+ Recognize membership length
	+ Job Postings
* Section 11 - Chapter help members with Leadership skills
	+ Board goes through available tools
	+ Wes attending Future Leadership Conference
		- Mock interviews
		- Roundtable discussions
	+ Norm  participates in CHPRA at UW
* Section 12 Certifications and CEU
	+ Norm - CEUs for meetings
	+ Certifications study groups have not worked well
		- Can possibly offer
			* Members wanting to form a study group contact Jake Taylor or Ryan Schall
* Section 13 Local Network of Safety Professionals
	+ Norm contacts possible new members
	+ January Have a member, get member to the OSHA Update for membership drive
* Section 14 To Be Done
* Section 15 To Be Done

Next Board Meeting: November 17th 2pm

Next Member Meeting: November 13th 2pm

Norm to send the Zoom Meeting out.

December Member Meeting: Dec 3rd, time TBD