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