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| **DATE** | **LOCATION** |
| 1/9/2019 | Thunder Bay Grille – Waukesha, WI |
| **ATTENDANCE** |
| **Present**: Cory Vickers, Becky Severson, Elier Aguilera, Joel Dickinson, Craig Everson, Jake Boulware, Jared Owen, Bruce Morton, Tony Prospero, Russ Fote, Ross Lukowski, Timothy P. Bohr.  |
| **MEETING CALLED TO ORDER** |
| Meeting was called to order at 10:14 p.m. by Corey Vickers |
| **REPORTS** |
| Past Minutes*Joel Dickinson* | Becky Severson made a motion to accept the 12/6/2018 meeting minutes; seconded by Elier Aguilera. Motion passes. |
| Treasurer’s Report*Jake Boulware* | November and December financials were not reviewed during the board meeting. Jake Boulware will send the November and December financials report to the board members and a vote to approve will be taken via email later.  |
| **COMMITTEE REPORTS** |
| Communications: Newsletter*Elier Aguilera* | Elier reported that the target to publish the newsletter is the week after the 1/9/2019 board meeting. Goal is to hand out hard copies at the next technical meeting if possible on February 22nd, 2019.  |
| Website*Rebecca Severson/Todd Loushine* | Becky Severson stated she needs meeting minutes from the past several chapter board meetings to post on the ASSP Wisconsin website. Cory Vickers to provide Becky copies of meeting minutes.  |
| **Social Media**Lizzy Polheber | Joel Dickinson has created the ASSP Wisconsin Twitter page and will contact Lizzy Polheber to see if she wants to manage the Twitter page in addition to Facebook. Cory reported that Facebook page has about 18 followers. The board agreed that we need to increase social media traffic. Elier is going to include information in the ASSP newsletter informing chapter members about the Facebook and Twitter page.  |
| **Community Affairs***Jared Owen* | No Update |
| Professional Development/CSP*Tony Prospero* | Tony Prospero reported that CSP development disks that we loan to members are 2 years old. Becky Severson made a motion to purchase two new sets of CSP certification training preparation disks totaling $1,600. Jake Boulware seconded the motion. All in favor. Motion passes.  |
| Job Line*Dave Culp* | Cory reported that there are currently no open jobs posted on the ASSP Wisconsin job line. However, the job line is routinely being updated. Becky Severson reported that she has a job opportunity in CA if anyone is interested.  |
| Government Affairs*Brian Well* | No update.  |
| **Bylaws***Jared Owen* | No update.  |
| Membership*Russ Fote* | The board reported that there are 348 chapter members as of 1/8/2019.  |
| Student Section/Scholarship*Peter Mark/Todd Loushine* | Craig Everson followed up on an idea that he initially presented at the December 2019 board meeting about possibly using the student scholarship money to instead have the ASSP Wisconsin Chapter sponsor and mentor individual inner-city high school students (16-18 years of age) who are interested in pursuing a career in EHS.Craig reported that he spoke with a representative from GPS which is a non-profit program through the WI Department of Workforce Development Youth Apprenticeship Program. Craig reported that GPS is very interested in the idea and potentially partnering with the ASSP Wisconsin Chapter. However, GPS would need the ASSP to present a formal plan. The board decided to hold off pursuing the idea until more information can be collected. Cory suggested that a representative from GPS attend a future board meeting, so the board can learn even more about the youth apprenticeship program. Craig stated he would follow up with GPS to check on availability. Corey reported that the ASSP WI Chapter scholarship is going to be awarded around March / April and it is fast approaching. Elier stated that he would include information regarding the scholarship in the next chapter newsletter.  |
| House of Delegates*Todd Loushine/Corey Vickers* | No update.  |
| COMT/Long Range Planning*Corey Vickers* | Corey Vickers reported that May 21st is the annual financial report deadline and there is a need to appoint someone to audit the financial report. Brian Oberle has audited the financial report in the past. Corey will follow up with Brian to see if he would be willing to audit this year’s financial report again.  |
| Chapter WISE*Becky Severson* | Becky reported that food donations collected at the holiday social event were delivered to the Hunger Task Force of Milwaukee.  |
| Recreation Committee*Bruce Morton / Elier Aguilera* | It was reported that approx. 20 people attended the December 2018 ASSP WI Holiday Social at the Cotton Exchange in Waterford. The board was happy with the turnout and recognized the great work that Becky Severson did to organize the event.  |
| Elections and Nominations Committee*Todd Loushine* | Corey reported that there are two candidates for sure who are interested in the secretary position. They are Lizzy Polheber and Matt Schmitt. The board will post the nominations on March 1st. The chapter will vote in April and the results will be added to the May newsletter.  |
| Region V Conf. Call | No update |
| Key Dates Review | No update  |
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| **CHAPTER MEETINGS & PROGRAMS** |
| **Technical Meeting Schedule***Board & Guests* | February 22nd, 2019 – Reducing Work Injuries – Third Space Brewing – Milwaukee, WI. Meeting will be capped at 30 individuals. Becky reported that the event is posted on the ASSP WI Chapter website. March 7th, 2019 – Alverno Safety Day – Russ Fote reported that speakers have been identified and are committed. Russ Fote has the flyer ready and Becky Severson will get Joel Dickinson the flyer to email to the chapter membership. April 2019 (TBA) – Spring ROC – Quad Cities, IA – There is still no date. Both Corey Vickers and Elier Aguilera plan to attend. June 9th – 12th, 2019 – Safety 2019 – New Orleans, LA – Craig Everson and Elier Aguilera are tentatively planning on attending. Todd Loushine is presenting at Safety 2019.  |
| **OLD BUSINESS** |
| **Name Change on Bank Account** | The name change on the bank account has not been completed. Still outstanding as bank is requesting signatures and a Tax ID form from the ASSP. The board has decided to bank with Landmark Credit Union due to customer service issues BMO. At the December 2018 board meeting Todd Loushine said he would work to obtain Tax Identification # letter. The board is currently waiting to receive the letter at this time as of the 1/9/2019 board meeting.  |
| **New Officer Training** | Corey Vickers reminded the board that new officers need to complete (online) new officer training so that Corey can update COMT. Corey sent out the training link to board members on 1/8/2019. The goal is to have all new members complete training by the next board meeting held on February 22nd, 2019. |
| **Safety FM** | Becky Severson reported that the Safety FM podcast that Todd Loushine was a guest speaker on will be posted on the ASSP Wisconsin website.  |

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| **New Business** |
| **2019 Large PDC** | Todd Loushine and Jim Jones were slated to organize the September 2019 event. Ross Lukowski expressed interest in working with Todd and Jim to help coordinate the event. Ross will be contacting Todd and Jim Jones to inquire. It was noted that topics and presenters are needed 3 months in advance. The event needs approximately 20 speakers. It was reported that OSHA will participate. The cost of the 1.5 day event is approximately $18,000 for 250 participants.  |
| **Technical Meeting Schedule Modification** | Bruce Morton and Jake Boulware who are assigned to lead/organize two upcoming chapter technical meetings are going to swap months (April and May).  |
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| **NEXT BOARD MEETING** |
| February Technical Meeting February 22, 2019Board Meeting: 2:00 p.m. – 3:00 p.m. Third Space Brewing |
| **MEETING ADJOURNED** |
| Motion to adjourn he meeting was made at 11:12 p.m.by Craig Everson. Seconded by Elier Aguilera |