|  |  |  |  |
| --- | --- | --- | --- |
| **DATE** | | | **LOCATION** |
| April 18th, 2019 | | | Grunau Company  Oak Creek, WI |
| **ATTENDANCE** | | | |
| **Present**: Cory Vickers, Rebecca Severson, Elier Aguilera (Phone), Jared Owen, Bruce Morton, Jake Boulware, Joel Dickinson | | | |
| **MEETING CALLED TO ORDER** | | | |
| Meeting was called to order at 10:11 a.m. by Corey Vickers | | | |
| **REPORTS** | | | |
| Past Minutes*Joel Dickinson* | February 2019 and March 2019 board meeting minutes were reviewed. Rebecca Severson generated the February 2019 meeting minutes. Joel Dickinson generated the February 2019 meeting minutes. Corey Vickers made a motion to approve the minutes for both months. Jake Owen second the motion. Motion passes. | | |
| Treasurer’s Report *Jake Boulware* | Jake Boulware presented the February 2019 and March 2019 Financial Reports.  Jake reported that the unknown $15.75 Amazon digital charge from account # 7257 that was reported at the March meeting was made by Bruce Morton.  Jared Owen made a motion to approve both financial reports. Rebecca Severson seconded the motion. Motion passes. | | |
| **COMMITTEE REPORTS** | | | |
| Communications: Newsletter *Elier Aguilera* | | The goal was to have the March newsletter completed by April 1st. Elier reported that the newsletter is about 75% complete. Suggested newsletter topics include a recap of Safety Day at Alverno College, information regarding the upcoming golf outing, information regarding next technical meeting, PDC fall safety conference at Potawatomi Bingo and Casino, WISE update and SSO update. The board agreed that the news letter needs to be distributed by April 19th. Elier indicated that he would have it distributed by then. | |
| Website *Rebecca Severson/Todd Loushine* | | Becky Severson reported that she needs to contact the ASSP webmaster seeking help adding PDC sponsorship and vendor payment option registration capabilities to the ASSP Wisconsin Chapter Website. | |
| **Social Media**  Lizzy Polheber | | Lizzy Polheber reported to the board prior to the April 2019 board meeting that 10 people are interested in the ASSP Wisconsin Chapter Golf Outing on Facebook. Lizzy is concerned that registration link for Golf Outing on Facebook may not be working. Lizzy also wants to do a chapter promotion where funny/interesting pics are posted on the ASSP Wisconsin Chapter page to generate interest.  Joel Dickinson reported that we have 23 Twitter followers. Joel reported that he would continue to follow Lizzy’s lead and post information that is posted on the Facebook page. | |
| **Community Affairs**  *Jared Owen* | | No update. | |
| Professional Development/CSP *Tony Prospero* | | Becky Severson is currently using the ASP exam preparation training disks as she prepares for the ASP exam. Becky has concerns with the quality of the training disks as there are typos in the training material. Becky doesn’t have any concerns with the actual accuracy of the training material. | |
| Job Line*Dave Culp* | | Corey Vickers reported that the last posting on the ASSP website Job Line is current as of April 2nd. | |
| Government Affairs*Brian Well* | | No update. | |
| **Bylaws** *Jared Owen* | | No update. | |
| Membership*Russ Fote* | | Corey Vickers reported that we have 369 members as of 4/15/19. The board welcomes new member Naira Campbell, PH.D at UW-Milwaukee. | |
| Student Section/Scholarship*Peter Mark/Todd Loushine* | | The board reviewed the background information on the three student candidates vying for the 2019 ASSP student scholarship. The three student candidates were Nick Mader, Chevon Cook and Nicholas Anderson. The board voted to award the $2,000 scholarship to Nick Mader. Jared Owen will contact Nick and notify him that he will be receiving the scholarship. The scholarship will be presented at the ASSP WI Chapter golf outing in June 2019. | |
| House of Delegates*Todd Loushine/Corey Vickers* | | Elier Aguilera will be Corey’s proxy at Safety 2019 in New Orleans June 9th and 12th , 2019. Corey Vickers does not plan on attending conference as previously discussed. Todd Loushine will be presenting at the conference. | |
| COMT/Long Range Planning*Corey Vickers* | | Corey Vickers reported that May 31st, 2019 is the annual financial report deadline and the Chapter Leadership report deadline. (Due at midnight on May 31st). Past President Brian Oberle committed to auditing the financial report however the board has not heard from Brian. Becky Severson volunteered to audit the report if Brian Oberle is unable to audit the report. | |
| Chapter WISE*Becky Severson* | | Becky Severson reported that WISE will be hosting a retreat at Safety 2019 in New Orleans. Becky does not plan on attending. | |
| Recreation Committee *Bruce Morton / Elier Aguilera* | | Elier Aguilera reported that Athletico Physical Therapy wants to sponsor the ASSP Brewers game outing this spring/summer. Elier Aguilera will be meeting with Athletico Physical Therapy in the next 2 weeks to discuss details. Elier will share additional details regarding the recreation event as they become available at the May 23, 2019 board meeting. | |
| 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 Schmidt. Becky Severson reported that elections begin April 30 and is open for 15 days. Results of the election will be discussed at the May 23, 2019 board meeting. | |
| Region V Conf. Call | | No Update. | |
| Key Dates Review | | No Update. | |
|  | |  | |
| **CHAPTER MEETINGS & PROGRAMS** | | | |
| **Technical Meeting Schedule**  *Board & Guests* | | April 25-26, 2019 – Spring ROC – Davenport, IA – Corey Vickers is planning on attending event which includes a tour of the John Deere facility. No other board members stated that they plan on attending. While attending, Corey Vickers will inquire into when it is the ASSP Wisconsin Chapters turn to host a ROC event.  May 23rd – St. John’s on the Lake construction tour. Bruce Morton and Lizzy Polheber to create flyer. Bruce Morton will send Joel Dickinson the flyer for email distribution to chapter members.  June 9th – 12th, 2019 – Safety 2019 – New Orleans, LA –Elier Aguilera and Todd Loushine are planning on attending.  June 25th – 23rd Annual Golf Outing at Hawk’s View – Flyers have been emailed, posted on FB and LinkedIn. Becky reported that registration is live the ASSP website. | |
| **OLD BUSINESS** | | | |
| **Officer Training** | Corey Vickers reported that online officer training has been completed by board members and recorded in COMT. | | |
| **Webinar** | Jared plans to film presentation at the technical meeting and post to ASSP website. | | |
| **Chapter Recognition at Safety 2019** | No update from Todd Loushine on two-minute video and photos for Chapter Recognition at Safety 2019 Luncheon. | | |
| **Officer transition and Election** | No additional comments. See comments above Elections and Nominations Committee | | |

|  |  |
| --- | --- |
| **New Business** | |
| **PDC Discussions** | First annual risk, health and safety conference will be held at Potawatomi Bingo and Casino on September 30th and October 1st, 2019. Flyer has been developed. Information regarding event will be added to the May 2019 chapter newsletter. There is currently a call for speakers. |
| **Golf Outing** | Becky Severson reported that 41 individuals have registered for the 2019 golf outing and 16 sponsors have committed to the event. Bruce Morton reported that he has collected 17 prizes for the golf outing but needs about 30 more prizes for the event. Joel Dickinson indicated that he would use Twitter to request prizes as most of the followers on Twitter following the ASSP Wisconsin Chapter are safety orientated companies who may be interested in sponsoring the event or donating prizes. |
| **Board member shirts** | Corey Vickers will pick three styles (polo, pullover, etc.) and present at the May 23, 2019 board meeting. |
| **NEXT BOARD MEETING** | |
| May 23, 2019  Board Meeting: 10:00 a.m. – 11:30 a.m.  Construction Tour: St. Johns on The Lake  1840 North Prospect Avenue  Milwaukee, WI | |
| **MEETING ADJOURNED** | |
| Motion to adjourn the meeting was made at 11:25 a.m. | |