



ASSE Wisconsin Chapter Board Meeting Minutes

DATE / LOCATION	September 16, 2014 Avanti Wind Systems, Inc., 5150 Towne Drive, New Berlin, WI 53151
ATTENDANCE	Present: Jared Owen, Brian Oberle, Becky Severson, Todd Loushine, Bruce Morton, Ken Kempke, Russell Fote, and Chris Nolan
	Meeting called to order 10:05 AM by Jared Owen.
REPORTS	
Past Minutes <i>Board members</i>	The June & August Board 2014 meeting minutes were unanimously accepted. Motion to accept minutes by Brian Oberle, seconded by Bruce Morton.
Treasurer's Report <i>Todd Loushine</i>	M&I Account Balances: End of August balance was \$14,627.48. Motion to accept financial reports by Bruce Morton, and seconded by Becky Severson.
OLD BUSINESS	Nothing to report.
COMMITTEE REPORTS	
Communications: Newsletter Brian Oberle	Brian Oberle reported that he's working on the Aug-Sept Newsletter, and plans to add photos from the Fall Region V ROC meeting, and share announcements from the UWW Student Section (such as the Oct 25 th Homecoming Tailgating social event)
Website (VP's Responsibility) <i>Becky Severson</i>	Becky Severson reported that the website is updated; we just need to add the updated details for the January Technical meeting. If you submit materials for posting on the website, Becky asked that you submit the information in a Microsoft Word document.
Community Affairs/WAFS <i>Jared Owen</i>	Jared sent the check/donation of \$900 (from golf outing raffle) to the Burn camp, and Todd will monitor when it gets cashed.
Professional Development/CSP <i>Bruce Morton</i>	The new CSP study materials were ordered (\$568.45) and are now available for use by our members. We need to add this to the website, and to contact Bruce and/or Tony P.
Job Line <i>(David Culp)</i>	Current job opportunities are posted on the website.
Government Affairs <i>Ken Kempke</i>	Ken continues to forward information from national to Jared and the members requesting the information. Jared asked if Ken could review the Emails from National and prepare a customized message to our membership when it pertains to Wisconsin.

Bylaws <i>Jared Owen</i>	Jared learned at the ROC that we need to update our by-laws to reflect the new "areas" created within Region V. Model chapter bylaws were provided at the ROC. Brian Oberle made a motion (Todd seconded) to have Jared and Brian make the recommended changes and then send (via Email) to the board members for review and discussion. We can vote on the language changes at the next (or future) board meeting.
Membership <i>Russ Fote</i>	277 current members (as of 9/15/14). 6 new members. Jared asked if new members were contacted (or could be) by phone to welcome them and provide opportunities for involvement (discussed at ROC meeting). Bruce (and Jared) will assist Russ in developing a new member contact process. Russ recommended we try to offer more opportunities (or better access to current opportunities) for CEUs.
Student Section <i>Todd Loushine</i>	Todd will discuss UWW and student section activities under New Business
House of Delegates <i>Jared Owen</i>	Nothing to report at this time. The next HOD is at the 2015 PDC in Dallas, TX (June 7 th)
Foundation Activities/ Scholarship <i>James Jones</i>	Nothing to report at this time
STARS <i>Brian Oberle and Jared Owen</i>	In August, Brian submitted the final STARS report and Chapter of the Year petition. Last year we were recognized as a "Gold Chapter". This year, we exceeded our goals for points and hope to achieve "Platinum" status.
Social Event Planning <i>Bruce Morton</i>	Bruce (and Jared) are investigating dates and options to host a winter social event in January or February. Due to last year's success in hosting the event with a pre-gathering at a hotel, using their shuttle service, and attending an Admirals game, that's what we're planning to do again.
Chapter WISE <i>Becky Severson</i>	No Update.
CHAPTER MEETINGS & PROGRAMS	
Technical Meeting Schedule <i>Board & Guests</i>	All the technical meetings for this year (Sept 2014 – June 2015) are set. See the updated calendar of events on the website, and available in monthly newsletters.
October Compliance Seminar at Alverno College <i>(Russ Fote)</i>	Registration deadline is Oct 6 th (for early-bird pricing, \$60) Russ identified the speakers for the event, a nice mix of well-received past speakers and new, exciting speakers.
2015 OSHA Seminar <i>Bruce Morton</i>	Bruce will finalize the date in either July and August, and update us in a future meeting.
NEW BUSINESS	
Fall ROC review <i>(Jared and Brian)</i>	Jared proposed some goals increasing membership and member participation (for example a 10% increase in both categories) Brian added that through more contact and interaction with our members, we'd like to have a group of volunteers for our April new board member election.
COMT form <i>Jared Owen</i>	Jared reported that at the Fall ROC meeting, the RVP reviewed the COMT form which indicated a need for emphasis on membership and leadership.). By reaching out and recognizing new members, and also by recognizing the members that continue to support us through attendance. We need to focus on this effort if we hope to go "platinum" next year.

<p>Spring ROC Planning, April 16-17, 2015 in Milwaukee <i>Becky Severson and Board</i></p>	<p>Becky reported that our original plan to host the Spring ROC at the Casino is not possible because they are already booked. Beck is investigating other hosting options (and maybe just uses the casino hotel). Chris Nolan recommended another site in DT Milwaukee that his company has used in the past, and Becky, Jared and Bruce will look into that option, and others, and report back in a future meeting. We're also still looking for a tour or social event for the ROC.</p>
<p>Golf Outing <i>Bruce Morton</i></p>	<p>It appears that all financing is finalized from the June 2014 event. Bruce volunteered to head the planning for the June 2015 golf event.</p>
<p>UWW Alumni Event Oct 25th <i>Todd Loushine</i></p>	<p>The student section is well into planning a big social event, prior to the Oct 25th UWW Warhawk Homecoming game. Beginning at 10AM in the Perkins Stadium parking lot, students will be serving burgers, hot dogs and sides. You don't have to be an alumn to attend. See our website and newsletter for more information and how to RSVP and get a ticket to the game.</p>
<p>Chapter Mentorship Proposal <i>Todd Loushine</i></p>	<p>Todd is creating a formal proposal to administer a chapter mentoring program. There are two objectives: 1. Connect experienced safety professions with students at UWW for advice, guidance, and opportunities; 2. Provide guidance and assistance to young safety professionals, either new to the field or to the area. Once completed, the proposal will be circulated to board members.</p>
<p>Request for Oct 2nd speakers at UWW <i>Todd Loushine</i></p>	<p>The student safety organization at UWW is asking for volunteers to speak at their Oct 2nd Technical meeting (kick-off meeting) from 3:30-4:30. This will be a panel discussion, providing an overview of ASSE and individual recommendations for preparing for a career in safety. Contact Todd if you are interested.</p>
<p>Chapter-hosted Virtual Seminars <i>Todd, Jared, Brian</i></p>	<p>Due to the OESH department moving into the College of Business and Economics at UWW, they have greater access to video recording and streaming, and online hosting technology. Over the next year, Todd would like to experiment with these "virtual offerings" with the help of chapter volunteers. This could be in the form of a pre-recorded presentation that can be viewed/streamed asynchronously, or a synchronous virtual offering of a technical meeting. Todd will investigate the later for the Nov. 20th technical meeting, in which Eddie Greer from BCSP will be addressing professional certifications. Brian and Jared concurred and volunteered to assist in this project.</p>
<p>NEXT BOARD MEETING</p>	<p>Next board meeting is scheduled for October 9, 2014 at 9:30 a.m. at Alverno College.</p>
<p>MEETING ADJOURNED</p>	<p>Motion to adjourn was made by Ken Kempke, second by Russ Fote at 11:05 AM.</p>