



Board Meeting Minutes

ASSE - Wisconsin Chapter

DATE	LOCATION
February 18, 2015	Thunder Bay Grille N14 W24245 Tower Place Pewaukee, WI 53072

ATTENDANCE
Present: Jared Owen, Becky Severson, Bruce Morton, Brian Oberle, Ryan Ogrizovich, Ken Kempke, Todd Loushine, Robert Steeb, Benjamin Costello, Bob Krien and Jack Hurley.

MEETING CALLED TO ORDER
Meeting was called to order at 10:05 AM by Jared Owen.

REPORTS	
Past Minutes <i>Board members</i>	The November 2014 Board and Board Conference Call meeting minutes were unanimously accepted. Motion to accept minutes by Ken Kempke, seconded by Becky Severson.
Treasurer's Report <i>Todd Loushine</i>	<u>M&I Account Balances:</u> End of the month balance was \$8,329.99 . Motion to accept financial reports by Becky Severson and seconded by Bruce Morton. (Attachment #1).

OLD BUSINESS	
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Leadership Conference <i>Brian Oberle</i>	Brian attended the Leadership Conference in October. John Spence was the keynote speaker and Brian would like to look into him for a future speaker. Overall, the conference was a great success.
Fall ROC Review <i>Jared Owen and Brian Oberle</i>	Jared proposed some goals for 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.
Chapter Mentorship Proposal <i>Todd Loushine</i>	Todd created a mentorship proposal and it was distributed in September's newsletter. Nothing new to report at this time.
Social Media <i>Jared Owen</i>	Looking for a volunteer to take this new chair position within the board. Nothing to report at this time.
Emerging Professionals Group <i>Ryan Ogrizovich</i>	Will keep this on the table until the 2015-2016 planning year.
ASSE Display Booth <i>Bruce Morton</i>	Has been ordered.
Dues Increases/Financial Planning <i>Todd Loushine</i>	Will not be raising dues at this time. Todd ran historical analysis and we are back to 2012 balances which is about \$1,000 less than at the present. Todd will continue to review and find where our biggest expenses are and we can respond from there. Look to build a "Pro Shop" for members to purchase shirts. Also, have "value ads" so members know what they can get out of ASSE.
Roundtable Videos from November <i>Todd Loushine</i>	Will be posted to the UWW website within the week. Looking to share this video with members as well. ASSE board is looking to share videos via website or newsletter.



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COMMITTEE REPORTS	
Communications: Newsletter <i>Brian Oberle</i>	Newsletter was distributed by Brian Oberle. Brian will be attempting to have the newsletter sent out by the 1 st of the month, each month.
Website <i>Becky Severson</i>	Website is up to date.
Community Affairs/WAFS <i>Jared Owen</i>	Nothing to report at this time.
Professional Development/CSP <i>Bruce Morton</i>	Nothing to report at this time.
Job Line <i>David Culp</i>	Nothing to report at this time. Ryan to send a job line reminder to membership via email and LinkedIn. Jared will talk to nearby chapters about posting/sharing jobs.
Government Affairs <i>Ken Kempke</i>	Nothing to report at this time.
Bylaws <i>Jared Owen</i>	Bylaws will be reviewed in February. The changes will be voted on in the summer.
Membership <i>Russ Fote</i>	288 members as of February 17, 2015 . No new members since December 9 th , 2014. Bruce is sending out new member letters.
Student Section/Scholarship <i>Todd Loushine</i>	Scholarship has been sent to student body by Todd. The scholarship due date will be April 1, 2015. Bob reports that the UWW SSO will be doing a food drive for Whitewater Food Pantry.
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 <i>James Jones/Todd Loushine</i>	Nothing to report at this time.
STARS <i>Brian Oberle and Jared Owen</i>	In August 2014, 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>	Event was a success. About 40 members attended the social event.
Chapter WISE <i>Becky Severson</i>	Nothing to report at this time.
CHAPTER MEETINGS & PROGRAMS	
Technical Meeting Schedule <i>Board & Guests</i>	All the technical meetings for this year (September 2014 – June 2015) are set. See the updated calendar of events on the website, and available in monthly newsletters. <i>(See attachment #2).</i>
2015 OSHA Seminar <i>Bruce Morton</i>	Speakers and topics have been chosen. Everything is good to go.



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NEW BUSINESS	
Spring ROC Planning, April 16-17, 2015 in Milwaukee <i>Becky Severson and Board</i>	<p>The Brewhouse Inn Hotel has been chosen for ROC accommodations, the UW_M School of Public Health meeting space contract and insurance certificates have been submitted and Water Street Brewery has been reserved for the dinner venue.</p> <p>Bruce has heard back from MillerCoors for a tour. Waiting for final count.</p> <p>Brian suggested that the group look into donor options to support smaller items such as shuttles, food, etc. Donors can be companies, vendors, etc.</p> <p>Becky has found a school bus for travel options between meeting and tour. Motion to accept the \$302 charge for the bus was made by Brian Oberle and seconded by Todd Loushine.</p>
Golf Outing <i>Bruce Morton</i>	<p>Will be held at the Broadlands Golf Club on June 22nd, 2014. Planning group met this past Tuesday. Responsibilities have been divided up and the group is looking for sponsors.</p>
Meeting Questionnaires <i>Jared Owen</i>	<p>Questionnaire/Comment forms should be handed out at each meeting by the meeting organizer/lead.</p>
Student Section Videos <i>Todd Loushine</i>	<p>Todd reports that he now has a handful of video resumes/teasers that are uploaded to the Google drive. Videos are 30-40 seconds per student and allows them to share their resume via video.</p>
Members Survey <i>Todd Loushine</i>	<p>Todd will put something together and get it ready for next month.</p>
NEXT BOARD MEETING	
<p>Next board meeting is scheduled for March 12th, 2015 at 9:30 AM</p>	
MEETING ADJOURNED	
<p>Motion to adjourn was made by Jared Owen, seconded by Ryan Ogrizovich at 11 AM.</p>	

2014-2015 ASSE of Wisconsin Technical Meeting Planner

Month	Date	Topic	Speaker	Meeting Coordinator	Location	Attendance
Sep-14	9/16/2014	Wind Energy	Chris Nolan/Kent Pederson	Ryan Ogrizovich	Avanti - New Berlin WI	
Oct-14	10/9/2014	Compliance Seminar	Various	Russ Fote	Alverno College 3400 S. 43rd St. Milwaukee, WI	
Nov-14	11/20/2014	Round Tables 2:00PM, Board Meeting 4:00 - 5:00PM, Campus Tour 4:45PM, Dinner & Student Speakers focused on their research 5:30 - 7:30PM - BCSP Update	Various Students/Eddie Greer (BCSP)	Todd Loushine	UWW, Whitewater, WI	
Dec-14	12/17/2014	Industrial Hygeine - New/Changing IH Issues and Standards	Brian Harms TRC Solutions	Todd Loushine	Thunder Bay Grill N14 W24130 Tower Place Pewaukee, WI	
Jan-15	1/15/2015	Food Industry Safety	Eric Putnam	Jared Owen	Wixon	
Feb-15	2/18/2015	Joint Meeting with Waukesha Area Safety Council - "Workplace Attitudes"	Jerry Walsh Green Bay Packers	Ryan Ogrizovich/Jim Jones	Thunder Bay Grill N14 W24130 Tower Place Pewaukee, WI	
Mar-15	3/12/2015	OSHA Update	Various	Russ Fote	Alverno College 3400 S. 43rd St. Milwaukee, WI	
Apr-15	4/15/2015	Prevention Through Design	Mel Langlais	Bruce Morton	Mortenson - Brookfield Office	
May-15	5/20/2015	ZOO Interchange Tour	Steve Lafkas/Bob Wazniak	Rebecca Severson	Zoo Interchange	
Jun-15	6/22/2015	Planning Meeting and Golf Outing	N/A	Bruce Morton/Julie O'Connor	Broadlands Golf Course North Prairie, WI	

Misc Notes:

1. 2014 Fall ROC - Des Moines, IL - September 11th & 12th	5. 2015 Racine Safety Day (March 11th)
2. 2014 Leadership Conference - Lombard, IL - Oct. 9th - 11th	6. 2015 HOD June 7-10 Dallas
3. 2015 Spring ROC - April 16th & 17th	7. 2015 OSHA Safety Day - WCTC - Pewaukee - (August 3rd and 4th)
4. UWW Homecoming - October 25th, 2014	8. 2015 WSC Safety Council - April 20th - 22nd

** The Board meeting will be held before the Technical Meeting unless otherwise noted.