



## Board Meeting Minutes

ASSE - Wisconsin Chapter

DATE	LOCATION
March 12, 2015	Alverno College 3401 S. 39 <sup>th</sup> Street Milwaukee, WI 53234

ATTENDANCE
<b>Present:</b> Jared Owen, Bruce Morton, Ken Kempke, Russell Fote, Ryan Ogrizovich, Corey Vickers, Jack Hurley and Mike Strasser.

MEETING CALLED TO ORDER
Meeting was called to order at 9:40 AM by Jared Owen.

REPORTS	
<b>Past Minutes</b> <i>Board members</i>	The February 2014 Board and Board Conference Call meeting minutes were unanimously accepted. Motion to accept minutes by Ken Kempke, seconded by Bruce Morton.
<b>Treasurer's Report</b> <i>Todd Loushine</i>	<u>M&amp;I Account Balances:</u> End of the month balance was <b>\$7,659.69</b> . Motion to accept financial reports by Bruce Morton and seconded by Ryan Ogrizovich. ( <b>Attachment #1</b> ).

OLD BUSINESS	
<b>Leadership Conference</b> <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.
<b>Fall ROC Review</b> <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.
<b>COMT Form</b> <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.
<b>Chapter Mentorship Proposal</b> <i>Todd Loushine</i>	Todd created a mentorship proposal and it was distributed in September's newsletter. Nothing new to report at this time.
<b>Social Media</b> <i>Jared Owen</i>	Looking for a volunteer to take this new chair position within the board. Nothing to report at this time.
<b>Emerging Professionals Group</b> <i>Ryan Ogrizovich</i>	Will keep this on the table until the 2015-2016 planning year.
<b>ASSE Display Booth</b> <i>Bruce Morton</i>	Has been ordered.
<b>Dues Increases/Financial Planning</b> <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.
<b>Roundtable Videos from November</b> <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.



## Board Meeting Minutes

ASSE - Wisconsin Chapter

<b>COMMITTEE REPORTS</b>	
<b>Communications: Newsletter</b> <i>Brian Oberle</i>	Newsletter was distributed by Brian Oberle. Brian will be attempting to have the newsletter sent out by the 1 <sup>st</sup> of the month, each month.
<b>Website</b> <i>Becky Severson</i>	Website is up to date.
<b>Community Affairs/WAFS</b> <i>Jared Owen</i>	Burn camp is now run by Professional Fire Fighters of Wisconsin Charitable Foundation, Inc.
<b>Professional Development/CSP</b> <i>Bruce Morton</i>	Nothing to report at this time. Disks are signed out this time.
<b>Job Line</b> <i>David Culp</i>	Nothing to report at this time. <b>Jared</b> will talk to nearby chapters about posting/sharing jobs.
<b>Government Affairs</b> <i>Ken Kempke</i>	Nothing to report at this time.
<b>Bylaws</b> <i>Jared Owen</i>	Bylaws will be reviewed in February. The changes will be voted on in the summer.
<b>Membership</b> <i>Russ Fote</i>	<b>292</b> members as of <b>March 11, 2015</b> . No new members since December 9 <sup>th</sup> , 2014. Bruce is sending out new member letters.
<b>Student Section/Scholarship</b> <i>Todd Loushine</i>	Scholarship has been sent to student body by Todd. <b>Bob</b> reports that the UWW SSO will be doing a food drive for Whitewater Food Pantry.
<b>House of Delegates</b> <i>Jared Owen</i>	Nothing to report at this time. The next HOD is at the 2015 PDC in Dallas, TX (June 7 <sup>th</sup> ). Brian Oberle will be attending.
<b>Foundation Activities</b> <i>James Jones/Todd Loushine</i>	Nothing to report at this time.
<b>STARS</b> <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.
<b>Social Event Planning (Winter) – Admirals Game</b> <i>Bruce Morton</i>	Event was a success. About 40 members attended the social event.
<b>Chapter WISE</b> <i>Becky Severson</i>	Nothing to report at this time.
<b>CHAPTER MEETINGS &amp; PROGRAMS</b>	
<b>Technical Meeting Schedule</b> <i>Board &amp; 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>
<b>2015 OSHA Seminar</b> <i>Bruce Morton</i>	Planning meeting is scheduled for next Thursday March 19 <sup>th</sup> at 2 p.m. at WCTC, room C52. See attached schedule for full planning meeting details. <i>(See attachment #3).</i>
<b>2015 Racine Safety Day</b> <i>Bruce Morton</i>	Racine Safety Day was held yesterday March 11, 2015 and was a success. About 90 attendees (which is typical).



## Board Meeting Minutes

ASSE - Wisconsin Chapter

<b>NEW BUSINESS</b>	
<b>Spring ROC Planning, April 16-17, 2015 in Milwaukee</b> <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>
<b>Golf Outing</b> <i>Bruce Morton</i>	<p>Will be held at the Broadlands Golf Club on June 22<sup>nd</sup>, 2014. Looking to make it "bigger and better" for attendees this year. Currently looking for sponsors. <i>(See attachment #4).</i></p>
<b>Meeting Questionnaires</b> <i>Jared Owen</i>	<p>Questionnaire/Comment forms should be handed out at each meeting by the meeting organizer/lead.</p>
<b>Student Section Videos</b> <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>
<b>Members Survey</b> <i>Todd Loushine</i>	<p>Todd will put something together and get it ready for next month.</p>
<b>Board Positions</b> <i>Jared Owen</i>	<p>There are two people currently interested in the Secretary position with a handful of people interested for the following calendar year.</p>
<b>File Sharing/Updating</b> <i>Jared Owen</i>	<p>Board members need to start utilizing Google Drive to update newsletters, forms, etc. in order to alleviate confusion during email. We do not want a bunch of emails with different updates made to the same document. This has caused confusion. Everyone has access to the Google Drive and that's where file sharing and updating will be completed.</p>
<b>Native American Risk Management (NARM) Conference</b> <i>Jared Owen</i>	<p>Currently, Brian and Becky are planning to attend the days in order to man or (woman) the booth for ASSE.</p>
<b>NEXT BOARD MEETING</b>	
<p>Next board meeting is scheduled for April 15, 2015 at 1 PM.</p>	
<b>MEETING ADJOURNED</b>	
<p>Motion to adjourn was made by Ken Kempke, seconded by Bruce Morton at 10:30 AM.</p>	

## Wisconsin Chapter of ASSE - Monthly Financial Report for February 2015

February YEAR: 2015 Previous Month Balance 8,329.99

Account #	Check #	Date	Description of Transaction	Payment/Income	Payment/Debit	Deposit/Credit	Balance
							\$ 8,329.99
880		18-Feb-15	Door prizes for golf outing (Dunham sports)	Payment	\$21.00		\$ 8,308.99
801		19-Feb-15	Speaker gift card	Payment	\$54.95		\$ 8,254.04
800		19-Feb-15	Feb technical meeting meal	Payment	\$1,265.98		\$ 6,988.06
							\$ 6,988.06
							\$ 6,988.06
							\$ 6,988.06
							\$ 6,988.06
610		6-Feb-15	Paypal transfer	Income		\$56.68	\$ 7,044.74
610		23-Feb-15	Waukesha Safety Council Meal reimb.	Income		\$614.95	\$ 7,659.69
							\$ 7,659.69
							\$ 7,659.69
							\$ 7,659.69
							\$ 7,659.69
							\$ 7,659.69
							\$ 7,659.69
							\$ 7,659.69
<b>SubTotal</b>					<b>\$1,341.93</b>	<b>\$671.63</b>	
						<b>End Checking Balance</b>	<b>\$7,659.69</b>

**Checking Balance End - January \$8,329.99**

**Checking Balance End - February \$7,659.69**

Verified against Bank Statement on:

3/11/2015

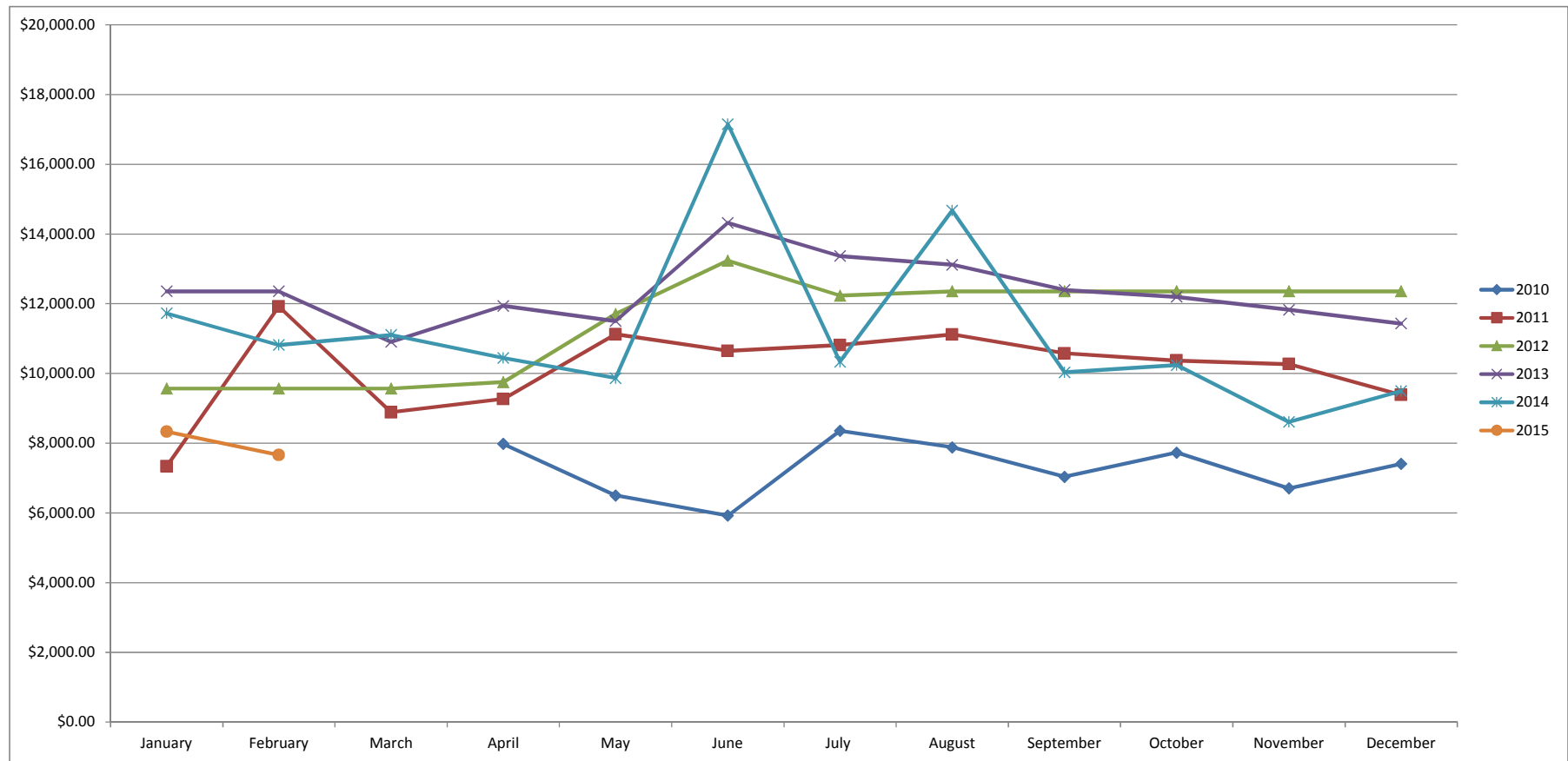
By (signature of officer):



Prepared by:

*Todd Loushine, ASSE Wisconsin Chapter 2014-2015 Treasurer*

	2010	2011	2012	2013	2014	2015
January		\$7,338.09	\$9,566.89	\$12,357.52	\$11,727.58	\$8,329.99
February		\$11,918.76	\$9,566.89	\$12,357.52	\$10,817.99	\$7,659.69
March		\$8,885.39	\$9,566.89	\$10,904.96	\$11,102.38	
April	\$7,979.02	\$9,267.58	\$9,752.21	\$11,938.62	\$10,442.75	
May	\$6,500.90	\$11,124.48	\$11,704.81	\$11,503.22	\$9,865.08	
June	\$5,920.16	\$10,646.40	\$13,236.41	\$14,321.97	\$17,150.44	
July	\$8,352.99	\$10,813.90	\$12,232.52	\$13,368.14	\$10,335.67	
August	\$7,879.16	\$11,114.91	\$12,357.52	\$13,118.01	\$14,672.48	
September	\$7,035.16	\$10,575.81	\$12,357.52	\$12,396.01	\$10,030.71	
October	\$7,726.37	\$10,370.63	\$12,357.52	\$12,198.44	\$10,238.71	
November	\$6,701.74	\$10,265.88	\$12,357.52	\$11,824.57	\$8,607.30	
December	\$7,402.41	\$9,383.89	\$12,357.52	\$11,431.55	\$9,492.62	
Running Avg	\$7,277.55	\$10,142.14	\$11,451.19	\$12,310.04	\$11,206.98	\$7,994.84



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

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

# **ASSE/OSHA Safety Day Meeting Schedule 2015**

All Meetings will be held at WCTC in Pewaukee in room C052 from 2:00-3:00pm

800 Main Street  
Pewaukee, WI 53702

Thursday, March 19, 2014

Thursday, April 30, 2014

Thursday, May 14, 2014

Thursday, June 18, 2014

Safety Day to be held on August 3<sup>rd</sup> and 4<sup>th</sup>, 2015 – RTA Center

August 3<sup>rd</sup> will be the start of the OSHA 10 hour.

The 4<sup>th</sup> will be the actual day with the different classes and vendors.



**19<sup>th</sup> Annual ASSE Golf Outing**  
**Monday June 22, 2015**  
***Would You Like to Be a Sponsor?***  
***Offering 3 Levels of Participation***  
***Starting at \$100.00!***

*Payment must be received prior to outing.*

**Benefits of being a Hole Sponsor:**

- ❖ Mention in ASSE newsletter received by ~300 safety professionals in the Southeast Wisconsin area
- ❖ Mention on ASSE WI Chapter website
- ❖ Name posted at Tee Box of sponsored holes
- ❖ List of hole sponsors provided with registration packet for each golfer
- ❖ Opportunity to provide gifts/prizes
- ❖ Opportunity to distribute a single piece of promotional material to each golfer in registration packet

**Sponsor Levels:**

\$100 – Hole Sponsor: see above

\$200 – Silver Hole Sponsor: table on course, plus above

\$500 – Gold Sponsor: table at registration, dinner and on the course, logo on website newsletter, plus above



All sponsor materials for the packets are due by **June 8<sup>th</sup>**.

Please send materials to: Bruce Morton

[bmorton@securityins.net](mailto:bmorton@securityins.net) or (414) 588-7941

2725 S. Moorland Rd.

New Berlin, WI 53151

**Golf and Sponsor Registration:**

## ***VISA, MC or PayPal Payments***

Simply go to: <http://wisconsin.asse.org/2015-golf-outing/>

Click on: "TO REGISTER" link at the bottom of the page.

Using the drop down menu, make your selection for golf/sponsorship and fill out all related information. If you are paying for a foursome you must include the names for each person in the foursome. If you are paying for a sponsorship, include the contact information you would like included for our email blast. After completion, you will receive an email confirmation of registration with the amount paid. Our chapter will also receive an email that you have registered and paid.

Should you have any questions, please do not hesitate to contact Rebecca Severson @ [rseverson@gilbaneco.com](mailto:rseverson@gilbaneco.com) or 414-349-9766.

## ***Check Payments***

\_\_\_\_ Number of Golfers

Golfer Names:

---

---

---

---

\_\_\_\_ Number of Holes

Level of Sponsorship:

---

Contact Name/Email:

---

Total Payment \$ \_\_\_\_\_

Make Check Payable to:

**ASSE/WI Chapter**

Mail Check to:

Rebecca Severson

7548 E. Wind Lake Road

Wind Lake, WI 53185