



Board Meeting Minutes

ASSE - Wisconsin Chapter

DATE	LOCATION
May 19, 2015	DOT - ZOO Interchange Field Office 2424 S. 102 nd Street West Allis, WI 53214

ATTENDANCE
Present: Brian Oberle, Rebecca Severson, Bruce Morton, Ryan Ogrizovich, Tony Prospero, Robert Steeb and Ben Costello.

MEETING CALLED TO ORDER
Meeting was called to order at 10:30 AM by Jared Owen.

REPORTS	
Past Minutes <i>Board members</i>	The April 2015 board meeting minutes were unanimously accepted. Motion to accept minutes by Brian Oberle, seconded by Becky Severson.
Treasurer's Report <i>Todd Loushine</i>	<u>M&I Account Balances:</u> End of the month balance was \$8,698.73 . Motion to accept financial reports by Bruce Morton and seconded by Ryan Ogrizovich. (Attachment #1).

OLD BUSINESS	
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>	Burn camp is now run by Professional Fire Fighters of Wisconsin Charitable Foundation, Inc. We will continue this charity for the 2015-2016 calendar year.
Professional Development/CSP <i>Tony Prospero</i>	Nothing to report at this time. Disks are all back in at this time.
Job Line <i>David Culp</i>	Nothing to report at this time. 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 have been reviewed. The changes will be voted on in the summer.
Membership <i>Russ Fote</i>	299 members as of May 18, 2015 . Bruce is sending out new member letters.
Student Section/Scholarship <i>Todd Loushine</i>	Scholarship has been sent to student body by Todd. The winner of the 2015 scholarship was Marie Fischer. She was awarded \$1,000. Bob Krien will send list of new members to Brian Oberle.
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). Brian Oberle will be attending.
Foundation Activities <i>James Jones/Todd Loushine</i>	<i>CAN THIS ITEM BE REMOVED FROM MINUTES!???</i>
STARS <i>Brian Oberle and Jared Owen</i>	COMT is due by August 15, 2015. Will be reviewed at a later date.
Social Event Planning (Winter) – Admirals Game <i>Bruce Morton</i>	Will discuss the 2016 winter social at the planning meeting.
Chapter WISE <i>Becky Severson</i>	More information to come following the June PDC.
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>	Planning meetings are scheduled at WCTC, room C52. <i>(See Bruce's meeting minutes from the planning meeting for further information.)</i>
2015 Racine Safety Day <i>Bruce Morton</i>	Racine Safety Day was held on March 11, 2015 and was a success. About 90 attendees (which is typical).



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NEW BUSINESS	
Spring ROC Planning, April 16-17, 2015 in Milwaukee <i>Becky Severson</i>	ROC was reimbursed by National, didn't cost us a dime!
Golf Outing <i>Bruce Morton</i>	Will be held at the Broadlands Golf Club on June 22 nd , 2015. Looking to make it "bigger and better" for attendees this year. Currently have 20+ golfers registered and 9 sponsors are nailed down at this time. Bruce is coordinating a lot of the smaller items and continues to follow up with people as needed.
Student Section Videos <i>Todd Loushine</i>	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.
Members Survey <i>Todd Loushine</i>	Todd will put something together and get it ready for next month.
Board Positions <i>Jared Owen</i>	Voting for the Secretary Position is open until May 27 th . Currently have two candidates vying for the position. Looking for increase involvement for chair positions for 2015 – 2016 year.
2015 – 2016 Technical Meeting Planner <i>Brian Oberle</i>	Brian will be sending out the rough draft to be discussed at the planning meeting. Looking to discuss more afternoon meetings with social events to follow the meeting.
Chapter Roster <i>Brian Oberle</i>	Brian will update with emails and submit by May 31 st .
Native American Risk Management (NARM) Conference <i>Jared Owen</i>	Currently, Brian and Becky are planning to attend the days in order to man or (woman) the booth for ASSE.
Extra Study Materials from Retired Professional <i>Jared Owen</i>	Ryan to arrange pickup of the materials and deliver them to UW-W/Todd.
NEXT BOARD MEETING	
Next board meeting is scheduled for June 22, 2015 at 8 AM.	
MEETING ADJOURNED	
Motion to adjourn was made by Bruce Morton, seconded by Jared Owen at 11:30 AM.	