



## Board Meeting Minutes

ASSP - Wisconsin Chapter

DATE		LOCATION
September 21, 2022		ASSSP Wisconsin Chapter Board Meeting New Berlin Ale House New Berlin, WI
ATTENDANCE		
Present: Joel Dickinson, Matt Schmidt, Clint Kerkman, Bruce Morton, Jared Owen, Todd Loushine		
MEETING CALLED TO ORDER		
Meeting was called to order at 10:11am by Joel Dickinson		
REPORTS		
Past Minutes <i>Clint/Karen</i>	Last meeting's minutes sent out prior to meeting. Motion I. To approve the minutes of ASSP WI Chapter Board meeting of July 29 <sup>th</sup> , 2022 (1.) Joel (2.) Matt—Motion Passes	
Treasurer's Report <i>Matt in place of Karen</i>	June and July 2022 Financial Reports approved. Motion II to approve the financial reports from (1) Joel (2) Matt-Motion Passes -Talked about Paypal being an issue for members signing up for events -Talked about changing from PayPal to Venmo or Google Play (assigned to Karen and Becky)	
COMMITTEE REPORTS		
Communications: Newsletter <i>Elier Aguilera</i>	Q1 2022 Newsletter published on 7.29.2022. Next quarterly newsletter targeted by October 24 <sup>th</sup> , 2022. Plenty of content (PDC, July Technical meeting, Promoting Job Line, NAMI Donation, etc.)	
Website <i>Rebecca Severson/Todd Loushine</i>	Has the July 2022 newsletter been uploaded to website? We need some new website photos on the banner. -Mary brought up idea of reading a safety book and discussing it	
Social Media <i>Gabriella Schwartz/Joel Dickinson</i>	-Our new LinkedIn page has grown to 173 followers. Our Facebook page has 188 subscribers. More Interactions = More Followers (subscribe, comment, share, etc.) Proposal: "Members Spotlight" - Weekly interview and spotlight on a member. Instagram is losing popularity with younger population. Facebook and YouTube is on top. <b>Mary said she could help with Pictures</b> -ASSP Wisconsin Chapter YouTube account.	
Community Affairs <i>Jared Owen/Bruce Morton</i>	-Check in the amount of \$8,000 was given to NAMI on 9.13.2022. -2023 Golf Outing Date – Tuesday June 13 <sup>th</sup> , 2022	
Professional Development/CSP <i>Tony Prospero</i>	-2017 v7.0 ASP study guide is currently available. (2 members have used the ASP study guides in 2022). New ASSP study guide costs \$199.95 (members cost) -ASSP no longer offers the CSP study guide on a disk but still offers the ASP study guide on a disk. Motion approved at July 2022 board meeting to reimburse 2 students \$650 (\$1300 total) for CSP online exam prep course which includes 1-year unlimited access to textbook. However, current cost is \$795 per subscription through ASSP website (\$1,590 total). Tony Prospero has volunteered to develop an application process. <b>-Talked about using Click Safety study guide</b>	
Job Line <i>Dave Culp</i>	No jobs listed on Job Line as of 9/19/22	
Government Affairs <i>Brian Well</i>	-OSHA considering changes to their current PSM standard (scope and provisions). -The Government Affairs Committee has created a blueprint for how OSHA can reform its policies to reduce injuries, illnesses, and fatalities. The blueprint is up for review and revision in Calendar Year 2023.	



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	Talked about having a PSM webinar
<b>Bylaws</b> Rebecca Severson	No changes
<b>Membership</b> Russ Fote	-384 members as of 9.19.2022. 32 new members as of 8.1.2022. Spreadsheet of new members provided to board (too many to list in agenda). -Russ is still sending out new member letters
<b>Student Section/Scholarship</b> Todd Loushine/Jared Owen	-Introduction of student officers – Dr. Todd -Review of upcoming student events/meetings at UW-Whitewater – Dr. Todd -New scholarship form proposed which will require applicant to recap their involvement <b>Talked about making a student section on website</b> <b>Discussed Scholarship going to a student from any college?</b>
<b>House of Delegates</b> Elier Aguilera/Craig Everson	-In March 2022 delegates made the decision to transition the HOD to an Advisory Group, amending the ASSP bylaws. In turn, the chapter must align their bylaws with the model chapter bylaws. After approval of the bylaw's amendments by the board, ASSP notify our members of the proposed changes on our behalf and execute an e-ballot to all chapter members to vote on the changes.
<b>COMT/Long Range Planning</b> Elier Aguilera	- <u>Annual Operational Plan</u> was uploaded into COMT on 8.15.2022. -Quarterly review of chapter website is due 9.30.2022
<b>Chapter WISE</b> Rebecca Severson	No Update. Summer months are quiet until after PDC.
<b>Recreation Committee</b> Bruce Morton / Elier Aguilera	Elier A. has been in communication with Linda Netherland from Paradigm about Safety/WC Holiday Social.
<b>Elections and Nominations Committee</b> Elier Aguilera	Elier and Jared nominated by Joel for this committee
<b>Region V Conf. Call</b>	No updates
<b>Key Dates Review</b>	-Technical Meeting – Safety in the Rodenticide Industry – Clint K. -2022 Risk, Health & Safety for All Conference September 29 <sup>th</sup> and September 30 <sup>th</sup> , 2022 ASSP Leadership Conference (Virtual/Online) <ul style="list-style-type: none"><li>October 21<sup>st</sup> and 22<sup>nd</sup>, 2022</li><li>Chapter board members are encouraged to attend the free conference.</li></ul>
<b>Hispanic Safety Professionals</b> Elier Aguilera	No Update as of 9.19.2022
<b>CHAPTER MEETINGS &amp; PROGRAMS</b>	
<b>Technical Meeting Schedule</b> Board & Guests	
<b>OLD BUSINESS</b>	
<b>Old Business</b>	<ul style="list-style-type: none"><li>ASSP Reporting Requirement: Submit a copy of the chapter's tax return, proof of filing or proof of extension to ASSP - Open</li><li>Fall ROC – Hawkeye Chapter hosted Fall ROC in Des Moines, IA.<ul style="list-style-type: none"><li>Joel Dickinson and Matt Schmidt represented the Wisconsin Chapter</li><li>Wisconsin Chapter was one of three chapters to present on their approach to high achievement (Three Rivers, Wisconsin, Hawkeye).</li></ul></li></ul>



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	<ul style="list-style-type: none"><li>○ Elier A. was nominated, among others, as the Assistant Regional VP of Communications. RVP will make selection in the next couple of weeks.</li><li>• PDC Update<ul style="list-style-type: none"><li>○ Current number of attendees / sponsors.</li><li>○ Food/beverage and audio/video – Matt Schmidt</li><li>○ Filling guest rooms – Elier A. and Joel D. The minimum commitment is 96 room nights so we're currently 62 room nights short. Currently owed amount to \$6,138</li><li>○ Sponsors – Elier A. and Bruce M.</li><li>○ CEU's – Todd L.<ul style="list-style-type: none"><li>▪ All speaker presentations collected?</li><li>▪ Instructional video guide on how to apply for CEU's and post to website. Status?</li></ul></li></ul></li><li>• Officer Online Training – ASSP Website – Worth 90 Points in COMT.<ul style="list-style-type: none"><li>○ Joel Dickinson (Chapter President Online Training), Matt Schmidt (Chapter VP/President Elect Training), Karen Jandora (Chapter Treasurer Online Training), Clint Kerkman (Chapter Secretary Online Training)</li></ul></li></ul>

New Business	
New Business	
	<p>Elizabeth Polheber has resigned from the chapter board. The President Elect position is open. Bylaws state we "shift" everyone up one position.</p> <p>-Discussed this with the board and it was determined that this year and next there will be a double duty assigned. Matt Schmidt will cover President Elect and Vice President duties. It was discussed that Matt and Joel could swap places next year and Joel would be President twice. With the help of Becky, Jared, and Bruce we can continue with the 4 of us running the chapter officers.</p> <p>-Discussed changing the bylaws in this scenario so that we aren't giving the Secretary the Treasurer's duties immediately after starting as Secretary.</p>
	Submit a completed Annual Chapter Operations Plan to regional vice president and ASSP by August 15, 2022.
	ASSP Reporting Requirement: Submit a copy of the chapter's tax return, proof of filing or proof of extension to ASSP by August 15, 2022
NEXT BOARD MEETING	
Unknown at this time. Clint is working on this	
MEETING ADJOURNED	
Motion to adjourn was made at 11:23am. (1.) Joel (2.) Matt Motion Passes	