



Minutes of ASSP Northwest Chapter Board Meeting

Date: October 9, 2018

Call to Order: Meeting called to order by Kurt Von Rueden at approximately 10:34am.

Roll Call

| | | | |
|-------------|--|---|--|
| X | Kurt Von Rueden, <i>President</i> | | Chris Western, <i>MCOHS Chapter Liaison</i> |
| | Abby Ferri, <i>President Elect, Program Chair</i> | | Julie Alcorn-Webb, <i>MCOHS Chapter Contact</i> |
| | John Breskey, <i>Vice President</i> | | Rick Johnson, <i>Website Manager</i> |
| X | Dawn Westin, <i>Secretary</i> | | Tim Flint, <i>Scholarship Chair</i> |
| | Scott Huberty, <i>Treasurer</i> | | David Abrams, <i>Awards & Honors Chair</i> |
| | Bill Wuolu, <i>ASP CHST, Member at Large</i> | | Terry Keenan, <i>Government Affairs Chair</i> |
| | Victorio Angulo-Escudero <i>Member at Large</i> | | Abby Ferri, <i>Communications/Social Media</i> |
| | David Abrams, <i>Member at Large</i> | | Mark Nichols, <i>Mentorship Chair</i> |
| | Adam Board, <i>Member at Large</i> | X | Chris Flegel, <i>PDC Chair</i> |
| | Ethan Laubach, <i>Member at Large & Outreach Chair</i> | | Eric Hallerud, <i>Region V RVP</i> |
| | Eric Heizman, <i>Member at Large</i> | | John Breskey, <i>By-Laws Chair</i> |
| | John Breskey, <i>House Delegate</i> | | Robert Feyen, <i>UMD Student Section Faculty Advisor</i> |
| X – on-line | Jeff Jarvela, <i>House Delegate</i> | | Jeff Jarvela, <i>UMD Student Section Liaison</i> |
| | Megan Rooney, <i>House Delegate</i> | | Dr. Brian Finder, <i>CIH, UW-Stout Student Section Faculty Advisor</i> |
| X | John Urban, <i>House Delegate</i> | | Garry Kroft, <i>UW-Stout Student Section Liaison</i> |
| X | Chris Flegel, <i>House Delegate</i> | | Janie Ritter, <i>MN/SD Safety Council Rep</i> |
| | Bill Wuolu, <i>Northern Plains Section - Chair</i> | | Chuck Clairmont, <i>ND Safety Council Rep</i> |
| | Anthony (Tony) Stoner, <i>Northern Plains Section - Secretary.</i> | X | Keith Lorenz, <i>Member</i> |
| | Leif. Schonteich, <i>Northern Plains Section – Member at Large</i> | X | Dan Hammersley, <i>Member</i> |

Introduction of members present

Secretary's Report

Meeting minutes from the Northwest Chapter September Board Meeting 9.11.2018 were sent to Board members and also reviewed during the meeting.



Secretary Report Approval

- John Breskey made a motion to approve the Northwest Chapter Board-Transition 9.11.2018 meeting minutes with no changes.
- Chris Flegel seconded the motion.
- Motion passed unanimously.

Treasurer's Report

Balance as of Sept. 30, 2018 - \$13236.74

Financial Report -September Chapter Financials

*Note revenue and expenses listed below are highlights A detailed report for September was submitted by the Treasurer and offered to the Board at the meeting for their review.

September- Revenue \$2885.00, Expenses \$5658.27 Balance \$13236.74, Net income -\$2773.27

Revenue Highlights

\$895.00 – August Chapter dues
\$1650.00 – September Meeting fees
\$340.00 - Boat Cruise

Expense Highlights

\$1613.49 – Chapter meeting
\$1136.60 ROC Travel
\$92.00 – Region V Assessment
\$553 - Admin. - Payment to Northern Plains
\$2123.12 – Boat Cruise Expense
\$35 - Web hosting
\$62.82 – Pay Pal/Credit Card Fees
\$43.24 Bank Fees

September Treasurer Report Approval

- John Breskey made a motion to accept the September Treasurer's report as submitted.
- John Urban seconded the motion to accept the September Treasurer's report.
- Motion passed unanimously.

Other Treasurer Notes –

- Recommendation from Chris Flegel to move all Paypal fees under bank fee category for reporting purposes to align with ASSP current practice.

Chapter Financial Meeting Summary

- September made money.



Chair Reporting

Program: Kurt Von Rueden provided update on scheduled events.

Scholarship: No report.

Outreach: No report.

Awards and Honors: No report.

Government Affairs: No report.

Professional Development: No report.

Nominations and Elections: John Urban reported that Keith Lorenz has agreed to take the membership chair. Three - member at large positions, Vice President and Secretary will be open in the spring. Committee is identifying potential candidates.

Mentorship: No report.

Membership: Keith Lorenz reported for the committee (see new business notes).

By-Laws Chair: No Report

Sponsorship Chair No Report

Northern Plains: No Report.

Student Sections: Report offered to Board electronically by Jeff Jarvel on behalf of UMD Student Section. Student section leaders elected. Students attended Northern Regional Safety Day. No board action requested.

PDC Committee: Chris Flegel reported that PDC contract was approved for Mystic Lake & Casino convention area on Feb. 12th. Technical fee is still under consideration and decision will be made in the next few weeks whether to award to AB Tech. or alternate. Event Expresso has the PDC info posted. Speakers/Sponsor and early bird will go out and onto the website in the next month.

Old Business - None

New Business –

- **Compt Report** - Kurt Von Rueden provided some general information on the Compt Report. Chris Flegel, Kurt Von Rueden, Abby Ferri and John Breskey are going to be meeting to identify areas of focus for Northwest Chapter and what further activities the chapter may work on to pursue platinum. Compt Report has had a revision and is more aggressive in the criteria for achieving higher level status.
- **Chapter Travel Expenses** – Kurt Von Rueden and Scott Huberty reviewed primary travel expenses based on Region 5 – five state travel and delegate meeting locations (Chris Flegel and Kurt Von Rueden went to the Region 5 meeting in Sept. 2018). John Breskey has identified a SOP that was used in Orange County chapter and will prepare a draft for the board to review at the November meeting to better guide/provide clarity to the board members on appropriate application of travel expense request/reimbursement.
- Keith Lorenz was introduced and has agreed to take the membership committee chair position. With Scott Huberty prepared a committee report for review at meeting.



- Using a focus of both recruiting but also retaining the memberships and those that are in grace. New members need to feel welcomed by Chapter collectively and we want to encourage that behavior.
- Targeting through social media – we might be more successful if we are representing the Chapter. Connect with
- 50 people are on the roster for “do not email” currently. Committee is going to reach out to these members to see if they may want to receive communications.
- Updates to Membership - Asking for 2-3 minutes for membership committee to have informal exchanges at the Chapter meeting. Could consider this in connection with announcing the new member recognition.
- Kurt Von Rueden offered that succession was a key point at the ROC meeting. Suggested the use of a postcard of the open positions with some basic information and a contact on a card that they can take with them. The membership committee will pursue for the Nov. meeting.
- John Breskey requested that a member survey could be pursued for this Chapter year as it was not in the prior year.
- South Dakota Safety Conference – Chris Flegel reported that there were opportunities for member recruiting. Poet Biorefinery in the Sioux Falls area is willing to be host facility for more Chapter activities. Fed. OSHA rep. is willing to speak. Could be a quarterly event. Send specific to roster and map the Society to see where folks are located. Conference was good.
- Bill Wuolu and Chris Flegel attended the Leadership Conference for ASSP in Chicago and good information and resources. 200 plus in attendance. Chris is treasurer for Region V as well but represented the NW Chapter. Great conference for operations info.

Monthly Programming

- November – Fairbault Center for Business and Industry (South Central College), Topic: Robotics Safety. Encouraging board members to reach out for this meeting. Chris Flegel will open registration on 10/10. Kurt Von Rueden is traveling to the college next week to see the layout. Two meal option caters will be reviewed.
- December. – Distracted Driving & the Safety Pro's Role in Legislation – Tom Geltz
- January 17th – AIHA/ASSP joint meeting.
- Feb. PDC
- March – Ergodyne
- April – 3M Red Wing - Walking Working Surfaces and Ladder Safety Devices. 3M to host location and food covered.
- May – Bay West still under consideration for Fridley and topic suggested Ticks, Toxics Plants and Poisonous Animals.

Adjournment

- John Breskey made a motion to adjourn.
- John Urban seconded the motion.
- Motion passed unanimously.

Meeting adjourned at 11:29am



Respectfully submitted by
Dawn M. Westin, CSP
NW Chapter ASSP Secretary