



# Minutes of ASSP Northwest Chapter Executive Committee Meeting

**Date:** November 12, 2019

**Call to Order:** Meeting called to order by Abby Ferri at approximately 10:33 am.

## Roll Call

<b>X</b> Abby Ferri, CSP, <i>President</i>	Julie Alcorn-Webb, <i>MCOHS Chapter Contact</i>
<b>X</b> John Breskey, CIH, <i>President Elect, Program Chair</i>	Rick Johnson, <i>Website Manager</i>
<b>X</b> Jennifer Ellinwood, <i>Vice President</i>	<b>X</b> Chris Flegel, CSP, <i>Professional Development Chair</i>
<b>X</b> Dawn Westin, CSP, <i>Secretary</i>	<b>X</b> Jennifer Cougler, <i>Outreach Chair</i>
<b>X</b> Scott Huberty, <i>Treasurer</i>	Mark Nichols, ARM, <i>Membership Chair</i>
<b>X</b> Jennifer Cougler, <i>Member at Large</i>	Mark Nichols, ARM, <i>Mentorship Chair</i>
Mark Nichols, ARM, <i>Member at Large</i>	<b>X</b> John Breskey, CIH, <i>By-Laws Chair</i>
<b>X</b> Christine Steman, CHMM, CSP <i>Member at Large</i>	Tim Flint, <i>Scholarship Chair, Communications/Social Media</i>
<b>X</b> David Abrams, CIH, <i>Member at Large</i>	<b>X</b> David Abrams, CIH, <i>Awards &amp; Honors Chair</i>
Bill Wuolu, CSP, CHST, <i>Member at Large</i>	Terry Keenan, <i>Government Affairs Chair</i>
<b>X</b> Victorio Angulo-Escudero, <i>Member at Large</i>	<b>X</b> Abby Ferri, CSP, <i>Communications/Social Media</i>
<b>X</b> Megan Rooney, CSP, <i>House Delegate</i>	Eric Hallerud, CSP, <i>Region V - RVP</i>
<b>X</b> Jeff Jarvela, CSP, OHST, <i>House Delegate</i>	Leif Schonteich, <i>Northern Plains Section Liaison</i>
<b>X</b> Kurt VonRueden, CSP, CET, SMS, <i>House Delegate</i>	Katherine Schofield, PhD, CSP, ARMUMD <i>Student Section Faculty Advisor</i>
<b>X</b> Chris Flegel, CSP, <i>House Delegate</i>	<b>X</b> Jeff Jarvela, CSP, <i>UMD Student Section Liaison</i>
<b>X</b> Kurt VonRueden, <i>Past President</i>	<b>X</b> Dr. Brian Finder, <i>UW-Stout Student Section Faculty Advisor</i>
<b>X</b> Kurt VonRueden, <i>Nominations &amp; Elections Chair</i>	Garry Kroft, <i>UW-Stout Student Section Liaison</i>
<b>X</b> John Breskey, CIH, <i>Program Chair</i>	Janie Ritter, <i>MN/SD Safety Council Rep</i>
Chris Western, <i>MCOHS Chapter Liaison</i>	Chuck Clairmont, <i>Executive Director / CEO, ND Safety Council Rep</i>
Leif Schonteich, <i>Northern Plains Section, Chair</i>	Anthony (Tony) Stoner, <i>Northern Plains Section, Secretary</i>
Kara Felber, <i>Northern Plains Section, Vice Chair</i>	Kelly Cozby, <i>Northern Plains Section, Member at Large</i>
Clint Young, <i>Northern Plains Section, Treasurer</i>	Auston Biles, <i>Northern Plains Section, Member at Large</i>
Bill Wuolu, <i>Northern Plains Section, Past Chair</i>	



## **Introduction of members present**

### **Secretary's Report**

Meeting minutes from the Northwest Chapter October Board Meeting 10.8.2019 were sent to Board members and were also reviewed during the meeting.

### **Secretary Report Approval**

- Chris Flegel made a motion to approve the Northwest Chapter October Board meeting 10.8.2019 minutes as offered.
- Megan Rooney seconded the motion.
- Motion passed unanimously.

**Treasurer's Report** - No detailed report was available for September or October due to a computer issue. A detailed report for September and October will be provided electronically to the Board for their review prior to the December Board meeting. Chris Flegel will stand in for Scott Huberty (Treasurer) at the December meeting and cover information for both reports.

**Balance reported as of October 31, 2019 = \$22,769.62**

**Other Treasurer notes** – The 2019 Boat Cruise resulted in a profit (~\$130). Scott Huberty will reach out to the partners on the event to discuss how to disperse these funds. Scott will propose to hold over the profit funds in the NW Chapter financial account to be made available for the 2020 boat cruise.

### **Chair Reporting**

**Nominations and Elections:** No Report

**Program:** John Breskey reporting.

Dec. – Emerging Trends in Absence Management presented by Christina Bergman, AON. Event and details will be posted shortly.

January – Joint meeting ASSP/AIHA. Wildland fire fighting and the updated federal fit testing protocol are being considered. Other topics are still being considered. Scott Huberty offered a potential topic of Metro Airport Commission and a day in the life of MSP or a similar topic.

Feb – PDC.

March (Team Approach) –Janie Ritter is taking the lead to secure topic/speaker and is targeting the Superior Fire and Police Chief's presentation around the Husky Oil event that has been well received by Safety Council members in the past.

April – 3M Red Wing will Host. Topic remains as Confined Space Entry and Gas Detection.



May –PDR Clinics is confirmed to host the session at their Edina location but will not be providing speaker. An opportunity will be given to conduct a short tour, outside of the formal Chapter meeting. PDR is asking for more input on how to tailor presentations to the Chapter members and what would be suggested for topics of interest (i.e. implications of an aging workforce and return to work).

Other –Abby Ferri reported that Deb Hillmerson offered to be a sponsor for the December Chapter meeting.

**Outreach:** No report.

**Membership:** No report.

**Mentoring:** No report.

**Scholarship:** No report.

**Awards and Honors:** No report.

**By-Laws:** No report.

**Government Affairs:** No report.

**Northern Plains:** No report.

**Student Sections:** UMD section provided a written report. Hunt Electrical and TSI presented to the UMD student section. MSA did a technical talk on monitoring equipment and the students have been engaging in other safety related tours. Two UMD students attended the ASSP Future Leadership conference.

**PDC Committee:** Chris Flegel reporting. There continues to be a need for session speakers, sponsors and vendors. The committee needs help from the Board to increase awareness about the PDC and requests additional written and social media communications. David Abrams volunteered to write a PDC newsletter article. Discussion held on identifying a theme for the PDC to improve marketing communications. The keynote speaker for the PDC has been secured. Committee is considering a change in the stage set-up in the main presentation room. Retaining the music during the event is seen as a benefit.

The PDC committee is in conversations with Vivid Learning Systems , an on-line safety training company. Jill James of Vivid Learning Systems, produces a podcast called “The Accidental Safety Pro”. The podcast is focused on telling safety professional’s stories on how they got into the safety profession. Jill did some “on the scene” interviews with safety professionals at the recent National Safety Council conference gathering their stories on how they entered the safety profession. She is interested in being at the Northwest Chapter PDC and arranging for similar type of interviews with safety professionals attending the PDC. Scott Huberty and Chris Flegel are working with Vivid Learning on the details and how this type of event might benefit the NW Chapter.

### **New Business**

- New Name Tags –Board name tags were ordered and made available by Chris Flegel. It was noted that they were printed with the ASSP logo instead of the Chapter logo and may be replaced.



- Kurt VonRueden attended the MN Safety Council quarterly board meeting. Kurt will prepare a short newsletter item on the board meeting.
- David Abrams requested input on whether or not the Northwest Chapter of ASSP would be willing to support the Loppet Foundation with a donation for the purchase of bike helmets for underserved children in north Minneapolis.
- Chris Flegel requested board support to pay for early registration fee for a booth at the West River Safety Days in Rapid City, SD in April of 202. Abby Ferri made a motion to provide registration fee for Chris Flegel register a booth on behalf of the Northwest Chapter for April 2020. John Breskey seconded the motion. Motion was offered for vote and was passed unanimously.

#### **Adjournment**

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

Meeting adjourned at 11:35am.

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