



ASSP Northwest Chapter Executive Committee Meeting Minutes

Date: January 11, 2022

Call to Order: Teams meeting called to order by Chapter President, Jen Ellinwood at 1:12pm.

Roll Call (quorum is five voting members)

X	Jennifer Ellinwood, CSP	<i>President</i>	(duplicate)	John Breskey, CIH	<i>Website Manager</i>
	Scott Huberty, ARM	<i>President Elect</i>	(duplicate)	John Breskey, CIH	<i>PDC Chair</i>
X	Jennifer Carlson, CSP	<i>Secretary</i>		Open Position	<i>Outreach Chair</i>
X	Alanna Lee, CSP	<i>Vice President</i>	X	Mark Nichols, ARM	<i>Membership Chair</i>
X	Chris Flegel, CSP	<i>Treasurer</i>	(duplicate)	Mark Nichols, ARM	<i>Mentorship Chair</i>
	Jesse Narr, MS, CHMM, PMP	<i>Member at Large</i>	(duplicate)	John Breskey, CIH	<i>By-Laws Chair</i>
X	Paul Gammelgaard, CSP	<i>Member at Large</i>		Tim Flint	<i>Scholarship Chair</i>
X	Carol Keyes, CSP	<i>Member at Large</i>	(duplicate)	Abby Ferri, CSP	<i>Awards & Honors Chair</i>
	Nick Ravetto, CSP, CESCO	<i>Member at Large</i>		Mark Lenling	<i>Government Affairs Chair</i>
	Bill Wuolu, CSP, CHST	<i>Member at Large</i>	(duplicate)	Abby Ferri, CSP	<i>Communications/Social Media Chair</i>
X	Victorio Angulo-Escudero	<i>Member at Large</i>	X	Todd Loushine, Ph.D, PE, CSP, CIH	<i>Region V RVP</i>
	Megan Rooney, CSP	<i>House Delegate</i>		Katherine Schofield, PhD,CSP,ARM,	<i>UMD Student Section Faculty Advisor</i>
	Jeff Jarvela, CSP, OHST	<i>House Delegate</i>	(duplicate)	Jeff Jarvela, CSP, OHST,	<i>UMD Student Section Liaison</i>
X	John Breskey, CIH	<i>House Delegate</i>	X	Dr. Brian Finder, CIH	<i>UW-Stout Student Section Faculty Advisor</i>
	Abby Ferri, CSP	<i>House Delegate</i>		Garry Kroft, UW-Stout Student Section Liaison	
(duplicate)	John Breskey, CIH	<i>Past President</i>	X	Janie Ritter	<i>MN/SD Safety Council Rep</i>
(duplicate)	John Breskey, CIH	<i>Nominations & Elections</i>		Chuck Clairmont, Executive Director / CEO	<i>ND Safety Council Rep</i>
(duplicate)	Scott Huberty, ARM	<i>Program Chair</i>	(duplicate)	Alanna Lee, CSP	<i>ASSP NW Chapter Rep MN Safety Council</i>
	Michael Scarski, CSP	<i>Northern Plains Section, Chair</i>		Julie Alcorn-Webb, MCOHS Chapter Liaison	
	Auston Biles	<i>Northern Plains Section, Vice Chair</i>		Randy Niles,	<i>Northern Plains Section, Member at Large</i>
	Anthony Stoner, CSP	<i>Northern Plains Section, Secretary</i>		Jennifer Seibel, CSP	<i>Northern Plains Section, Member at Large</i>
	Brian Kleespies, OHST	<i>Northern Plains Section, Treasurer</i>		Kara L Felber, ASP	<i>Northern Plains Section, Past Section Chair</i>
	Member Visitors:				



President's Message: N/A

Approval of Minutes:

- Jenn C emailed the Board the December 14, 2021 meeting minutes
 - *Jen E moved to approve the December 14, 2021 meeting minutes; Chris F seconded – motion passed unanimously*

Treasurer Report:

- Chris F provided an overview on the December 31st, 2021 Treasurer Report
 - Revenue of \$1,660 (dues \$1,310, meeting fees \$350)
 - Expenses of \$245.91 (other-speaker gifts \$50, 66 renewals \$132, bank fees \$28.91, web hosting \$35)
 - Net income of \$1,414.09; bank balance \$43,682.98
 - Discussion took place on renewals and dues for the Chapter and how other Regions operate
 - *Jenn C moved to approve the December 31st Treasure Report; Carol K seconded – motion passed unanimously*
- Upcoming expenses-travel to SD Safety Council, vendor at MN Safety Council PDC, travel to West River Safety Days

Previous Meeting Business:

- Jen E mentioned there was previous discussion around re-naming our Chapter – we did not have time in January meeting and will discuss in February 2022 meeting
- Spring ROC will be held in Milwaukee, WI April 27-April 29
 - Face to face meeting expected but will have hybrid available
 - Will receive more information in upcoming ROC planning meeting
 - If you have interest in attending the ROC, let Jen E know
- Cary Swenson Memorial Scholarship Fund set-up and Northwest Chapter was contacted asking for support and donation
 - Janie R did not have conversation with ASSP Foundation, David Downs did, understanding is the amount of the scholarship is \$1,000/year at \$30,000 donation input and only had one option to designate that \$1,000 to and could not split it between different entities
 - Request likely for \$2,500-\$5,000 range for donation
 - Discussion on other grants sometimes propose multiple criteria in case there are multiple qualifying applicants and on the benefit of donating to ASSP directly versus to Cary Swenson Memorial Scholarship Fund
 - Scholarship would be managed through ASSP Foundation just under Cary Swenson's name; this was decided due to ASSP Foundation having expertise and an investment system already established
 - Janie R will follow up with David Downs to get additional information if we can open up scholarship to all schools within our Region versus limited to UMD

PDC Planning (John B):



- Committee meeting 01/07 and only had a few applications for presenters
 - Based on submissions, would not have enough submission for a good PDC and decision was made to cancel PDC for 2022
- Instead, will move forward with normal monthly chapter meeting using one of applications that were submitted
 - Topic – COVID Claims and Workers Comp
 - Will use February 8th for meeting date
- Going forward, communication would go out from Jen E regarding cancelation of PDC

Chair Updates

- **Chapter Program (Scott H):**
 - Upcoming Events:
 - January: January 20th with AIHA; AIHA will be hosting the meeting and managing registrations and virtual technology; facilitated discussion on ventilation
 - February 8: COVID Claims and Workers Comp
 - March 8: Maria Sall on Ergonomics (not confirmed)
 - April 19: Electrical Arc Flash Hazards and PPE Solutions
 - May 10: Jill James on Fatality Testimonial
 - August 4: Boat Cruise on St. Croix River
- **Membership (Mark N):** no update, board meeting ran out of time
- **Mentoring (Mark N):** no update, board meeting ran out of time
- **Chapter Elections (John B):** no update, board meeting ran out of time
- **Scholarships (Tim F):** no update
- **Awards and Honors (Abby F):** no update
- **By-Laws (John B):** no update, board meeting ran out of time
- **Government Affairs (Mark L):** no update
- **Northern Plains:** no update
- **Student Sections**
 - **U of MN Duluth:** no update
 - **UW-Stout:** enrollments around 30 students and inquiries from international students; Brian is sole instructor and running with several adjunct professors. Looking for alumni guest speakers via Teams; Northwest Chapter offered to help with guest speaking. Similar struggles are occurring in other college and university programs. May need additional discussion in separate meeting on how to have more engagement, mentorship programs, scholarship applications and impact to college and university programs. Suggestion to move forward with starting a debrief session with UMD, Stout and Whitewater; Carol K will take the initiative
- **Outreach:** no update

New Business: none



Next meeting will be February 8, 2022 at 1:00pm

Adjournment – Brian F made a motion to adjourn the meeting; Alanna L seconded - motion passed unanimously. Meeting adjourned at 1:59pm.

Respectfully submitted by
Jennifer Carlson, Secretary
ASSP Northwest Chapter