



ASSP Northwest Chapter Executive Committee Meeting Minutes

Date: March 8, 2022

Call to Order: Teams meeting called to order by Chapter President, Jen Ellinwood at 1:02pm.

Roll Call (quorum is five voting members)

X	Jennifer Ellinwood, CSP	<i>President</i>	(duplicate)	John Breskey, CIH	<i>Website Manager</i>
X	Scott Huberty, ARM	<i>President Elect</i>	(duplicate)	John Breskey, CIH	<i>PDC Chair</i>
X	Jennifer Carlson, CSP	<i>Secretary</i>	X	Whitney Larson	<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>
	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>
X	Nick Ravetto, CSP, CESCO	<i>Member at Large</i>	X	Mark Lenling	<i>Government Affairs Chair</i>
X	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>		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>
X	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>		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: Welcome Whitney Larson – new Outreach Chair!

Approval of Minutes:

- Jenn C emailed the Board the February 18, 2022 meeting minutes
 - *Alanna L moved to approve the February 18, 2022 meeting minutes; Jeff J seconded – motion passed unanimously*

Treasurer Report:

- Chris F provided an overview on the February 28, 2022 Treasurer Report
 - Revenue of \$1,175 (dues \$1,520 meeting fees \$390, Other (check error) \$735)
 - Expenses of \$1,698.53 (78 renewals \$156, MN Safety Council Booth and SD River Days \$1,290.75, bank fees \$31.78, web hosting \$35)
 - Net loss of \$523.53; bank balance \$44,843.45
 - *Bill W moved to approve the February 28, 2022 Treasure Report; Alanna L seconded – motion passed unanimously*
- Budget Approval
 - Looking to reduce costs in some area and increase scholarship funding
 - Budget year ends the last day of March
 - Refer to spreadsheet for estimated revenue and expenses
 - Total revenue estimated at \$58,040, total expenses estimated \$62,176; expected loss of \$4,136
 - *Will approve in April meeting*
- April 27-29 ROC in Milwaukee, WI – looking to attend in person is Scott H

Previous Meeting Business:

- Cary Swenson Memorial Scholarship Fund set-up and Northwest Chapter was contacted asking for support and donation
 - Janie R provided an update that the ASSP Foundation sent FAQs and it clarified our outstanding question that UMD students are eligible for the scholarship if they are an enrolled student
 - There is still concern that due to one year program of UMD, some students may not be eligible, need to clarify what the definition of enrolled is for UMD student eligibility
- Jen E mentioned there was previous discussion around re-naming our Chapter – *did not address this month*
- Challenges of the school programs (UMD, Stout, Whitewater)
 - Program directors are overwhelmed, low on budget, needing to recruit new students, and do not come from marketing backgrounds. Business needs safety professionals. ASSP Northwest Chapter and Region V is resourceful.
 - Proposals:
 - Listening Session 1: Whine/Wine—opportunity for academics to explain the challenges they are facing.
 - Listening Session 2: Participants from business will have the opportunity to express their concerns and needs



- Brainstorm sessions: number to be determined; start with four 60-90 minute Webex or Zoom session; limit to no more than 10 participants (including a facilitator) who commit to serving on this ad hoc committee; once a month over the next six months
- Do we have support to proceed and who is interested in participating?

Chair Updates

- **Chapter Program (Scott H):**
 - March 15: Electrical Arc Flash Hazards and PPE Solutions
 - April 12: Having an Ergonomics Program Without Having a Program
 - May 10: Fatality Testimonial
 - August 4: Boat Cruise on St. Croix River
- **Membership (Mark N):** currently at 816 members at end of February 2022
- **Mentoring (Mark N):** participated in mentorship program with Southeast Oklahoma State previously and the school is looking to do this again; please reach out to Mark if you have interest.
- **Chapter Elections (John B):** candidates are needed for re-elections – Jen E will send out a list of positions up for election; slate of candidates are needed for publishing by May 1st; if you have interest in running, please email John B.
- **Scholarships (Tim F):**
- **Awards and Honors (Abby F):** candidate is identified for Chapter SPY, working through submission information.
- **By-Laws (John B):** *no update today*
- **Government Affairs (Mark L):** Involved in external networking and there is a lot of discussion currently on heat stress and mold remediation. Scott H reported that February 18, 2022 the MNDOL OSHA Advisory Council Quarterly Meeting occurred. OSHA continuing with Construction Safety Seminars. Carol K updated that MN OSHA put on notice they are no longer in compliance with Federal OSHA due to penalties; this could put MN OSHA in jeopardy of losing state program.
- **Northern Plains:** *no update today*
- **Student Sections** *no update today*
 - **U of MN Duluth:**
 - **UW-Stout:**
- **Outreach:** *no update today*

New Business: none

Next meeting will be April 12, 2022 at 1:00pm

Adjournment – Scott H made a motion to adjourn the meeting; Carol K seconded - motion passed unanimously. Meeting adjourned at 2:01 pm.

Respectfully submitted by,



Jennifer Carlson, Secretary
ASSP Northwest Chapter