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| **Date**: 12/28/21 | **Location:** Webex hosted by Tom Metzner |
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| **Board Members in Attendance:** Tom Metzner, Ravi Narayan, Mindy Prichard |
| **Guests in Attendance:** Aaron Paris, Melissa Eickleberry, Phil Shoemaker |
| **Committee Chairs in Attendance:** Mindy Prichard, Laurie Wolfe, Dave Hallerud, Tom Metzner, Phil Shoemaker |
| Diversity, Equality & Inclusion | Dan Snyder  |
| Events Coordinator/Vendors:  | Jennifer Dennis |
| Social Media/Communications: | Open |
| Student Section: | Dan Snyder and Phil Shoemaker |
| Website: | Dave Hallerud |
| Scholarship: | Dave Hallerud |
| New Members: | Kristin Danner |
| PDW Committee Chair: |  Mindy Prichard |
| Newsletter: |  Laurie Wolfe |
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| **Call to Order:** 3:00 pm | **Chapter Meeting Attendance** |
| **Motion**: Tom Metzner | Members: N/A |
| **2nd:** Mindy Prichard | Students: N/A |
| **Adjourn:**  3:48 pm | Non-Members: N/A  |
| **Motion**: Tom Metzner | Guests: N/A |
| **2nd:** Ravi Narayan | **TOTAL:** |
| **December 2021 – Treasurer’s Report** |
| Cash | $100.00 |  | December 15, 2021 |
| Checking | $13,502.10 |  | December 15, 2021 |
| Savings | $18,346.21 |  | December 15, 2021 |
| Square | $0.00 |  | December 15, 2021 |
| PayPal | $0.00 |  | December 15, 2021 |
| **TOTAL** | **$31,948.31** |  |  |

**Financial Report:**

* Financial support (non-profits, scholarship, etc.):
	+ December we donated $250 to Toys for Tots and $250 to Harvesters
	+ The committee discussed donating anti-fatigue mats to Harvesters. Tom did some research and got some preliminary pricing for $170 x 4 mats = $680. Tom will reach out to Harvesters to see if there would be some interest from them for this type of donation and then he will reach out to a Grainger contact for a possible discount.
	+ Tom mentioned adopting an organization and is reaching out to Lockton’s community relations team for ideas.

**New Business**:

* CSP Study Group –
	+ Mindy shared with the committee that she formed an ASP/CSP Study Group that will be co-taught by Dr. Dan Snyder and Dr. Georgi Popov. They would like to use this group as a pilot for a virtual study group format they are working on and are in the development stages. We had a kick-off meeting, and 9 individuals joined the study group. 12 in total attended this meeting. The next meeting will be Friday, January 14th.
* Election Committee
	+ There have not been any potential candidates. Still seeking and recruiting.
* Member Survey
	+ We usually send out an annual survey. Tom asked for a volunteer to look at questions we are asking on existing survey. Dave has volunteered to look at what we currently have and to add and/or delete questions.

**Old Business**:

* Speaker Gifts – Donations will be made to the ASSP Foundation
	+ $50 per speaker; if more than one speaker, we will donate $25 each
	+ If we pay for a guest speaker, we have chosen to donate $50 as well.
* Filling Vice President/President Elect position is still ongoing
* Safety Professional of the Year (SPY) nominations
	+ Laurel Harris is unanimously our nominee. Tom asked to develop a timeline.
* Hawkeye PDC 2022 – Des Moines.
	+ There is some general interest in the partnership. We would help source speakers and topics if we decide to participate and any other help we could offer. This would be an “in person” event, and also offered virtually.
* Owl Labs (video conferencing platform) $1,000 - $1,500
	+ Borrow from Aaron Paris’s client – Aaron found out it was hard-wired in, and the client is looking to see if it can be disconnected somehow to loan to us. Aaron will circle back.
	+ There was a suggestion to reach out to Owl Labs and inquire about a trial use and seek a donation of the technology to ASSP with the caveat that we will be presenting up to 500 members and companies and we would let members know about the donation from Owl Labs. Aaron said he would look into this for us.
	+ *Note: Owl Labs is a combined video and audio, hybrid meeting media technology that a lot of companies are beginning to use. The technology makes if feel like everyone is in the room. It tracks movement of whoever is speaking. This would be a great tool as we continue to offer hybrid (virtual and in-person) meetings in the future.*
* Members without emails on file – Members are not getting information because their emails are not on file with us. They are working on ways to address this. Members may be asked to reach out and obtain emails so we can get them included on the distribution list. There are about 20 members without an email on file, and Tom will work with Membership Chair.

**COMT Status**: 3,420 (platinum: 9,000)

**Committee Reports**:

* **DEI** –Dan – not present
* **Topics/Speakers** – Tom
	+ December – Harvesters was a success with 15 volunteers. Pictures posted on FB.
	+ January – Suicide Prevention & Mental Health in the Workplace
		- AGC (American General Contractors)
		- Speaker: Brandon Anderson, VP of Safety
		- Cost: $200 (due to travel from St. Louis)
	+ February PDW – Philosophy of EHS Professional Ethics / Best Practices in Delivering Virtual Blended Learning – Mindy will ask Dan for a date in February
	+ March – need to start thinking about March topics
* **Election Committee** – Phil said he would be willing to help with the election committee. Tom reiterated that we are seeking a VP/President Elect.
* **Website/Social Media** – Dave said the website has been updated which included updating pictures and names, etc. Dave also posted pictures on Facebook from Harvesters.
* **Member Engagement** – Kristin not present
* **Newsletter** – Laurie is doing a great job with the newsletter and already has January ready.
* **Scholarship** – Dave Hallerud – provided some background and clarification. The endowment is closer to $30K per $1,000. Currently, we have $3,000 that we award in scholarships. $1,500 is set aside for UCM and $1,500 is set aside to PSU. 2009 is the first year that we donated to the ASSP Foundation. For every $15K we donate to the foundation, it earns $500 more in scholarship monies. That money is endowed (An endowment fund is an investment fund established by a foundation that makes consistent withdrawals from invested capital. The capital or money in

endowment funds is often used by universities, nonprofit organizations, churches, and hospitals). These monies are then awarded every year. If we do vote to add more monies (i.e. $30K to increase the UCM and PSU scholarships to $2,000 each), we would not have to donate the $30K all at once; the step amount is $15K for $500. We are one of the leading chapters in Region V and this is one example where we excel. All scholarships are reviewed by a committee at the society level: ASSP Foundation.

* Mindy asked how our chapter generates money because we haven’t had any in-person meetings for two years due to covid. Dave stated that every time we renew our annual membership, our chapter receives $30 per person. So, if we have 500 members x $30 = $15,000.
* **Student Section** –
	+ Dan – not present
	+ Tom reached out to other ASSP chapters in Region V to try and coordinate a conference call to discuss “best practices” used for engagement with student chapters. Only two other chapters replied back to Tom’s invite for the conference call. He may enlist the support of the VP of Region V. Tom asked if Phil would take on this “Best Practices” conference call with the different student section advisors from other chapters. Phil agreed to help.
	+ Phil provided an update. He recently went to UCM and had great discussions with Georgi Popov (Interim Chair – Safety) and others. UCM staff are receptive to find ways to get students engaged. Phil plans to go down to UCM in February. He asked if there were others interested. Mindy, Tom and Dave expressed interest. Phil said he is now on UCM’s Advisory Board. Some exciting news is The College of Health, Science, and Technology programs will move into the Gaines Technology Complex and there will be labs and hands-on training which has been desperately needed.
	+ Phil indicated that $6K in scholarship monies went to PSU and UCM Construction Safety Program students.
* **General Notes**
	+ Phil discussed the CSG Group and how they function as well as their beginnings back when ASSP used to be ASSE. They are separate from the Builders Association, but the Builders Association oversees the CSG. We would like to see more synergy between the two groups. Tom asked if Phil could reach out to Matt Dierking, Phil’s replacement at the Builders Association to see if he would be interested in attending our meetings.

Adjourn: 3:48 pm