**ASSP HoA Board & Executive Committee Meeting Agenda**

**August 14, 2025**

**Call to Order (first/second/time):** Mike (first), Derek (second). Called to order at 8:05 am

**Board Members Present:** Mike Carlson, Ashley Parker, Ravi Narayan, Mindy Prichard

**Executive Committee Members Present:** Tom Metzner, Derek Farmer, Mike Combs, Harold Rudd, Ashlie Walker-Deffenbaugh, Eric Hallerud, Jessie Glenn, Phil Shoemaker

**Guest(s):** Tommy Rebecchi

**Approve May’s Minutes (first/second):** Mike (first), Eric (second)

**Financial Report:** Ravi completed the chapter’s financial report. Sent on 8/4.

**COMT (Chapter Operations Management Tool) Status**: Platinum for prior year! Mike and Tom sent in Chapter Goals for 400 pts. Due Aug. 15th

**New Business:**

* **Solicitation for Ways to Provide Member and Executive Committee Value** – Mike
  + Derek recapped the emails that have been swirling around between the board this past month. Eric H. discussed that there are a lot of question marks here, lot to consider, but would like to see more of a proposal with a spreadsheet for the board and Executive Committee to consider. Ravi put together a budget and can send that out to the group for review. Tom wanted to know more details as to why the board wants to move money to CD funding or money market as opposed to spending more money on our membership. Derek stated that the more we invest in our members, the more we can gain opportunities for corporate sponsorships, etc. Ideas thrown out:
    - Purchase ASSP swag to award members? Raffles, door prizes at meetings.
    - Scholarships to the ASSP National Conference
    - Charity donations
    - Scholarship endowment funding
    - CD funding
  + Mike asked for help on the proposal with Ravi. Eric volunteered. Vote hopefully in September.
* **ASSP Meeting Schedule** – Mindy

August 22: KHP @ WaterOne, Lenexa

September 19: Toastmasters & Presentation Skills @ UCM Innovative Campus Lee’s Summit

October 10: Oktoberfest @ Weber KCMO (Lunch, Presentation & Tour)

November 21: Faith Technologies Excellerate Facility in Olathe (Lunch, Presentation & Tour)

December: Date TBD – Volunteer Event @Harvesters

January 23: OSHA Update – Billie Kizer @ MPR Independence

Feb: Open – Ashley will meet with Safety Culture for topic. They will host.

March 27: JOCO Emergency Mgmt – Olathe (Lunch, Presentation & Tour)

April 17 or 24: Student Speed Meet @ Scheels or UCM

May 15 or 29: Cyber Security – Ashlie, Tom & Derek Organizing

* **Student Section** – Phil Shoemaker – no new updates. School is starting back up. Mindy will be an Adjunct Professor at UCM this fall so she will work on student engagement.
* **Officer Transitions** – Ashley Parker is planning to attend ROC in Chicago. Mike is on baby watch.
* **Formation of an Emerging Professionals Group** – Jessie & Eric (Anthony Gallagher (co-president) – they requested a sorted list of our chapter members to solicit interest in the new group. Mindy asked if there was a way to sort the list in a way to determine # of years in safety. She also asked if we could send an email to all members with an announcement about the formation of the new group or if all announcements to our members had to go through Chapter Services. Derek said we have to stick to Chapter Services when we email our members to abide by those who choose to opt-out. Mike is going to find out if a list of our members can be sorted by those who opt-out. We can send an email to those people and not go through Chapter Services. Jessie, Eric, and Anthony discussed a Chicken and Pickle Kick-off Event. They are also meeting with the Boston Chapter virtually in two weeks. Mindy mentioned giving swag to those who show up possibly.
* **Suicide Awareness Poker Chips –** Tom sent an email and this would be an inexpensive avenue to show our local chapter support for suicide prevention. Tabled at the moment.

**Old Business:**

* **Safety Excellence Award** – Mike has the trophy. We can hopefully present it to Tom at our September meeting.
* **Newsletter** – New talent with Harold on the team and we are on track! Do we want new headshots so we all look uniform?? Eric can take them for us if we would like. Jessie is going to do the next Member Spotlight. We would also like to try and add pictures for New Members.

**Committee Reports** – discussions on where we are at on committees in place:

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| Events Coordinator / Catering | Mindy Prichard / **OPEN** |
| Professional Development Workshop | Mindy Prichard / Tom Metzner |
| Social Media / Communications | Derek Farmer / Ashlie Walker-Deffenbaugh |
| Student Section | Phil Shoemaker / Eric Hallerud / Mindy Prichard |
| Website Updates / Job Posting | Dave Hallerud |
| Scholarships (UCM / PSU) | Phil Shoemaker / Dave Hallerud |
| New Members / Member Engagement | Eric Hallerud / Mike Combs / Tommy Rebecchi |
| Newsletter | Mike Carlson / Harold Rudd |
| Vendor Promotions (recruit sponsors and keep track of our commitment with current sponsors) | Ashley Parker / Shelly Higgins |
| Election Committee | Derek, Mindy, Tom (this position is always done by past president) |
| Emerging Professionals Group | Eric Hallerud / Jessie Glenn / Anthony Gallagher |
| Meeting Greeter / Food Set-up | Mindy Prichard / Harold Rudd / Mike Combs |
| Photographer for Meetings | Eric Hallerud / Harold Rudd |
| Plan Monthly Drawings for Meetings | **OPEN** |

**Adjourn** (first/second/time): Mike (first), Eric (second). Meeting adjourned at 9:11 am.