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

**September 18, 2025**

**Call to Order (first/second/time):** Ashley/first, Tom/second @ 8:02 am

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

**Executive Committee Members Present:** Mike Combs, Tommy Rebecchi, Shelly Higgins, Jessie Glenn, Harold Rudd, Derek Farmer, Tom Metzner

**Guest(s):** N/A

**Approve August’s Minutes (first/second):** Derek/first, Ravi/second

**Financial Report:** Ravi sent the financial spreadsheet at the end of August

**COMT (Chapter Operations Management Tool) Status**: **2,320 Points** (reported by Tom). Goal is 9,000 points. As Derek mentioned, if you get 4,000 points by mid-year you’re in good shape to meet the goal.

**New Business:**

* **Planning Executive Committee events/dinner?** Dinner after May 2026 for 2027’s planning. Maybe change one planning meeting in the next few months to a brunch or lunch meeting. Derek and Tom to plan ideas.
* **What help is needed for September’s meeting and beyond?** Mindy ordered the lunch. Ravi will pick up water. Shelley & Tommy will be there early to help Mindy/Ravi.
* **Bill Murray with Doctoral research project –** Asked if we could provide a path to help spread the word of his survey. LinkedIn. Society already sent out, but asking for our email to send out to get more respondents. Mike will receive the email to send to webmaster ticket. “Locus of Control.” Tommy recently got his doctoral degree. Social media is a great way to send this information out. LinkedIn – via messages.

**Other Business:**

* Tom said he received a flyer (email) for the free Work Comp Safety Seminar training event on October 9th sponsored by Conservative Care.He was seeking some clarification. When we post something on our website like that, maybe more clarification would be helpful. Mindy said that Lane Sanders (current member) is the host w/Conservative Care. Tom said maybe changing the subject line on the email that went out as an option for more clarification to members. Mindy mentioned on the flyer she got from Lane all you had to do was click on it and it took you to their event page, but when this got posted through Chapter Web Services, there is no way to do that because they can’t actually post the flyer sent to them. But once you click the “Register Now” button on our website, you are directed to their link. Mindy asked if we are ok with sending out events like this from members versus when we would not be ok sending something out like this? Derek mentioned anything free or low cost that’s not commercialized (ex. new products seminar).
* Tommy would like to engage with our members at a couple of the monthly chapter meetings before they start (between checking in and lunch) and ask them very quick questions like…. what are some of the major safety issues and solutions facing safety professionals. He said there is all this brain power in one room that we can capitalize on and turn into value for our members for building solutions together. At a future meeting he said we could hand out a paper with the list of the concerns he gathered and then we could discuss them together. Ashley asked about soliciting info and then doing a round table discussion at a future meeting. Tom liked the roundtable approach to avoid sidebar conversations from an open discussion setting. Tommy would be willing to lead this. Ashley mentioned “Connected Communication” where we could have a question on paper available for members to write down questions. Derek mentioned a questionnaire format. Shelly offered a QR code format that could handle this electronically. All of this could help shape future meetings so we can bring in the right expertise and speakers to address the topics of concern.

**Old Business:**

* **Solicitation for Ways to Provide Member and Executive Committee Value**
	+ Ravi and Mike moved our savings to a CD to yield earnings at 3.85%
* **ASSP Meeting Schedule** – Mindy
	+ **October 10**: Oktoberfest @ Weber KCMO (Lunch, Presentation & Tour). Customer Experience Team is coordinating the entire event. Working on sourcing the food. Mr. Norbert, former President will be discussing PtD to the members. Limit at 50.
	+ **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 – US Compliance Gold Sponsor event.
	+ **February 20 or 27:** Ashley met with Mike Kono @ Safety Culture for a topic. They have decided to do Virtual Reality (VR) Training. Derek will assist Ashley and Mike Kono. Hosting at Builders Training & Education Center. Safety Culture as Sponsor.
	+ **March 27**: JOCO Emergency Management – Olathe (Lunch, Presentation & Tour)
	+ **April 17 or 24**: Student Speed Meet @ Scheels or UCM
	+ **May 15 or 29**: Cyber Security – Ashlie, Tom & Derek are organizing
* **Student Section** – Phil Shoemaker was not present but he did reach out to UCM and PSU student chapters for a list of officers for this academic year.
* **Officer Transitions** – Ashley Parker is attending ROC in Chicago on September 25 – 26. Mike is on baby watch.
* **Formation of an Emerging Professionals Group** – Jessie and Anthony are in the process of finalizing a location for a kick-off event. It was highlighted in the newsletter. Working on scheduling with Chicken ‘n Pickle. Also looking at Top Golf. Shooting for October date. Derek can post on LinkedIn what was in the newsletter.
* **Suicide Awareness Poker Chips –** Tom is in the process of purchasing.
* **Safety Excellence Award** – Mike has the trophy and we look forward to presenting it to him @ our September 19th meeting.
* **Newsletter** – New talent with Harold on the team and we are on track! Do we want new headshots so we all look uniform? All were in favor in new headshots. Ashley was going to get pricing on someone she knew. We would also like to try and add pictures for New Members.

**Committee Reports**:

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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** |

**Vendor Promotions:** Shelly suggested we could create a QR code for future sponsorships that has all the details available by scanning it. And on a sidenote Shelly mentioned finding places to donate unused PPE. Shelly had a vendor who was able to donate cut level 3 gloves to UCM. Let her know if you know any organization in need so this PPE does not go to the landfill.

**Election Committee:** Derek will send election information to Harold for the October newsletter.

Spring ROC will be in Kansas City in 2026.

**Adjourn**: motion to end meeting Mindy/1st, Ravi 2nd @ time 9:09 am