



AMERICAN SOCIETY OF SAFETY PROFESSIONALS

ASSP Louisville Chapter Executive Committee Planning Meeting

Location: ZOOM Meeting

Date: July 17, 2020 11:30 am eastern

Call to Order: Cindy Brown

Timekeeper: Bill Boehm

Establish Quorum (11:45 am eastern) – Cindy Brown, Bill Boehm, Courtney Lewis, Brad Hart, Barry Spurlock, Michael Fackler, Bart Leist, Mike Page

- Reminder to do online Officer's training and email proof of training to Cindy
- Reviewed Chapter Star information (Cindy)
- Reviewed roles of the Executive Board, as well as duties (Cindy)
- **Committee Chairs:**
 - Awards – Brad (Chair), Mike Fackler and Cindy Brown to assist
 - Election – *Need Chair*, Bill Boehm and Brad Hart to assist
 - Audit Bank – Cindy Brown (Chair), Mike Fackler and Bill Boehm to assist
 - Review Bylaws – Cindy Brown (Chair), Courtney Lewis and Brad Hart to assist
 - WISE – Courtney Lewis (Chair)
- **Upcoming Meeting Topic Suggestions:**
 - Courtney and Bart spoke to Mike Fackler about giving advice on job search, LinkedIn, resume writing, ASSP tools;
 - Would be a good WISE meeting discussion;
 - Barry talked about the student services at ECU that helps with resume reviews and mock interviews;
 - Cindy spoke of the ASSP resume portal;
 - Possible roundtable facilitating and then broaden out to WISE (Courtney can facilitate);
 - Other topics suggested were Worker's Comp, financial statements education, managing generation Z, safety management systems, workplace violence, mental health, practical ergonomics.



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- **Meeting Location:**
 - Cindy spoke to the group about December and what to do for appreciation. Years past there have been dinners but what will we do this year due to Covid restrictions? Cindy spoke of the Blankenbaker site where we used to meet and suggestions of where we could meet in the future as a secondary option.
- **Surveys:**
 - Mike Page asked about surveys and what the survey concluded of earlier this year (Courtney's survey) asking about participating in meetings (general conclusion was lack of managerial support to physically attend meetings – had approximately 20 survey responses).
- **Communication:**
 - Mike Page spoke of the group making calls and sending emails to members to recruit, announce news, retain members, etc.;
 - Possible to have a one call or text system (Courtney)
- **Treasurer:**
 - Brad has a Square to assist in collecting fees/charges versus cash/check;
 - For recruiting and retention, it was mentioned to possibly decrease meeting costs, or do some free meetings, how much is typically spent on food, value of the speaker, etc.;
 - Mike Page and Bart Leist will help research location/venue for meetings.
 - Brad motioned that a member of the Executive Board be on the financial accounts moving forward. This will help when Officers change. Treasurer goes on account. Barry seconded, all in favor, no oppose.
- **Other Sections/Chapters:**
 - Letter was sent to the Southcentral section in May and have had no response.
 - Brad motioned to dissolve the Southcentral section, Barry seconded the motion to dissolve, all in favor, no oppose.
 - Brad spoke of IU's student section and inactivity. Communication problematic – need a good contact.
 - Brad asked about the Bluegrass section and finances. Barry said he had worked on this prior. Barry to resend that information about budget needs.



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- **Secretary:**
 - Continue newsletters and send to Mark for publishing on the website.
 - Need everyone to send Courtney newsletter data.

- **Social Media:**
 - David Stumbo to chair social media

- **Government Affairs:**
 - Barry Spurlock to chair Government Affairs.
 - KYOSH standards board was mentioned and possibly will be something we can attend in the future.

- **Upcoming Events:**
 - Networking events in the community
 - Derby / Parade
 - NAOSH week (Bill will chair)
 - Norton Children's Hospital
 - Leadership Conference will be virtual in October
 - Spoke of how Future Safety Leaders Conference student nominations works; Faculty nominations

Cindy adjourned at 2:06 pm