



West Michigan Chapter

Meeting Minutes

Date: 10/13/2020

Executive Committee

Present: Rich DeLeau – President, Mingyu Wu – Vice-President, Chris Scholten – Secretary, Patrick Lynch – Treasurer, Kellie Anderson – Membership Chair, Kacey Wesley – Education Chair,

Guests: Student Section: Vito Cannizzaro – President, Zachary Mikulec – Vice President, Jessica Dixon – Secretary, Molly Mannion – Treasurer

Absent: Jamie Bauer - Delegate

- I. **Approval of minutes from last meeting** From EC Meeting held on 9/15/20. Motion to approve by Rich and 2nd by Chris. Carried.
- II. **Financial Report:** Pat stated that he added a reserve section onto the report to serve as a constant reminder of our earmarks. Ending bal as of 9/30/30 is \$15,679.38. Motion to approved Income Statement by Bryan. 2nd by (?). Carried.
- III. **Education Report:** Kasey reports that the TF is moving towards two prospects: Davenport U. (still looking for POC) and Ferris State U. Mike will reach out to Dr. D. Brown head of Risk Management & Insurance Department. Mingyu may want to be added to the TF. Others are encourage to join this TF.
- IV. **Membership Report:** Kellie states New Member Welcome packets are being wrapped up. Kellie also rolled out a metric sheet showing month-to-month tracking and YTD performance to ensure we can achieve our recruitment KPIs and retention KPIs. Any officer or general members are encouraged to join Kellie's TF.
- V. **Old Business**
 - a) Program Year (Fall'20 & Spring'21)
 - a. Oct Tue 20th (Virtual) Coffee w/MIOSHA finalized



- b. Oct Tue 27th --John Ball Zoo – Rich DL. To confirm with both Carol K./JPBZ and Chris K./JPBZ.
 - c. Nov Tue 24th -- (Virtual) Bryan to confirm if Mock Disposition with Steve Hilger is still on.
 - d. Dec Tue 17th GVSU Internship Presentations & Xmas Party – Kacey will reach out to Derek M insuring this is the date and time.
 - e. Jan Tue 26th 2021—Possible “Training w/QR Code Tracking” by Chris Brennan – Chris S.
 - f. Feb Tue 23rd 2021—Possible ASSP Educational Opportunities via ASSP by Brian Oczepek, Region VII North Area Director
 - g. Mar Tue 30th 2021- Tour- Frederik Meijer Garden (Construction areas), Butterball Farms (General Industry: Manufacturing); Kendrick Plastics (G.I.: Manufacturing), Embassy Suite/GR, SpeedWrench, etc. asking all to seek out other options
 - h. Apr Tue13- Wed 14/2021--Michigan Safety Conference 2021
 - i. May Tue 25th 2021--Water/Swimming Safety/Jim Dreyer – Locked in. Rich
 - j. Jun Thur 24th 2021--Annual Student Scholarship Golf Outing – Confirmed locked in on 9/17 – Bryan H.
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- b) Chapter Banner & Table Cover/Marketing Tools. Rich to connect with Kurt Kruse w/Kruse Design.
 - c) Officer Online ASSP Training – Rich will send out latest revision of the training matrix. Leaders need to complete them. Mandatory requirement per S.O.G. and job descriptions.
 - d) Need to find new space for Spring 2021 Technical Meetings (HexArmor? F-Z? Chris will reach out to his contacts to include Rockford Construction. Pat has identified a Kent District Library Grandville Branch (4055 Maple St.) not too far from the I-196/Chicago Dr (Jenison) interchange. No fee rental.
 - e) Annual \$1,000 Scholarship Award Status – Rich to reach out to Dave H. about timing.



VI. **New business**

- a) Review of the general liability insurance coverage paid by Society for the Chapter's Officers (D&O) protection. Officers to review the document for their understanding of what and how much coverage and exclusions.
- b) SPY Award was briefly explained. There are both Chapter levels and Region levels. Rich to provide both documents that explains the eligibility, and how to properly submit a petition. After reading the materials, officers are encouraged to submit nominees to Rich by Thanksgiving Day as submissions are due 2/1/21.
- c) Round Table – Bryan brought up topic on how to financial assist those former members that due to economic hardships have allowed their memberships to lapse. Tabled for next meeting. Rich to provide what Society will do for hardships.

VII. **Adjournment** / Next EC Meeting: Tuesday, November 17, @ 8 AM

Respectfully Submitted,

Rich DeLeau, President

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