



West Michigan Chapter

Minutes

Date: 3/28/2024

Executive Committee

Meeting Facilitator: **Chris Scholten** – President

Leadership Members: **Zach Mikulec**– Vice President; **Phil Schaffer** – Secretary; **Nick Miedema** – Treasurer; **Rich DeLeau** – Immediate Past-President; **Mike McKay** – Communications Chair; **Kellie Anderson** – Membership Chair; **Mingyu Wu** – Advisory Group Member; **James Winters** – Program Chair; **Kasey Wesley** – Mentorship Chair; Matt Seguin - Professional Development Chair, **Katie Dratz**

****yellow denotes as present for meeting

Student Section (Optional): Jessica Corner – President; Meghan Day – Vice President; Cory Hodge – Secretary; Jacob Joanis - Treasurer

- 1) **Roll Call** Quorum $\geq 12 / 13$.
- 2) **Call to Order** Time: 10:00am
 - a) **Approval of minutes from last meetings:** Motion to approve: Kasey / Phil, motion Passes 12/13
- 3) **Professional Development Chair**
 - a) Motion to approve Mathew Seguin : Chris S/ Phil, Pass 100%
 - b) Connect with Jamie Bauer
- 4) **Treasurer/Financial Report: *Review of February Income Statement*** – Nick M.
 - a) Motion to approve Financial Statement: Rich / Kasey Motion passes
- 5) **Education Chair Report Updates (Student Section): *Student Engagement Task Force/Mentorship Program/ Updates*** – Kasey W.
- 6) **Membership Chair Feb Reports Update**– Kellie A.
 - a) 259 Members, 231 active, 28 in grace



- b) 3 expired
 - c) 6 new members
 - d) Katie D. to work with Kellie
- 7) **COMT Update** – 7,080 / 10,030 points
- 8) **Internal Financial Audit**
- a) Team: Nick M, Chris S, Zack M, Matt S
 - b) Date: After fiscal end – Sometime in April
- 9) **ROC May 9 & 10**
- a) Rich, Zack & Chris to attend
 - b) Safety24 Conference + Expo, Aug 7-9
 - i) Nick M & Rich D attending
 - c) Chapters need to use Real Magnet to comply with CAN-SPAM Act
 - d) Google Drive access
 - e) Free survey account
 - f) Event Espresso
 - g) Chapter Sponsors: website & meeting locations. Good example is Louisville Chapter webpage <https://louisville.assp.org/>
 - h) Scholarship page on our website - <https://louisville.assp.org/>
- 10) **March Event** – Tue, 3/5/24 Technical Meeting (CEU): “Real-World Implementation of ‘Failure Mode and Effect Analysis’ (FMEA) in Cold Headed Fasteners Manufacturer. Location: First Companies
- a) Number of attendees:
 - b) Miscommunication with speakers -
- 11) **Michigan Safety Conference** – 4/16-17/24 @ DeVos Place



- a) Signup Genius out for booth
 - b) Free membership raffle? Last year was split between 3 chapters
 - c) Merchandise to give away
 - d) Eventbrite for combined ASSP chapter event – Chris Brennen, Building a Positive Safety Culture. 4:30pm – 5:30pm Location: TBD
 - e) Evening event sponsored by Greater Detroit Chapter: Founders Centennial Room 8pm – 10pm
- 12) **May Event** – May 7, 8:00am – 10:00am, Technology to Reduce Risk & Prevent Injuries followed by a tour of the Kent County Road Commission facility.
- a) Eventbrite out: currently 18 people registered
- 13) **May Event** – May 23, 8am – 10am, Amway Tour
- 14) **Annual Golf Outing Task Force**
- a) Date 6/27/24, Contract Signed
 - b) Task force members: Chris S, Nick M, Zach M, Kellie A, Rich D. to meet 3/29/24
- 15) **Chapter nominations – Rich D**
- a) No nominations from chapter members, incumbents will retain positions if not contested.
 - b) Nominations end 3/31/24
- 16) **September Event** – Sept 17, 2024 Time TBD, ASSP/MIOSHA MVPP Presentation
- 17) **Coffee w/MIOSHA** – Date/Time/location TBD
- a) F&Z to host
- 18) **QR Code for attendance & Survey**



a)

19) **Round the Table** - All

20) **Adjournment** / Next EC Meeting: Virtual 4/25/24, 2024 @ 10:00 AM

a) Motion to adjourn: Phil / Rich 100%

21) Next meeting, 4/25/24 @ 10am