**Date: Wednesday, July 8, 2020 (1:00pm – 2:15pm)**

**Location: Phone – Virtual Meeting**

**This was a Chapter Business Meeting.**

**Chapter President Carl Granger called the meeting to order:**

* Meeting participants included:

1. Carl Granger (President)
2. Jeff Gray (Vice President)
3. Bob Schneider (Secretary)
4. Nathan Fawcett (Social Media And Webmaster)
5. Bob Kirkby (Program Chair)

**1) Secretary Report**

* The prior meeting minutes were reviewed and approved.
* The meeting minutes will be posted on our chapter website.

**2) Treasurer Report**

* $15567.85 is the current balance.
* There is a recurring $10 fee for basic auto pay.
* There is income from both April and May included in the balance.
* There was no outgoing money during the current statement period.
* The report was reviewed and approved.

**3) Future Chapter Event Updates**

* ASSP Society has made the decision to make all ASSP events virtual until April of 2021. Carl is reaching out to get more information on how this applies to chapters.
* Suggestion was made for us to have our board meetings virtually for the next several months.
* July (Awards Event)
  + These are length of service awards.
  + These awards are for the last chapter year, so it would not be appropriate to wait until we meet in person because that could be several months from now.
  + Discussed options to present these awards.
  + We decided to mail the awards and have the recipients take a picture and send it back to us. We will then post the pictures on the Mid-Michigan ASSP website.
* Early Fall
  + Chainsaw Safety (2-day training at Cobblestone Farms in Ann Arbor, MI):
    - The suggestion is to table it for a month or two and re-evaluate it then. Likely, we will need to move it to next Spring 2021.
* ASP Prep. Class
  + We could time this during the Michigan Safety Conference in 2021.
  + Langlois & Weigand, a prep-class provider, have the dates available.
  + Another option is to offer this virtually this year since we will likely not be able to do it in person.
  + Discussed if this is something we would want to pursue.
  + The consensus is we think it is a good opportunity.
  + There may be some pent-up demand for the ASP prep class.

**4) Chapter Operations Management Tool (COMT)**

* The report was uploaded to the COMT on Jun 15th, so we got our bonus points.
* Several key points to the checklist were reviewed.
* Carl was thanked for the time he spent compiling and completing the COMT.

1. **House of Delegates Meeting**

* There was a deadline for voting on the items discussed during the meeting.
* We were not able to confirm if James submitted his votes.
* One of the items up for a vote was the elimination of the requirement of being a Professional member in order to hold some ASSP positions.

1. **ASSP Leadership Conference**

* It is virtual this year on October 1st and 2nd.
* Registration opens in July.
* This is a good event to consider.
* It is suggested we put this on our calendar and attend if possible.
* There are many good presentations and topics covered.

**7) Chapter Meeting Scheduling**

* Suggestion was made to plan for the next 6 months of chapter meetings to be held virtually via teleconference or Zoom.
* We discussed and the consensus was to plan for 3 months of virtual chapter meetings for now.
* We will evaluate at a later date whether to extend beyond the initial three months.

1. **Financial Audit**

* We will not be able to meet in person, so this will need to be done using Zoom.
* Bob S. and Nathan volunteered to assist and others are welcome to join.
* A meeting will be scheduled for August.

1. **Brainstorming Ideas For The New Program Chair (Bob Kirkby) – For 2020/2021**

* Virtual Presentations & Webinars: Since people are having to shift away from in-person training and go virtual, presenting on the best platforms and methods for virtual training will help manage the training process so it is more effective and runs smoother. We can discuss what works best. (Bob K.)
* COVID-19 Training: This can cover many different areas including how best to bring people back to work safely, what insurance carriers are seeing in the way of claims, along with other topics for safety professionals that they may not have already learned. (Bob S.) Carl will look into potential speakers.
* Safely Handling Conferences & Other Events: Discuss how to safely handle conferences and other events with many people. (Carl)
* Safety in The Virtual World: Present on how to provide a safe remote workplace for employees. (Bob S.)
* Supply Chain Challenges In The COVID World):
* Insurance Carrier Prospective Related To COVID-19 Claims: (Bob S.)

**10) Fall Regional Operating Committee (ROC) Meeting**

* The Fall ROC will be virtual.
* The date of the meeting is scheduled for August 25, 2020.
* We should put the date on our calendar if we want to attend.

1. **Other Business/Roundtable** 
   * Carl: Nothing
   * Jeff: Nothing
   * Bob S.: Nothing
   * Bob K.: Nothing
   * Nathan: Nothing

**12) Schedule Next Meeting**

* To Be Scheduled
* This will be a virtual meeting.