**Date: Wednesday, November 4, 2020 (1:00pm – 2:30pm)**

**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. Craig Galecka (Treasurer)
4. Bob Schneider (Secretary)
5. Bob Kirkby (Program Chair)
6. Nathan Fawcett (Social Media And Webmaster)
7. Mary Bainbridge (Chapter WISE Chair)

**1) Secretary Report**

* The Secretary Report was reviewed and approved.

**2) Treasurer Report**

* The current balance as of October 31, 2020 is $16,013.60.
* Only recent expense is $9.95 for a recurring bank processing fee.
* Deposits total $186.00 from membership dues.
* The Treasurer Report was accepted as presented.

**3) Future Chapter Event Updates**

* October 27: “Fall Protection: The Greatest Challenge in Compliance and Risk” – Craig Galecka
  + 36 people attended.
  + The webinar went very well.
  + We discussed some things that could have been done differently including designating someone to monitor the chat and unmute attendees.
  + Suggestion was made to designate someone to be the organizer so the presenter does not have to present and do other things at the same time.
* November 24: “I’ve Been Assigned Responsibility for Industrial Hygiene: Now What?” – Greg Zigulis
  + This presentation is confirmed.
* December 10: “Overdose/Narcan Responder” – Parker Tomkinson
  + This presentation is confirmed and is sponsored by Wayne State University.
  + Each attendee will receive a Narcan response kit.
  + This is a free presentation and is open to the public.
* January: “Home Ergonomics”
  + Kathy White has accepted our offer to conduct a webinar related to home ergonomics. This is perfect for all those working from home due to the pandemic.
* We discussed other topics we could put on the calendar for 2021. Everyone was asked to share ideas for topics.

**4) Review Of The COMT Report**

* The link to a Guidance Document along with the COMT Report was sent to everyone.
* Takeaway: Spend 15 minutes or so reviewing the document to see if there is anything we could be doing differently.
* We reviewed several examples, including better engagement with chapter members.

**5) Misc.**

* Mary reviewed the requirements for her participation in the chapter WISE group. We discussed some options including joining the other two Michigan chapters.

1. **Other Business/Roundtable** 
   * Carl: Michigan Safety Council registration is now open. It will be a virtual meeting. We still have not received a refund from our booth last year. We can donate that refund or use the credit for the future. Our chapter, along with the other two Michigan chapters, need to decide how we want to handle the credit from last year.
   * Craig: No
   * Mary: No
   * Nathan: No
   * Jeff: No
   * Bob K.: No
   * Bob S.: No, but had a question about the vendor booths for the Michigan Safety Council.

**11) Schedule Next Meeting**

* December 2, 2020 (This will be a conference call.)