**Date: Wednesday, January 13, 2021 (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. James Stokes (Delegate)
6. Mary Bainbridge (Membership And WISE Chair)
7. Nathan Fawcett (Social Media And Webmaster)

Not Present:

1. Bob Kirkby (Program Chair And Nominations Chair)

**1) Secretary Report**

* The Secretary Report was accepted and approved.

**2) Treasurer Report**

* Balance is $16,183.09 in the checking account. We have standard recurring expenses for online payment processing fees. We received monthly dues for income. We also have $100 in our savings account.
* ASSP Foundation Donation: We did a donation last year. Carl suggested we consider doing it again. $250 was the suggestion and this was approved. We will send in a form letter and get a check mailed for the donation.
* Financial Audit: It would be good to do it in February. We will do it after our next Board meeting on February 3rd. We have a checklist we will use.

**3) Nominations for Chapter Leadership 2021-2022**

* Bob Kirkby was not on the call, so Carl will get with him to finalize the election process.

1. **Past Chapter Events To Follow-Up**

* December 10th, 1-2 pm: Community Outreach - “Overdose/Narcan Responder” – Parker Tomkinson
  + Jeff attended and said it was very valuable. He is not sure how many attended.

**5) Future Chapter Event Updates**

* January: “Home Ergonomics” – Kathy White
  + This presentation has now been moved to February 10th at Noon.
  + Announcements will be sent.
* Forklift Safety with Phil Weinstein
  + This presentation will be moved to March.
* April, May, and June
  + We are looking for topics.
  + Chapter members should let us know if they have any ideas.
* Michigan Safety Conference
  + We discussed the upcoming conference, including the chapter ASSP booth at the conference. We will know more when additional details are released.

**6) Spring ROC Meeting and Regional Business**

* Chet and the area director are going to do bi-monthly regional calls. The first one is Friday, 1/15/21. Let Carl know if we are interested and he will let Chet know to send an invitation.
* Spring ROC will be virtual. President-elect should attend. Both the President and Vice President are encouraged to attend. The Next meeting is on April 23rd. If interested, let Carl know. All of us can attend. Should be about a half day event.
* Regional SPY nominations are due January 22, 2021. If anyone knows of someone they would like to nominate for the Mid-Michigan Safety Professional of the Year award, let us know.

1. **Other Business/Roundtable** 
   * Carl: No
   * James: No
   * Bob S.:

* He noted he still needs to look into the possibility of creating and sending a chapter newsletter.
  + Jeff:
    - Great Lakes Safety sent out information on Lockout/Tagout training. They received a grant and will have multiple in-person classes. He inquired to Great Lakes Safety about us posting the event since they are no cost because they received a grant. He is waiting to hear back.
    - Commented on an article in Safety & Health magazine pertaining to the new administration as it relates to OSHA. He also shared another article from that magazine related to preventing catastrophic injuries. We discussed an idea of having this author from Michigan present to our chapter. Jeff will ask him.
  + Mary: No
  + Nathan: No

1. **Misc. Discussion** 
   * We discussed the chapter emails that are being returned. We discussed needing a volunteer to mail all the people that we receive undeliverable emails. It is possible their address and phone number are also not valid. Mary volunteered to do it. Carl will send her a list of those emails on the roster that are being returned.
   * A question was asked about Mary doing a WISE presentation. She said it does not need to be a presentation. Mary said maybe she could do it later in the year. There is another WISE committee meeting coming up, so she will know more after that meeting. She also noted she has an office ergonomics presentation she has done as a possible webinar we could use. We tentatively set July 2021 for the office ergonomics presentation.
2. **Schedule Next Meeting**

* February 3, 2021 @ 1pm (This will be a conference call.)