



AMERICAN SOCIETY OF SAFETY PROFESSIONALS

Mid-Michigan Chapter

November Secretary Report

Meeting Date: November 21, 2023

Meeting Time: 11:00am – 12:30pm

Format: WebEx

Attendees: Bob Schneider, Mary Bainbridge, Craig Galecka, Nora Gathman, Carl Granger, Chris Johnson (MiOSHA)

Meeting started: 11:01am

Meeting Ended: 12:04pm

September Secretary Report Review: Bob – Motion; Mary – Second; Approved

October Secretary Report Review: Bob – Motion; Mary – Second; Approved

September Treasury Report Review: Bob – Motion; Carl – Second; Approved

October Treasury Report Review: Bob – Motion; Carl – Second; Approved

Takeaways from the October meeting and old business:

- Bob will be checking on membership numbers to review at the next meeting with the committee.
- Submitted the Chapter Operational Plan. No questions or comments.
- Bob will get with Sandy from Greater Detroit to discuss tech that was recently purchased to help manage hybrid meetings.

Past Chapter events and activities:

- 11/7: Karly St. Aubin (Safety Culture) (Carl). Virtual Lunch and Learn, November 7, 2023 - Make Your Safety Culture Rock! 23 Attendees; one follow-up email about a recording.

Future Chapter event updates:

- Fatality Presentation – Chris Johnson – December 14, 2023 presentation virtually @ 11:30am; Will use Bob S. Teams account to set up the virtual meeting. Nora will get it posted on our website. Presentation can be recorded if possible, per Chis. Bob will investigate how to manage that.
- TBD January: Bob Mann – Craig Galecka. Craig will check back with him. Craig give us two dates in December, but he will know what availability he will have in January in the next few weeks. Craig will touch base with him on January dates.

- TBD February: *How to build safety into daily management through continuous improvement initiatives.* – Brittany Parks – Bob S. (Hybrid). Bob did hear back from Brittany; she will need to bump the date back to February (dates provided: Feb 6, 7, 8, 15, 20). Also, will consider holding this in-person at the Chamber of Commerce in Lansing. Aiming for one of the first two dates once Bob checks on availability of COC.
- TBD March: Dr. Wolf (Active Shooter) – Craig will reach out to the Lansing Historical Society to see availability, and Carl can check with Dr. Wolfe to see availability in March.
- April – Joint Chapters Meeting at the Michigan Safety Conference; Rich DeLeau has arranged for a speaker for this meeting.
- TBD May: Coffee with MIOSHA – looking at March or May. Bob will reach out to the Jackson Chapter of Commerce to see if they have/know of a location either at Baker College or elsewhere.
- TBD: Rich Mahaney (Emergency Response) – Bob S.
- TBD: Emergency Management (Active Shooter, etc.) – Bob K.
- TBD: Author from Professional Safety Journal article – Bob S.
- TBD: Drug Testing (Jim Schneider) – Bob S.
- TBD: Peer review article in the PSJ (Stephanie Walker – OH Chapter) – Bob S./Rich D.
- TBD: Will Dawson (Lithium-Ion Battery Storage or another topic) – Carl. Check with Great Lake Learning Center. Check with great lake learning center or Midland

New Business:

- Need a new Advisory Committee Member now that Bob K. has stepped down from the role.
- Monthly Region 7 Leadership Meeting...the last one was cancelled...but this is a new meeting to share best practices and talk chapter business/challenges/etc...
- Bob S. did attend the ASSP Leadership Conference as much as his scheduled allowed. Thoughts are that this event is most applicable to someone who is new to ASSP or new to ASSP Leadership.
- Code of Professional Conduct Focus Group: Chapter Presidents: A Focus group invitation was sent by Society regarding “code of conduct” for chapters...this invitation went to all chapter presidents. Society was trying to get input from a series of questions to update accreditation. Bob S. did participate in this event and the breakout sessions.
- Monthly website review. No changes were noted as needed at this time. Thanks to Nora for doing a great job with social media and the website.
- Mary opened up the idea of a round-table discussion on our webpage or LinkedIn page...like a forum to help others in the safety community with issues. Nora will check into a way to link our website or social media to the ASSP Society Community Page.
- Governance Update: no representative at this time.

Placeholder for future meetings:

- Review criteria for COMT report. This will be presented at next meeting.
- Review responsibilities for each position.
- Chapter Leadership Modules training

Schedule the next meeting: Wednesday, December 13, 2023 at 2:30-4pm

Roundtable:

- Craig asked about possibly sending new members a welcome letter; might help with engagement. Bob will research, but currently, it's only the students who graduate who are now part of our chapter in their first free year with ASSP.

American Society of Safety Professionals _____ Chapter

Monthly Financial Report

Period Ending November 30

INCOME STATEMENT

REVENUES (Cash Receipts)

Dues		\$	138.25		
Meeting Fees		\$	-		
Conference/Seminars		\$	-		
Special Project		\$	-		
Interest		\$	-		
Advertising	(Unrelated Business)	\$	-		
Sale of Products *	(Unrelated Business)	\$	-		
Sale of Services	(Unrelated Business)	\$	-		
Other		\$	-		
				REVENUE (Total Receipts)	\$ 138.25

EXPENSES (Cash Disbursements)

MEETINGS:	Lunch/Dinner	\$	-		
	Speaker Gifts	\$	-		
	Other	\$	-		
CONF/SEMINAR:	Meals/Breaks	\$	-		
	Speaker Expenses	\$	-		
	Books & Materials	\$	-		
	Other	\$	-		
NEWSLETTER:	Printing	\$	-		
	Postage & Mailing	\$	-		
	Other	\$	-		
TRAVEL:	Officers	\$	-		
	Other	\$	-		
Publicity		\$	-		
Special Project		\$	-		
Administrative		\$	-		
Scholarship		\$	-		
Bank Fees		\$	-		
Web Hosting		\$	-		
Other		\$	-		
				EXPENSES (Total Disbursements)	\$ -

NET INCOME (Excess Receipts over Disbursements) → **\$138.25**

PREVIOUS MONTH/YEAR CASH BALANCE - Total Assets from Previous Month/Year → **\$16,735.31**

NEW CASH BALANCE - Previous Month/Year Cash Balance plus Net Income → **\$16,873.56**

Total Assets as of November 30/ Bank Balance

	Savings	\$100.00		
	Checking	\$16,773.56		
	Other/CD	\$0.00		
	Deposit In Transit	\$0.00		
	(Outstanding Checks)	\$0.00		
NEW CASH BALANCE = Total Bank Balance		\$16,873.56		

MUST MATCH

* Does not generate UBIT if (1) includes an educational/information message on the product or (2) is accompanied by literature which describes the organization's programs and mission.

Chapter Treasurer (Print and Sign Name)

Date