



## ASSP Tarheel Chapter Leadership Meeting Minutes August 30, 2021

**Purpose:** As listed in Bylaws – To promote the advancement of the safety profession and development of members in our geographical area.

**Meeting Called By:** LaQuandra Bass, President

**Time:** 9:00 am

**Conference Call:** <https://us06web.zoom.us/j/89789095974?pwd=V25OcTZ4QmZTOTAzOVFDTlZnMkdMUT09>

### Requested Attendees

Scott Baranowski	X	Kelvin Davis	X	Hank Jones		Jared Robertson	X
LaQuandra Bass	X	Kevin Earp		Allison Kraus	x	Greg Santo	X
Robert Batista		Alex Eggleston	X	Jennifer Law		Joe Sgroi	
Dan Collins	X	Lesia Franzen	X	Julian Mercer	X	Jason Sisk	X
David Consider	X	Vernon Furr	X	Allan Oracion		Kara Van Blarcum	X
Craig Cupil		Drena Howard	X	Robert Perez	X	Heather White	X

Topic	Presenter	Notes
<b>Call to Order/Welcome/ Role Call</b>	LaQuandra	9:00 AM
<b>President's Discussion</b> <ul style="list-style-type: none"> <li>Fall ROC report</li> <li>August meeting notes</li> <li>COMT update- 1,200 points</li> <li>Leadership Conference Oct 21-22</li> </ul>	LaQuandra	<ul style="list-style-type: none"> <li>Make updates to website (Julian Mercer listed at Region VI RVP)</li> <li>Discussed proposed change to the Delegate role to and advisory committee.</li> <li>Reviewed member feedback from August chapter meeting</li> <li>Chapter has 1,200 points out of 9,000 to date – good start</li> <li>Would like at least two members to attend the leadership conference. It will be virtual. Hope to send someone who is not currently in a leadership role.</li> <li>Will start new naming convention at Oct chapter meeting and will provide an additional 15 minutes for pre-meeting networking</li> <li>Sherwin Williams interested in being a future sponsor</li> </ul>
<b>Vice President's Update</b> <ul style="list-style-type: none"> <li></li> </ul>	Kara	<ul style="list-style-type: none"> <li>All Region VI Chapters achieved at least Silver</li> <li>We can have face to face meetings but must use a waiver</li> <li>Plan to wait until at least Jan 2022 to begin in person meetings and will provide virtual option.</li> </ul>
<b>Treasurer's Update</b> <ul style="list-style-type: none"> <li>Financial Update</li> </ul>	David	<ul style="list-style-type: none"> <li>No update</li> </ul>



<b>Secretary's Update</b>	Kelvin	<ul style="list-style-type: none"> <li>Notify Kelvin if you are not receiving the meeting agenda and minutes emails. Provide email address.</li> </ul>
<b>Committee Updates</b>		
<b>Program Chair</b> <ul style="list-style-type: none"> <li>Monthly chapter meeting update</li> </ul>	Jared	<ul style="list-style-type: none"> <li>Sept- Collaboration with the NC Chapter</li> <li>Oct- Chris Butts presenting the Role of Fire Safety in Risk Management</li> <li>Nov- Corey Arledge, Lessons Learned from an Electrical Contractor</li> <li>Dec- Diana Stegall, former ASSP President- topic coming soon</li> <li>Jan- Paul Sullivan presenting Annual OSHA Updates</li> <li>Feb- BISE will secure the speaker (Black History Month). Possibly held at UNCC. Details coming soon</li> <li>March- WISE will secure the speaker (Women's History Month). Details coming soon</li> <li>April-</li> <li>May- Open</li> <li>June- Chapter review/ Member appreciation- no speaker needed</li> <li>Discussed future CEUs and chapter level submission process</li> <li>Discussed implementing a process to notify members of names via an email communication prior submitting CEUs</li> </ul>
<b>Chapter Communications/ Public Relations</b> <ul style="list-style-type: none"> <li>Distribute meeting notices 3-4 weeks prior to the meeting date</li> </ul>	Alex, Allan, Drena	<ul style="list-style-type: none"> <li>The PR team will communicate to the members/update website the joint chapter meeting with the NC Chapter on the second Thursday (September 9) ASAP to avoid confusion.</li> </ul>
<b>WISE</b>	Jennifer & Lesia	March WISE speaker meeting. The topic should be a technical topic Jared.
<b>BISE</b> <ul style="list-style-type: none"> <li>Host at least one BISE event (webinar, social gathering)</li> </ul>	Craig	<ul style="list-style-type: none"> <li>No update</li> </ul>
<b>Emerging Professionals</b> <ul style="list-style-type: none"> <li>Schedule one chapter meeting at UNCC with content relevant to emerging professionals</li> <li>Host at least one EP event (webinar, social gathering)</li> </ul>	Vacant	<ul style="list-style-type: none"> <li>This role is open. Notify the Executive Committee of anyone that might have interest.</li> <li>Working with Dr. Benjamin at UNCC. Have at least four students interested in being officers and hope to have a student section chapter up and running this year.</li> <li>Craig to follow up</li> </ul>
<b>HSP</b> <ul style="list-style-type: none"> <li>Host at least one HSP event (webinar, social gathering)</li> </ul>	Robert	<ul style="list-style-type: none"> <li>Robert introduced himself</li> <li>Working on outreach with Hispanic community</li> <li>Contacting group that provides free safety training to small subcontractors</li> </ul>
<b>Social Media</b> <ul style="list-style-type: none"> <li>Use social media to connect with members- discussion topics, polls</li> <li>Post job opportunities</li> </ul>	Vernon	<ul style="list-style-type: none"> <li>Discussed adding not only job postings but also member recognition for any awards received</li> <li>Drive engagement by adding monthly poll questions and other information on social media to drive traffic to our sites.</li> </ul>



<ul style="list-style-type: none"> <li>• Post member achievements</li> </ul>		
<b>Foundation Liaison</b> <ul style="list-style-type: none"> <li>• Updates</li> </ul>	Scott	<ul style="list-style-type: none"> <li>• No update</li> </ul>
<b>Governmental Affairs</b> <ul style="list-style-type: none"> <li>• Updates</li> </ul>	Scott	<ul style="list-style-type: none"> <li>• Scott discussed article around efforts around using AI to develop technology around eye safety from computer use</li> <li>• As of Aug 13, OSHA provide guidance on its website (based on CDC guidance) around COVID-19 vaccinations for workers.</li> </ul>
<b>Membership</b> <ul style="list-style-type: none"> <li>• Advertise Member-Get-A-Member campaign</li> <li>• Send out annual member survey</li> <li>• Send out after meeting evaluation</li> <li>• Schedule 2 New Member Happy Hours</li> <li>• Welcome new members with an email</li> </ul>	Allison	<ul style="list-style-type: none"> <li>• 3 new members joint the chapter, and 3 members left the chapter this past month</li> <li>• Total membership is 324</li> <li>• Recent membership survey results were generally favorable</li> </ul>
<b>Professional Development</b> <ul style="list-style-type: none"> <li>• Continue certification study group</li> </ul>	Kevin	<ul style="list-style-type: none"> <li>• No update</li> </ul>
<b>Awards &amp; Honors</b> <ul style="list-style-type: none"> <li>• Acknowledge Long Service Award</li> </ul>	Vacant	<ul style="list-style-type: none"> <li>• Heather will provide support as needed.</li> </ul>
<b>Construction Roundtable</b> <ul style="list-style-type: none"> <li>• Summary of previous meeting</li> <li>• Upcoming meeting</li> </ul>	Jason	<ul style="list-style-type: none"> <li>• The September roundtable will be pushed to Oct. 1</li> <li>• A speaker has been secured for the Nov. meeting.</li> </ul>
<b>Nominations &amp; Elections</b> <ul style="list-style-type: none"> <li>• Nominations &amp; elections committee formed prior to 12/1</li> <li>• Submit Regional SPY nomination by 2/1</li> </ul>	Heather	<ul style="list-style-type: none"> <li>• Heather will tap members to help form this committee by 12/1.</li> </ul>
<b>Delegate Update</b> <ul style="list-style-type: none"> <li>• Update</li> </ul>	Greg/ Heather	<ul style="list-style-type: none"> <li>• Meeting with Society set for Sept. 28 to discuss the streamlining change under consideration for the current roll and responsibilities of the Delegate.</li> <li>• Moving to a volunteer advisory committee is being considered. Will update when decision is made.</li> </ul>
<b>Website</b> <ul style="list-style-type: none"> <li>• Quarterly review of website</li> <li>• Remove website items over 1 year old</li> </ul>	Dan	<ul style="list-style-type: none"> <li>• Notify Dan of any need website updates</li> </ul>
<b>Closing Remarks</b>	LaQuandra	<ul style="list-style-type: none"> <li>• 9:52 AM adjourned</li> </ul>
<b>Action Item for September Meeting:</b> <ul style="list-style-type: none"> <li>• Contact Robin at NC Chapter to get the Teams meeting link for September 9<sup>th</sup> joint chapter meeting. - LaQuandra</li> <li>• Update website (Julian no longer RVP) - Dan</li> <li>• Follow up with Sherwin Williams – potential sponsor - Jared</li> <li>• Follow up on potential change to submission of CEUs from chapter level - LaQuandra</li> </ul>		



- Follow up on if WISE Silver award has been officially conferred - LaQuandra