Region VII ROC – Day 1

Establishment of quorum - JZ determined we have a quorum. Delegates from 19 of 22 chapters present (East TN absent, later called in on phone). West Michigan and West Tennessee were not represented.

Selection of Deputy RVP

Election held. Two nominations Brad Weber (Southwestern OH) Chet Brandon (Cent IN). A vote was held and Chet Brandon was the winner. Chet accepted the role.

Review of ARVP Roles

Jonathan Z. reviewed the work of the ARVPs: Communication, Professional Affairs/Development, and Student Affairs.

Communication - Vince Plank was selected as ARVP for Communication. No other volunteers

Professional Affairs – No volunteers. JZ may appoint someone later Dan T. Selena and James have volunteered to be on the committee for this function. JZ appointed them to the committee.

Student Affairs – Matt Summers, Angie Vance and Zach Lemasters volunteered. JZ selected ZL to lead a team of 3 for the subject.

Nominations/Elections Committee

Need to appoint this committee. Brad W. appointed to lead this committee. 2 other members needed to make a committee of 3. John Hewitt, Dan Turzillo, Terry O’Grady volunteer for team and were accepted.

South Area Director needs selected. Committee to select will be led by Brad Weber.

Region VII Finance Report

Martin Currie will continue on as ARVP of Finance for the Region.

Follow up on the award from ASSE from our 2nd place finish in the Safety Matters Campaign. Ensure we were paid and how much. Update on this item from society: $8,029 received from Society to be used on scholarship or professional education for members in the region. Tara F. was working on plan for use of these funds. Jonathan Z. to follow up with Tara and report to ROC Members. The intention is to approve the funding utilization plan in the Spring ROC.
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Current account balance $9727.52. Motion to accept finance report made by Mike K. and 2nd by Dan T. Vote taken and passed.

Chapter Reports

Group asked to have abbreviated reports presented on screen for the next ROC. Must submit reports ahead of meeting to JZ. Hold all reports to 5 minute presentation. Angie V. suggested that create a standard form for this. COMT report as a guide.

Terry O. Greater Calumet - Tech Bus meetings, conference Successes: working with students at Purdue Weaknesses: Retain Chapter Pres and BOD members. Future Goals: Welcome letter new members, Plan meetings. Discussion:

Matt S. Louisville Chap – 12 students to leadership, held fall ROC, Held meetings, Fin Audit-no find, held PDC. Hosted tour of Jim Beam. Successes: attention to detail, experienced officers. Weaknesses: Succession planning, Planned Activities: Review bylaws, plan meeting; Tour Omni Hotel Construction site. JZ reminded group to keep their websites up to included interesting tours like this. Could also create a twitter of Facebook site for Reg VII. Vince P. to investigate.

John H. Michiana Chap – attended HOD, social networking event with potential members (help meet goal for new members), Bus meetings with succession planning, published newsletters, did fin aud-no find. Successes: strong leadership team recruited and retained (communicated need personally and they came on board). Weaknesses: website updates (have new social media chair), membership participation (same people attend each month).

Daniel T. Anthony Wayne Chap – Member involvement promotion (growing membership, added officers at large), increased involvement with healthcare safety pros. Successes: good monthly meetings (topics and attendance up to 80 people, avg 35). Weakness: succession planning. Establish student section as a goal. Planned activities: Partnership with local SHRM, VPP tour at NuCor. Discussion: Invite non-members and members to month meeting. Charge $20 a meeting for all attendees accept speakers.

Brian C. Northern OH – Annual scholarship golf outing conducted, scholarship is now self-supporting, Successes: working with IH, Occ Nurses and Surrounding chapters. Weaknesses: Far east and west members hard to engage (move mtgs but poorly attended, may establish east and west sections). Discussion: Have meetings at Cedar Point that draws a good attendance. Do work with the Finley Student Section.

Aaron Greater Detroit – Working with Finley student section, tech meetings on track, Collaborate with MIOSHA Eng Soc of Detroit. Weaknesses: newsletter (position not filled, redundant with website), ASP/CSP in Nov, Sending students to Leadership conf. Discussion: Suggestion to replace newsletter with website/social media. Young professionals program is a best practice – Jonathan Z. asked to get a copy for sharing and review by Student ARVP group. Did internal
financial audit -no issues. Brad W. suggested financial audit be conducted by near-by chapter personnel.

ASSE Board Update – Ken Wengert, Director At Large

Strategic initiatives – Advocacy, Education, Standards, Member Community

Advocacy – Title protection, OSHA regulations, scope of Safety Pro, Government Affairs

Education – Students, PDC, continuing ed for safe pros, on line courses

Standards – ASSE is the sponsor or involved in teams for many HSE Standards. 45000 is an example.

Member Community – How get more engagement from members in society activities.

HOD

Name change – American Society of Safety Professionals (ASSP) adopted by the members. Logo design stays the same with only the E replaced with the P. 74% of member votes were for name change. Becomes effective in June of 2018 after the HOD. Do not make change in name or logo until then. Society is working to better control standardization of logo and name. ASSE will foot legal fillings and fees for name change at national level. ASSE will put out a template package in the late fall. ASSE Society is working on options to replace physical items. ASSE Society is working on creating and sharing a Communities logo template.

Questions

Explain the governance changes and why you are here (Brad W.)? – BOD reconstituted with 7 members, At Large member (Rand McNally) has brought an outside perspective to BOD. Ken is here to communicate from the BOD to us and to stay connected himself to chapter operations. All BOD members are to make these visits. 2 Director at Large position open next election cycle.

How do we stay informed on these issues (Brad Weber) – Read Society Updates (email & website) and talk with elected leaders.

What does Society do to show value of membership to nonmembers (Jeremy Stockwell)? – More opportunity to better market advantages of networking, PDC, PS Magazine but must find ways to drive engagement. Working to find ways to engage the hundreds or thousands of people with safety accountability that aren’t members. Working to determine how far do we expand our inclusion efforts (ex: HR?, Occ Nurses?)
Regional Chapter Recognition Challenge – This is a contest to recognize the region with the highest level of chaps achieving gold level chapter recognition or higher. COMT must be submitted by June 30 or it’s a non-submit and the region is penalized. The winning region will get funding up to $1,200 for 2 members to attend the leadership conference, honorable mention gets 1. Bronze is a -.5 pts, -1 pts for non-filing, 1 point for gold, 2 pts for Platinum.

Update on NE Tennessee Dissolution – Last ROC NE TN asked to be dissolved and ROC approved. CORA approved in June. ASSE BOD will vote on in Dec. Expected to pass. NE TN members (63 members) will go to East TN Chap (voted on and approved by ROC in spring meeting). The several Reg VII ROC members expressed concern at the geographic size of the E TN Chapter after NE is absorbed. Jonathan Z. stated this will be discuss at the next ROC: look at TN and how chapter districts are laid out and determine if changes are needed after NE TN dissolution.

Updating Bylaws – Will get clarification from ASSE Lawyer on proper date of name change. In general for bylaws updates the required process is: 1) create draft and send to RVP and Society for review for best practices and pre-approval, 2) Next Area Dir and RVP signs off, 3) The membership must vote on changes (in person meeting or on-line ballot). Arielle S. reminded the group of the on-line bylaw tool on the Officer Central page of ASSE.com.

Chapter Updates

Chet Brandon Central IN Chap – Scholarship Golf outing held, Annual S&H Conference held in Sept of 2017 with increased attendance, Presidency passed from Christina Merriott to Chet Brandon, significant number of new Board members coming on, community charity donations increased in 2017. Weaknesses: Chapter meeting attendance is low, Chapter member interaction is low. Planned activities: 2018 S&H Conf, Golf Outing, increase membership, add another student section at Purdue.

Derek Whittinghill, Audubon Chap – Focusing on new speakers and meeting formats, are getting a decent turn out at current meetings (up to 40 members) (same meeting date/time, open conversation with members) but some topics are feeling stale, are having strong success with scholarship golf outing. Weaknesses: member involvement and demonstrating member benefits (are focusing on addressing). Working with Little Lambs nonprofit to donate for the install car seats for children. Also working with Keep Evansville Beautiful organization for community improvement activities. Jonathan Z. suggested chapters look at the brochures from other conferences and note any of their members who are speaking and get them to speak at a chapter meeting also. Jonathan Z. will put a table together with speakers from each chapter for last 2 years and distribute to ROC.

Mandy Lindsay, Middle TN Chap – Continuing Driver Ed program partnership with State of TN with good success, worked with Preston Taylor Ministries for youth to pay for students to go through drivers education courses to get drivers licenses, toys for tots. Weaknesses: Chap meeting
attendance, student involvement. Planned activities: Clay Pigeon Shoots for more scholarships, social networking event for members who attended 6 or more events—went to baseball game for free. Suggestion made to investigate Tennessee Tech H&S Program to get more involvement with students for Chap.

Randy Gray, Purchase Chap – Chapter is in a rebuilding phase, only 2 meetings last year, plan to improve in place, PDC ready to go in Oct, SHRM joint meeting planned. Have filled most chairs and BOD members. Are planning fundraising for scholarships starting next year. Planning to donate funds for comfort animals for PTSD victims. Considering using students to conduct a voluntary audit program with local employers. Have a plan for 10 chap meetings this year, some will be virtual for distant members.

Brad Weber, SW OH Chap – This year we are focused on giving back, sponsoring student to leadership conference, Strengths: E Board is stable but getting new personnel on it as well. Weaknesses: Lack of consistency in operations, Student section. Graters ice cream tour scheduled in Nov, putting a presentation topic together around career skills (resume building workshop) for the safety professional

COMT and Officer Central Review – Jonathan Zimmerman

Once COMT is submitted via the website, access is not possible for previous year. You should always print the PDF for COMT report for your records. The next reports are due on May 31, 2018. All Chap Presidents are encouraged to input information through the year and not wait until the end of the year. In particular, keep the chapter meetings record up to date. Be aware you will need to upload attendee lists. The COMT web page has a document with the list of points given for various activities available as a link. Chapter Presidents were sent emails with links and passwords for the 2017-2018 COMT by chapter services (search: chapterservices@asse.org) in mid-July.

Chapter presidents should become familiar with the requirements of the COMT to ensure they conduct activities through the year that maximize the activity score for the chapter. A chapter guidance document has been created to answer many questions about COMT scoring. The document has many ideas for activities to cover a wide range of chapter objectives. Stay focused primarily on conducting activities that has the most benefit to my chapter and its members, not on what gets me the most points in the COMT.
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August 24th and 25th, 2017

Region VII ROC – Day 2

Meeting called to order at 8:34 am by Jonathan Zimmerman.

Miscellaneous Items

Establishment of quorum - JZ determined we have a quorum.

Update on the Regional Chapter Recognition Challenge by Arielle Semmel - Our past performance in the 2016-2017 year: 2 platinum, 7 Gold, 10 silver, 2 bronze, 1 non-qualifying. This trend puts us in a good position to perform well in this campaign.

Leadership conference – Is in Rosement IL, Oct 12-14. The Region will have a dinner in the evening of the 13th. Meeting location is the Hyatt Regency O’Hare. Good food and entertainment options close by.

David Marquet, author of *Turn the Ship Around*, is the keynote speakers speaking on leadership development. Calumet Chap has a Silica conference scheduled immediately following the leadership conference. The conference will again collect donated items for homeless veterans (food and clothing). Please consider bringing donations with you.

Spring ROC – Will be hosted by Chattanooga Chapter. Jonathan Z. asked if current format is effective or if others should be considered such as virtual. John Hewitt commented that in-person allowed his chapter to recover and that the face to face contact is of great value. He stated the virtual meetings suffer from interruptions issues with attendees on webinar in their office.

Jeff G. commented on the difficulty of participating via webinar/call – can’t maintain attention. Kent P. commented face to face is best, call in should be maintained as a secondary option. Less financially stable Chaps have expressed concern on costs of travel to ROCs. Jonathan Z. reminded the group that we could use the Society Survey Monkey tool to get opinions on this and other topics.

Jonathan Z. stated can also use drop box to share docs and collaborate. Angie V. commented Google forms is another option. Jonathan Z. asked if the group good with continuing with the current meeting format. E TN Chapter (on phone) stated they would like to see the call in be maintained as an option. The group agreed that the current format would be continued. The Fall 2018 ROC will be held by the Michiana Chapter. The group discussed meeting dates for the 2018 Spring ROC. Early to mid-March is bad because of the OH and IN H&S Conferences scheduled at those times. Easter is April 1st. Suggestion made to hold it April 19 and 20th. The group agreed to these dates.

Monthly ROC Calls – Jonathan Z. asked ADs to discuss changing the monthly call format.

Chapter Boundary lines – John H. asked Arielle S. how Chap Presidents can get a map of their boundaries. Arielle stated we should email the request to her and she will send a map to us.

Networking Among ROC Members – Brad W. asked that we publish a contact list for all attendees at the Fall ROC. JZ agreed this would be provided.
Jeremy S. asked if vendors can sponsor meetings? – Arielle stated that they could, just be sure to state ASSE is not endorsing their products and services. Content must be more education than commercial. Be are of tax implications (annual chapter tax filing) of accepting money for advertising.

Chapter Reports

Zack Lemasters, WV Chap – Last year was first year to give scholarship (ASSE Foundation) (MU Student), Both MU and WVU has 1 day conferences the chap supported, completed fin audit, go new Treasurer for Chap, Incoming Pres had to step down due to health (Zach back in Pres role again). Planned activities: create scholarship funding opportunities.

Tara Amenson, Central OH – Published electronic newsletters, hosted golf outing for scholarship, conducted 3 Tech and Bus meetings, planned next year’s meeting location and speakers, have maintained and updated website, new social media chair, updating bylaws. Strengths: Chap meeting planning, Outlook email announcements to predict attendance. Weakness: Intermittent low chap meeting attendance (inconsistent due to distance). Planned: Sending folks to leadership conf.

Kent P, McKinnley Chap – Made it to Gold Chap in 2016-2017, increased membership by 15%, had joint meeting with OSHA with good attendance, Allowing BOD members to serve two years if they want, had social picnic with good attendance, all reports submitted on time. Strengths: website use is up. Weaknesses: Same few people do most of the work (is improving). Planned: looking to create funding activities for scholarships and BOD travel to ROCs and Conferences – considering a Corn-Hole Tournament, doing a second Active Shooter class, tech meetings are scheduled for first quarter. Jeff G. asked how the two year terms work with the bylaws stating 1 year, nominate and vote in each year.

Jeff Gray, Mid-Michigan Chap – Name change is complete (changed from Lansing Chap due to changing demographics), geographic size if chap creates attendance issues for the outlying members (worst case 8 hr drive), had a technical meeting with HR focus (and speaker), have started using team speakers for chapter meetings, co-hosted booth at Michigan Safety Conference with other MI chaps and had joint meeting with them in the evening. Have had a drop in participation but new leaders found. Weaknesses: not much income to support travel for leadership conference (working on better budgeting and fund raising).

Jeremy Stockwell, Kitty Hawk Chap – 7 technical meetings, new Membership committee chair, published newsletters (email), hosted a booth at Wright State Tech Fest (driving simulator), Hosted an evening networking event that was very successful (had vendors exhibit also), reactivated local WISE group, new social media chair appointed (Instagram, twitter...). Strengths: Good variety of tech meeting topics. Weakness: Chap is geographically spread out which effects attendance, Dayton is the core group. Planned: 7 tech meeting scheduled, continue monthly newsletter, strengthen Wright State student chapter, looking to partner with other chaps in OH to do events for education and networking.
Tom Bayer, Chattanooga Chap – VP and Delegate roles have been filled, added new chair positions (social Media). Planned: planning for Spring ROC has started.

Danita Attaway, NW Tennessee Chap – Officers learning roles, doing tech meetings, planning 1 day conference with CEUs, focusing on VPP facility tours, joint meetings with SHRM, end of year social (well attended),

Doug Spoerre, West Tennessee Chap – Membership is stable (growing slightly), 20—25 attendees at meetings, fin are stable, working on Feb PDC at Fed Ex Institute, Elections held first meeting of Fall semester.

Area Director Group Breakout Meetings

The area directors met with the representatives from the chapters they are responsible for. JZ asked each AD to send him and Chet Brandon the notes they took form these group meetings.

Meeting Wrap Up

Future Leaders Conference – Nov 7-8 in Lombard, IL. Registration deadline is Sept 7.

Tell your Story in Society Update – Share successes in Society Update (contact Cathy Baker at cbaker@asse.org).

Ultimate Safety Standards Palooza – Webinar Sept 27. Aug 25 is last day of registration.

Seminar Fest – Las Vegas, February 1-8.

Safety 2018 – HOD is June 2, PDC is 3-5 of June in San Antonio TX. Delegates must be at the June 2 meeting.

2018 Nominations – open positions are posted on the website. Nomination Packet is due Sept 5th.

Nominations and Elections Process – Submit committee through COMT in December

Change in Chap Dues – Chapter Requests for dues change is due March 1.

Key COMT Dates – May 31: financial reports, chapter leadership form. June 30 COMT submission due.

Safety Professional of the Year for Reg VII – James Stokes volunteered to lead this activity.

Discussion and reminders

Likes and Dislikes:

- Likes: networking opportunity, No Dislikes
- Likes: Establish contact with ADs and their chapter
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- Likes: Great facility! Close to hotel!
- Seeing old friends and meeting new ones. Great job for host chaps. No dislikes
- Likes: networking and idea exchange.
- Likes: getting to know AD groups. Great location and hotel.
- Likes: facilities were great, split chapter reports.
- Likes: Great venue, well organized, networking, No Dislikes.
- Likes: Great opportunity to meet people. No Dislikes.
- Likes: Great learning and idea exchange. No D
- Likes: Liking the way the ADs position is developing. Dislike: need to continue to evolve Chap reports to minimize time and max assistance.
- Likes: Hotel being close, meeting people, and ideas to take back. No Dislikes
- Likes: facility is great, networking is critical and went well. Dislike: Chap reports are redundant should focus on good points.
- Likes: Ideas generated, sharing of speakers, social activity and time together to talk.
- Likes: Great ROC. No Dislikes.
- Likes: Seeing old colleagues and meeting new. No dislikes.
- Likes: Bring VPs and President Elects to this for continuity.
- Likes: Learned much from chapter reports (did not feel to redundant), Networking event was helpful for networking.
- Likes: Another great ROC, networking is the most important part of meeting. No dislikes.
- Likes: Always find a well-run ROC energizing, provide contact list for further networking.
- Likes: (Arielle) thanks for having me. Many good ideas shared and I have a list to take back and work on.
- Likes: Face to face is great, great to see new faces. Looking forward to working with the new RVP and other ADs. No dislikes.
- Likes: Great learning experience, looking forward to meeting more of you and learning more about the process.

Jonathan Z. – Thanks everyone for coming and for the work you do for your chapters. Please use your ADs to help your chapters. I am available for assistance and questions also. The ASSE Leadership council meets virtually each month with 3 face to face meetings.

Matt Summers: Motion to Adjourn, Seconded by Chet Brandon, motion carries.

Meeting adjourned at 11:53.
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