Region VII ROC – Day 1 (Thursday, May 2)

Meeting called to order at 1:09pm by Jonathan Zimmerman (JZ). Attendees introduced themselves. Received meeting/facility instructions from Brad Weber.

Establishment of Quorum

JZ determined we have a quorum. Delegates from 17 of 22 chapters present (see attached attendance sheet for details). Missing chapters: Greater Detroit, Greater WV, Purchase Area, NW. Tenn and W. Tenn. No chapters attended by phone on May 2.

Review and approve the ROC Agenda

Agenda approved by the group.

Approval of the Meeting Minutes from last ROC Meeting

Corrections: None. John Hewitt, Motion to approve the minutes, 2nd by Matt Summers. Motion approved via vote.

Appointment of Time Keeper & Parliamentarian

Angie appointed as Parliamentarian. Brad Weber as Time Keeper.

ARVP of Finance Update – Martin Currie

Current regional checking account balance $11,306.16 vs. $10,141.93 in Aug. We receive an average of $2,500 annually from Society. Our funding from Society has been going down each year but our expenses have been low. Martin C. will get a check to John H. for the expenses up to $1,000 from the Fall 2018.

Martin will lead the team to discuss increasing the amount of funding hosting chapters receive as reimbursement and provide a report with recommendation at the Fall ROC.

ARVP Reports

- Communication – Vince Plank – Send Vince new officers from the May elections for the Reg 7 website.

- Student Affairs\Young Professionals – Volunteers: Doug Hayes, Zach L, Angie V. Adding Brad
Weber. JZ asked that Zach and team look at funding a Region VII leadership conference for students in the Region. Report to be given by team in an upcoming conference call for consideration in the Fall ROC. Other regions have done and received funding from CORA. Get an example proposal from another region (Region 2) for review by team. Will benefit the chapters also by enhancing the leadership pipeline. Could we hold this event during an existing conference such as Ohio BWC Conference or Indiana state conferences?

- **Professional Affairs and/or Professional Development** – No report.

- **Nominations and Elections Committee** – Brad Weber. No current activity. The committee needs to be re-staffed in the Fall ROC.

- **Deputy RVP** – Chet Brandon. No activity other than generation of the minutes from the last ROC. A new DRVP will need to be chosen at the Fall ROC.

**New Business**

- Brad W. brought up the incident where he received an email from a speaker stating he was an active member of the Central FL chapter. After investigation it was determined he was a member but not actively involved. Brad suggested all chapters develop a selection method that includes a background check.

- Brad W. also brought up that the Region VII website is not up to date with current officers. South and Central Tenn Chapters are mixed up. It is not effective as a recruiting tool for regional leadership. Suggestion made that Area Directors be charged with checking chapter and Reg VII websites for updates and accuracy. All chapter presidents to check that they have a webmaster and are sending updates to Society and Vince Plank for the Region VII website. Publish contact info for Society web resources in these minutes. The COMT includes a question on website updates. Make sure you are doing the updates and answering the question honestly in June. The Websites are a component of members experience is yours a good experience.

- Pat McCon-N Ohio brought up the Division of the Maumee chapter members at shutdown needs to be reconsidered. The Detroit and N Ohio Chapters are noting that attendance is poor from the Findley and Toledo areas. JZ asked for a motion to “create a committee together to evaluate the NW Ohio area chapter affiliations to improve member representation and participation”, so moved by John Hewitt, 2nd by James Stokes, approved by vote. JZ volunteered to assemble and lead the review committee and report back in the Fall ROC. Include the chapters of: McKinley, Greater Detroit, N Ohio, Kitty Hawk, Mid-Michigan and Anthony Wayne in the discussion.
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Chapter Updates  

**SW Ohio/Brad Webber** – Donated meal at Ronald McDonald house, hosted May ROC, members appreciation, Aug strategic plan will be created, 6 technical meetings Jan-Oct. November will have a social event, new NL editor volunteer.  

Strengths: A nucleus of committed members.  
Weaknesses: E-Board commitment/performance.  

**East TN/Lance Greene** – Did an ASSP Risk Management seminar in Feb, meeting with TOSHA well attended, joint PDC with local AHIA Chapter with 75 attendees in March, meetings planned out through December.  

Strengths: Many quality meeting locations, high caliber of professionals,  
Weaknesses: consistently having regular meetings, low participation in chapter meetings, executive level volunteers (officers).  

Planned: Have resources to begin giving and annual scholarship, more plant tours as chapter meetings.  

**Anthony Wayne/Dan Turzillo** – Continuing meetings at Parkview Stadium with lunch, Meeting topics attorney discussed legal issues with IOSHA, IOSHA update well attended, NuCor spoke about the VPP program and how to achieve it, a tour of the Fort Wayne Children’s Zoo was conducted, Membership Appreciation/Social Meeting at the DeBrand Chocolate, getting 20-40 members at the meetings, recognized the 25 and 30 year members, recognize all vets at meeting.  

Strengths: Large meeting attendance continues (subjects, venue are drawls).  
Weaknesses: Turnover in officers between terms-too busy to fulfill the position.  

**Louisville/Matt Summers** – EKU Student section running well with 9 members, joint meeting with AIHA chapter in area, 6 month technical meetings: Emergency Preparedness and response Fall protection example topics, 6 EBoard meetings, 2 newsletters published, surveyed members for best day/time for chapter meetings with good feedback. Treasurer of 25 years is retiring.  

Strengths: Strong experience among current officers, follow through of chapter leadership, community service activities such as Louisville Children’s Hospital toy drive.  
Weaknesses: Communication and Officer turnover  

Planned: Considering Family Day-activities for chapter member officers family members, new soccer stadium tour, tour of new Metropolitan Sewer District Storm water catch basin tunnel.
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Northern Ohio/Pat McCon – Partnered with BWC to conducted PDC on trenching and shoring with about 150 attendees, rotating meetings around their territory (Sandusky-Cleveland-Youngstown) with about 15 attendees (again partnered with BWC), using Pay-Pal with good acceptance from members, have a full slate of officers for election, have a few members participating in Society level activities, Spring scholarship golf outing ,

Strengths: Meeting planning, member interest in chapter leadership, chapter webmaster performing very well, Strong Executive committee, communications: weekly e-blast

Weaknesses: Avoiding conflicts with other related groups resulting in low attendance, not many construction related members or training topics.

Planned: Prevention through design training later this year,

Michiana/John Hewitt – Have conducting technical 4 business meetings, 8 tech meetings, succession planning meeting, did membership survey, working to get set up with pay Pal on chapter website.

Strengths: Leadership team on Board

Weaknesses: Website-lost webmaster.

Planned: Collaborating with local chambers on starting a PDC, sending 2 to leadership conference, sending 2 to HOD, certification prep class planned for fall.

Other- Suggested that the Chapters purchase Cubes for electronic payment.

Chattanooga/John Barlew – 6 technical meetings, working on achieving Gold Status again, offering attendee certificates (well received), shortened chapter meetings after feedback from members, have begun to publish newsletters. Using VINMO for taking electronic payments without fees.

Strengths: Good participation from younger OSH pros, level of speakers is strong

Weaknesses: Membership participation has stagnated.

Planned: Awarding CEUs for chapter meetings, improving use of technology for communications, will partner with E TN chapter to conduct a chapter meeting technical tour in the fall.

Regional Leadership Development Grants from Safety Pays Contest

June 15, 2019 applications are due for Regional grant for the Leadership Conference up to two $1,000 and up to two $500 for Future Safety Leaders. JZ will send out the application process after the ROC. Smaller, less well funded chapters will be given preference.
2019 ASSP Annual Leadership Conference

The 2019 Leadership conference will take place October 10 – 12, 2019 at the Hyatt Regency O’Hare in Rosemont, IL. More information to be published at: https://www.assp.org/education/conferences/leadership-conference

Future Leaders Safety Conference

The 2019 Future Safety Leaders Conference will be held November 7-8, 2019 at the Chicago Marriott Oak Brook in Oak Brook, IL. More info at: https://www.assp.org/education/conferences/future-safety-leaders-conference

This conference is an annual two-day event where practicing safety professionals educate, develop and mentor a select group of ASSP student members, helping them kick start their careers and transition from student life to employment in the occupational safety and health (OSH) field.

Next ROC Locations/Schedule – Fall 2019

Fall 2019 – Mid-Michigan Chapter has volunteered to host. Tuesday August 13th through Thursday the 15th, 2019. Details to follow.

Spring 2020 – Greater West Virginia has volunteered to host.

Fall 2020 – Northern Ohio has volunteered to host.

Recap/Close Day 1

The group reviewed the start time for tomorrow: Meeting starts in the morning at 8:30 am (bus leaves at 7:45 am). Breakfast is provided in the meeting room.

Meeting Adjourned at 4:28 pm.

Social Activity

5:15pm tour of the Rhinegeist Brewery.

8:00pm Return to hotel for Food, Fun and Karaoke with Brad Weber!
Region VII ROC – Day 2 (Friday, May 3, 2019)

Meeting called to order at 8:43 am by Jonathan Zimmerman (JZ).

Establish Quorum – Chet Brandon

Chet Brandon determined a quorum with 20 of 22 chapters where represented. Chapters present telephonically: Greater Detroit, Greater WV and Purchase Area. Absent Chapters: NW. Tenn and W. Tenn. (see attached attendance sheet for details).

Society Update – Deb Roy

Four focus areas at Society: Members Community, Education, Standards, and Value of the Professions. Much focus on getting members more involved. Have added Diversity and Inclusion as a component. The four strategic priorities helps the staff focus on what is strategically important. JZ will send out a PDF of Deb Roy’s slides. 12 broad categories of participation that having varying lengths and levels of commitment. We have about 2,000 ASSP members volunteering as leaders for the Society/Chapters and two-thirds are male. This is changing in the general societies around the world and ASSP must keep pace. Diverse and inclusive participation in volunteer leadership creates value to the organization and the volunteers receive value for themselves. Changing demographics of society are driving the need for improved diversity and inclusion in organizations like ASSP.

Critical to the future of the Society is developing a more diverse leadership team at both the Chapter and Society levels. We need diversity of thought as well as diversity of physical appearance. Improve the awareness of opportunities to get involved and the options around utilizing members with limited time to invest in ASSP. Without inclusion diversity can’t exist. Influencing change: Inclusive leaders, Authenticity, Sponsorship, Clear path. Deb discussed each of these topics (see the attached slides). Asking people to do things (get involved) is important to gain there initial involvement. Then they must be sponsored by senior leaders.

Deb highlighted the webpage for the leadership connection form on the website: https://www.assp.org/membership/volunteer-leadership/leadership-connection

Miscellaneous Updates – Johnathan Z

- All should be signed up and utilizing the ASSP Communities website. Can get feedback for Chapter Presidents y posting on the site and becoming a members of the Chapter & Operations hidden group. Take part in the contests and special activities.
- All should attend Safety 2019 (June 9-12) if possible. Send Chet your presentation date/time/location for sharing with the Region VII team. Caucus (9:00am) and HOD (12:00) on Sunday morning, all delegates should attend.
- Professional Development Scholarship funding activity: Bash in the Bayou, June 11 New Orleans. All are encouraged to attend. Still opportunities for sponsorship by members companies.
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- All are encouraged to make use of the community leader resources page: https://www.assp.org/community-leader-resources
- Look to submit stories from the Communities in PS Society Update section. Submit to societyupdate@assp.org.
- Can access on-line training (webinars) for chapter meetings.
- See attachment for key dates for chapter submissions. Key dates: May 31 Annual financial reports and leadership form due, June 30 Entire COMT is due, Aug 15 Annual Operations Plan due.

Government Affairs Update-Barry Spurlock

Discussed the current activities of the Government Affairs Committee. One highlight is the Protecting America’s Workers Act (PAW) under consideration in congress which ASSP has formally supported. Proposal to add a “Knowing” level for Federal OSHA citations. ASSP is an apolitical organization meaning it does not take position based on party alliances.

Barry explained the work of the GAC and the personnel involved. He asks all Chapter Presidents to become familiar with the GAC and to encourage their members to get involved in local government affairs. All chapters should have a government affairs chair on their Board. The GA Chair would be an excellent starter position for newly involved members. Barry shared some links to the Society website that will assist the chapters in dealing with governmental affairs issues (Government Affairs approval process in the GA Tool Kit). Chapters should not determine position statements for GA issues without working through the GAC: https://www.assp.org/advocacy/government-affairs
Chapter Updates

Central Indiana/Jeff Fox – 7 Technical meetings (avg 25 attendees), published 5 newsletters, conducted the 2019 IN Safety and Health Conf & Expo (over 1,000 attendees and record revenue), maintained membership above 500. Partnership with BCSP gong well, donated $2,500 research summit. Added 2 CIASSP Board Members to Kids Chance of Indiana. Started two ne committees: Young professionals and WISE for CI.

Strengths: Board Experience, Partnership with Indiana Chamber of Commerce,

Weaknesses: Member participation of members in other activities besides the annual conference, younger member involvement and participation.

Planned Activities: 2019 Conference, addition of Student section at Purdue, high school senior scholarship for OHS college majors.

McKinley/George Shay – Created active shooter program together with local law enforcement, conducting meetings, had a family picnic for family members of chapter members, technical tour of the Goodyear airship and hanger, benchmarked leading Region VII chapters and noted all had past Presidents listed on website.

Strengths: Not discussed.

Weaknesses: Not discussed.

Planned Activities: Not Discussed.

West Michigan/Brian Oczepek – (Note: Chapter representative not present, North Area Director gave comments.) Held golf outing at better course and made $1,000, publishing newsletters each month, technical meeting held, partnering with Grand Valley State U for them to achieve ABET accreditation, received leadership expense grant from Reg VII for one chapter member.

Strengths: Meeting attendance, working with local university

Weaknesses: Having trouble getting new members on chap BOD, hard to get E-Board together, conflicting meeting times between working members and students for chap meetings.

Central Ohio/Tom Huegal – 2 social events: golf outing and holiday social with local chapter of International Haz Mat Mgrs, speaker schedule created 2018-2019.

Strengths: Student outreach.

Weaknesses: membership participation in chapter meetings.

Planned: Ohio U. students will present at a chapter meeting this fall.

Middle TN/Jimmie Tullis – Doing annual planning this month, Sept Tech tour of TN State Police, Oct received updated charter from Society, celebrated retirement of instructor at the drivers school 23570 total students have come through, Nov Insurance experience modification, Dec Join meeting with AIHA discussing Smart apps also the annual toy for tots collection, Jan national weather service, Feb traumatic
brain injury, March value of certifications, 24% increase in meeting attendance, nov had 1st annual clay shoot and was well attended, donated 60 child seats this year, 3 new Exec Com: University liaison, WISE chairperson, BISE chairperson

Strengths: Drivers school, donation of money to homeless shelter and to buy child seats,

Weaknesses: Golf scramble attendance down, support martin with University Liaison

Planned: TN Safety conference vendor booth and attendees, membership appreciation event being planned

Mid-Michigan/James Stokes – Are doing tech meetings, did a special LOTO/Arc Flash session in March with great attendance, participated in the state safety conference and conducted a training event with AIHIA Pres and ASSP Pres as speakers, financial review complete with no problems, did conference call with CIAASSP about online registration and payment options, membership up to 129 (17 new), surveyed members and getting good results back.

Strengths: partnership with state is strong, BOD members are stabile

Weaknesses: Need to improve website, more outreach and inclusion of the next generation in activities.

Planned: Will be conducting an OHST workshop in the Fall, Open house for ASSP aimed at business community to increase membership, combustible dust course planned for fall.

Calumet/Michelle Crider – Have had 6 technical meetings, working with IL OSHA to collaborate on a PDC.

Strengths: Interaction with students.

Weaknesses: Meeting attendance, open VP role currently, new officers

Kitty Hawk/Debbie Fisher – Awarded a Chapter SPY

Strengths: Some members are senior level HSE professionals and were involved in career development for other members, very diverse membership which includes union workers.

Weaknesses: Time management and completion of plans in a timely manner.

Planned: Membership drive planned, outreach activities planned,

Other: Mapping of members in large geographic chaps: look at note only where members live but also where work. Might find a good spot in the middle.

Central OH/Allen Bragg – Had 7 technical meetings including student section presentations, speaker on opioids and drug testing program changes, 2 social events, putting a list of contacts for other OH chapters in booth at BWC conference

Strength: Diverse experience of membership,

Weaknesses: Improving meeting attendance, using technology to connect with members,
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Planning: Golf outing for student chapter at OSU, annual planning.

Other: Send out info on planning and conducting gold outings to all chapters.

Louisville Chapter Bluegrass Section Formation – Barry Spurlock

Need to complete the application process to form this section. It has been stalled for several years. The application was previously approved by the ROC Motion to confirm ROC has approved this section and is now reaffirming the approval by Pat McCon, 2nd Brad Weber, approved by vote.

Continuation of Discussions on Active Shooter Preparedness

Due to time constraints this agenda item was not discussed. Brad Weber did provide the group with handout material on the subject.

Area Operating Committee Meetings (Introductions, expectations, sharing best practices)

Group split up to have discussions on:

- How collaborate between chapters
- What questions still need asked in the ROC?

Break out Groups:

- North – Brian Oczepek
  Greater Detroit, Lansing, Michiana, West Michigan, Anthony Wayne, Greater Calumet, Northern Ohio, McKinley
- Central – Angela Vance
  Audubon, Central Indiana, Central Ohio, Kitty Hawk, Southwest Ohio, Louisville, Greater West Virginia
- South – Tom Bayer
  Chattanooga, East Tennessee, Middle Tennessee, Northeast Tennessee, Northwest Tennessee, West Tennessee, Purchase Area

RVP Transition – Chet Brandon

- Out-going RVP Recognition – Chet Brandon presented Jonathan Zimmerman with a plaque recognizing him for his outstanding leadership and dedication to the ASSP and the members of Region VII.
- Comments on the Transition of Region VII RVP Responsibility – Chet Brandon provided a preview of the Region’s direction from July 1 on. The overall goal is to work with the Chapter Presidents to maximize the value of the regions operations to the members. To do this, activities will be directed
to 2 major themes: 1) Ready the members for professional success regarding future trends affecting occupational safety and health, 2) provide opportunities for the next generation of OSH professionals to enter the field and quickly have an impact. Chet will be conducting Area Director and Chapter President teleconferences every other month between the ROC meetings to continue the progress towards the above goals. He will be developing a metrics tracking process to measure progress of the chapters. Chet mentioned that his leadership style places an emphasis on collaboration and he looks forward to working with the Chapter Presidents on behalf of the Region VII members. The Deputy RVP for the 2019-2022 term will be selected at the Fall 2019 ROC.

Meeting Wrap Up

• Topics for Next ROC?
  o Brad Weber – Make sure Active Shooter information is disseminated.
  o Brad Weber – Update on the proposal to change the requirements for elected positions (i.e. removing the requirement to be a professionals member).
  o Selection of new Deputy RVP.
  o ROC Cost Team to give report and recommendation on increasing the amount of funding hosting chapters receive as reimbursement.
  o 2019-2021 RVP and Past RVP to give recommendation on moving the Findlay area members to the Northern Ohio Chapter.

• Parking Lot Review and Follow-ups
  o NorthEast Tennessee Chapter has been dissolved. Region VII still has the funds ($446.05) that were left. Martin will verify with Johnathan and send the funds to the East Tennessee chapter. Society has reviewed and approved the placement of the NE Tenn members in the E Tenn chapter per Arielle S. We can review if needed but it is official currently.
  o ***Jan 1, 2021 Deadline for CSP Education requirements – must have a bachelors retroactively – Review with your chapter.

• Likes/Not Likes Review of ROC
  Like- Great planning and communication
  Like- Meeting room was excellent for group
  Like- Social was entertaining.

  Dislikes – None

Motion to adjourn made by Doug Hayes., seconded by Chet Brandon, motion approved by vote.
Meeting Adjourned at 11:55 by Chet Brandon.

Lunch and Dismissal.

Chapter Reports Received after the In-person Meeting

**Greater WV/Zach Lemasters** – Implemented and using new email process, Members helping spread the word of the OSHA focus four Stand down, Members setting up opportunities for State area OSHA officers to speak to Construction contractors, Conducted 6 monthly Technical/Business Meetings. Published newsletters to members sharing training opportunities, Jobs, and more, Implemented welcome letter for new members.

Strengths/Best Practices: Student Chapters and involvement with students.

Weakness/Opportunities for Improvements: meeting schedule need to improve and set one in stone for the entire year.

Planned Activities: Plan the 2019 -2020 calendar year, Members and several students will be attending PDC in June, WVU student members will be presenting and having a booth at PDC.

**Purchase Area/Randy Grey** – All officer positions filled, monthly meetings with the exceptions of July and December, regular notices and news related updates sent to our members.

Strengths: The student chapter is outstanding. They have great attendances, speakers, etc. They have a full slate of officers for the ‘19 and ‘20 semesters

Weaknesses: Our attendance has virtually dropped to nothing. Our April meeting we had a guest speaker to drive 250 miles to present, and only two members attended. Some of our chapter member’s drive more than one hour (one-way) attend a meeting for 1 to 1.5 hours and then drive back the same time frame. This takes a large chunk of time away from being able to get our regular work completed.

**Greater Detroit/Aaron Munoz** – 525 members, holding technical meetings every month - 30 attend --- recognizing impairment, lone workers, sound, bench grinders, a seat at the table, and so many more PDC - asp/csp class for members, asp class for members, ohs class for members alliance with MIOSHA leadership conference put on with construction association of Michigan - 1 day Michigan safety conference 2 day with miosha partner other orgs we participate with Canadian society of safety engineers, engineering society of Detroit laws and regs, we bring legislators to our technical meetings to meet the members.

Post Meeting Note:

**Central Area Director Run-off Election**

The RVP was informed after the ROC that Matt Summers won the run-off election for the Central Area Director position.