



Meeting Zoom Link:

<https://libertymutual.zoom.us/j/5915514056?omn=96015013054>

Location:

McKenna Hall Rooms 205/206/207

Day 1 – Thursday, April 24, 2025

Call to Order/Welcome

Meeting was called to order at 1:04 p.m. (EST) by Christina Merriott (CM), Region VII Vice President (RVP). CM welcomed attendees to Region VII's Regional Operating Committee (ROC) Meeting and thanked the Michiana Chapter, for hosting the Fall ROC. ROC Committee members present at the meeting included Jason Demeter (President), John Hewitt (Treasurer), Nick Benke (Advisory Committee), Derrick Parker (Secretary), Ryan French (Program Chair), and Anna Belote (Advisory Committee).

Michiana Chapter would like to thank Anna Belote for all the work with Notre Dame in setting up the Wednesday evening reception, the Thursday morning tour, and the meeting space.

Chapter Roll and Establishment of Quorum

John Hewitt (JH), Deputy RVP, determined a quorum for the ROC—delegates from 19 of 20 (In Person – 9 attendees, Virtual – 9 attendees) chapters, Region VII Vice President, Deputy RVP and 3 Area Directors present. See the list below for ROC Members, Chapter Guests, ASSP Board Guests, and ASSP Staff Guests for attendance during Day 1 of the ROC.

Attendees introduced themselves by providing their name, chapter they are representing, and their role.

Area/Chapter/Other	Name	In Person/Virtual	ROC Member	PROXY
Region VII Vice President	Christina Merriott	In Person	X	
North Area Director	Rich Deleau	In Person	X	
Anthony Wayne	Brent Charlton	In Person	X	
Greater Calumet	Jason Morris	In Person	X	
Greater Detroit	Berj Bush	Virtual	X	
Mckinley	Nicole Rodenhauser	In Person	X	
Michiana	Jason Demeter	In Person	X	
Mid-Michigan	Bob Schneider	Virtual	X	
Northern Ohio	Jim Chambers	Virtual		X
West Michigan	Chris Scholten	Virtual	X	
Central Area Director	Allie Kroeger	In Person	X	
Audubon	Brian Klaner	Virtual		X
Central Indiana	Mark Frye	In Person	X	



Central Ohio	Chris Lewis	In Person	X	
Greater West Virginia				
Kitty Hawk	Jason DeDario	In Person	X	
Louisville	Jason Golloday	Virtual		X
Southwest Ohio	Kirk Smith	In Person	X	
South Area Director	David Hixenbaugh	In Person	X	
Chattanooga Area	John Arnold	Virtual	X	
East Tennessee	Ann Schubert	In Person	X	
Middle Tennessee	Nathan Heppler	In Person	X	
Purchase Area	Lexi White	Virtual	X	
West Tennessee	Michael Prieur	Virtual	X	
Area/Chapter/Other	Name	In Person/Virtual	ROC Guest	PROXY
Society Board of Directors	Linda Tapp	In Person	X	
ASSP Staff Member	Mike Thill	In Person	X	
ASSP Staff Member	Kim McDowelll	In Person	X	
ASSP Staff Member	Steve Carasso	In Person	X	
Deputy RVP	John Hewitt	In Person	X	
ARVP Communications	Zach Mikulec	In Person	X	
ARVP Secretary	Selena Schmidt	In Person	X	
Central Ohio	Samantha Haning	Virtual	X	
Chattanooga	Tom Bayer	In Person	X	
East Tennessee	Melissa McKenzie	In Person	X	
Kitty Hawk	Angie Vance	In Person	X	
Kitty Hawk	Warren Brown	Virtual	X	
Louisville	Matthew McCroskey	Virtual	X	
Michiana	Cole Younger	In Person	X	
Michiana	Darrick Parker	In Person	X	
Michiana	Nicholas Banke	In Person	X	
Michiana	Ryan French	In Person	X	
Mid-Michigan	Mary Bainbridge	Virtual	X	
Northern Ohio	Matthew Baker	Virtual	X	
Southwest Ohio	Bryse Bugger	In Person	X	

Note: The following Chapters may have shared representation between ROC Member (President) and appointed Proxy due to availability during the meeting: Chattanooga, Louisville, Mid-Michigan, Northern Ohio.

Administrative Tasks

CM appointed/asked for volunteers and completed administrative tasks at the beginning of the ROC.

- Confirmation of Secretary – Selena Schmidt (SS) will be the secretary for the Fall ROC.
- Confirmation of Parliamentarian – Melissa McKenzie (MM) from the East Tennessee Chapter will be the parliamentarian for the Spring ROC.
- Confirmation of Timekeeper – Angie Vance (AV) from the Kitty Hawk Chapter will serve as the timekeeper at the Spring ROC.



- CM reviewed agenda for the ROC.
- Review/approval of the Meeting Minutes from Fall 2025 ROC Meeting. SS stated that the meeting minutes have been updated to include Jonathan Zimmerman as the seconded vote for adjourning the meeting on Day 2.

Motion made by Chris Lewis to approve the minutes with the update. Seconded by Mark Frye.
Motion passed via vote.

Old Business:

CM reminded Chapters of dues and Chapter bylaws updates.

Region Finance

CM reminded ROC that increased ROC reimbursement begins this ROC.

2025 Society ROC Meeting Packet

CM utilized the presentation within the Spring 2025 Society ROC Meeting Packet. Packet included a review of key dates and COMT Reporting. See presentation for additional details reviewed.

Chapter Activity Reports

Area Directors Rich DeLeau, Allie Kroeger, and David Hixenbaugh led their area chapters through Chapter Activity Reports. ROC Members (Chapter President and/or Proxy) provided updates of Chapter Activity.

Central Area

- Central Indiana
- Louisville
- Central Ohio

Closing Comments & Adjournment

- Optional Networking dinner
- Meeting will resume at 8:00 a.m. (EST) Friday, April 25th.

Motion: Motion was made to adjourn meeting by JH. Ann Schubert (AS) seconded the motion. Motion to adjourn passed via vote.



Meeting Zoom Link:

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Location:

McKenna Hall Rooms 205/206/207

Day 2 – Friday, April 25, 2025

Call to Order

Meeting resumed at 8:00 a.m. EST by CM.

Quorum established by Deputy RVP. Delegates from 18 of 20 chapters present. See the list below for ROC Members, Chapter Guests, ASSP Board Guests, and ASSP Staff Guests for attendance during Day 2 of the ROC.

Area/Chapter/Other	Name	In Person/Virtual	ROC Member	PROXY
Region VII Vice President	Christina Merriott	In Person	X	
North Area Director	Rich Deleau	In Person	X	
Anthony Wayne	Brent Charlton	In Person	X	
Greater Calumet	Jason Morris	In Person	X	
Greater Detroit	Berj Bush	Virtual	X	
Mckinley	Nicole Rodenhauser	In Person	X	
Michiana	Jason Demeter	In Person	X	
Mid-Michigan	Bob Schneider	Virtual	X	
Northern Ohio	Jim Chambers	Virtual		X
West Michigan	Chris Scholten	Virtual	X	
Central Area Director	Allie Kroeger	In Person	X	
Audubon	Brian Klaner	Virtual		X
Central Indiana	Mark Frye	In Person	X	
Central Ohio	Chris Lewis	In Person	X	
Greater West Virginia				
Kitty Hawk	Jason DeDario	In Person	X	
Louisville	Jason Golloday	Virtual		X
Southwest Ohio	Kirk Smith	In Person	X	
South Area Director	David Hixenbaugh	In Person	X	
Chattanooga Area	John Arnold	Virtual	X	
East Tennessee	Ann Schubert	In Person	X	
Middle Tennessee	Nathan Heppler	In Person	X	
Purchase Area	Lexi White	Virtual		
West Tennessee	Michael Prieur	Virtual	X	
Area/Chapter/Other	Name	In Person/Virtual	ROC Guest	PROXY
Society Board of Directors	Linda Tapp	In Person	X	
ASSP Staff Member	Mike Thill	In Person	X	
ASSP Staff Member	Kim McDowelll	In Person	X	
ASSP Staff Member	Steve Carasso	In Person	X	



Deputy RVP	John Hewitt	In Person	X	
ARVP Communications	Zach Mikulec	In Person	X	
ARVP Secretary	Selena Schmidt	In Person	X	
Central Ohio	Samantha Haning	Virtual	X	
Chattanooga	Tom Bayer	In Person	X	
East Tennessee	Melissa McKenzie	In Person	X	
Kitty Hawk	Angie Vance	In Person	X	
Kitty Hawk	Warren Brown	Virtual	X	
Louisville	Matthew McCroskey	Virtual	X	
Michiana	Cole Younger	In Person	X	
Michiana	Darrick Parker	In Person	X	
Michiana	Nicholas Banke	In Person	X	
Michiana	Ryan French	In Person	X	
Mid-Michigan	Mary Bainbridge	Virtual	X	
Northern Ohio	Matthew Baker	Virtual	X	
Southwest Ohio	Bryse Bugger	In Person	X	

Chapter Activity Reports

Area Directors Rich DeLeau, Allie Kroeger, and David Hixenbaugh led their area chapters through Chapter Activity Reports. ROC Members (Chapter President and/or Proxy) provided updates of Chapter Activity.

South Area

- East Tennessee
- Middle Tennessee
- West Tennessee
- Chattanooga

North Area

- West Michigan
- Michiana
- McKinley
- Anthony Wayne
- Mid-Michigan
- Greater Detroit

Society: Digital Marketing Presentation

Steve Carasso provided information on tools available from a marketing standpoint. Key points reviewed:



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- Real Magnet has nightly updates with the rosters; must utilized opt out.
 - Customer Service Team is attempting quarterly clean up by calling those with return mail
 - Recommendation to schedule emails to be sent
 - Starting to experiment with AI. There is an AI task force right now that is looking into AI use and the impact/ethical use of it.
 - Text messaging must be opt in; verify members are okay with receiving text messages.

Society: Message from the Board

Linda Tapp provided a message from the board. See presentation from ASSP ROC Packet.

Future ROC Planning

East Tennessee Chapter will be hosting the Fall ROC 2025 in Knoxville, TN. Tentative dates of the meeting are 10/15-10/16, 2025. More information to come.

Additional upcoming ROC dates listed below with responsible Chapter.

- Spring 2026 ROC: TBD; Anthony Wayne expressed interest in sponsoring.
- Talk to your chapters to gauge interest in hosting the ROC. Please share if you are interested or considering hosting a future ROC.

Parking Lot – Review / Prioritize / Task Assignments

No discussion.

Closing Comments

CM provided closing comments and thanked everyone for a successful ROC. A special thanks to the Michiana Chapter for hosting the ROC.

Meeting adjourned at approximately 12:00p.m. Motion to adjourn not recorded.

Respectfully Submitted by:

Selena Schmidt, MS, CSP
ASSP Region VII Secretary



Additional Information/Activity during ROC:

Golf Outing: Wednesday, April 23, 2025

12:00 PM Tee Time

Four-Person Scramble (Limit 30 golfers)

Warren Golf Course

18301 Douglas Road

South, Bend, IN 46637

Welcome Reception: Wednesday, April 23, 2025

6:00 PM – 10:00 PM

1842 @ Duncan Student Center

Park in Stadium Lot

Entrance Door 13 or 14 (large wooden doors, adjacent to Chick-Fil-A)

Notre Dame Football Stadium Tour: Thursday, April 24, 2025

10:30 AM – 11:30 AM

Meet at Rockne Gate

Limit: 40 People

ASSP ROC Meeting

April 24, 2025, (Noon-5:00 PM)

April 25, 2025 (8:00 AM – Noon)

McKenna Hall

Rooms: 205/206/207

Networking Dinner: Thursday, April 24, 2025

6:00 PM – 8:00 PM

Legend's (Mezzanine)