NEIL BOARD MEETING

American Society of Safety Professionals (ASSP)
Northeastern Illinois (NEIL) Chapter

Attendees: Anthony Stephens (President), Sara Gibson, Melissa Gawron, Brittany Ekena, Matthew Baker, Bill Mills, Charlie Vasconez, Bob Wasik and Eric Scheumann

Board Meeting – February 26th, 2020 at Maggiano’s

1) Meeting Called to Order at 1:47 p.m.

2) Past Minutes/Secretary Report – Melissa Gawron: Notes approved from last meeting

3) Treasurer’s Report – Sara Gibson
   a. Budget Update, revenues and expenses from January and February
   b. We had 37 people in attendance at today’s meeting, with one individual a “no show”
   c. We received one company’s sponsorship and gave a charitable donation to the Australian Red Cross, Anthony said Thank you to the chapter and that we should be proud of our donations to the Northern Illinois Foodbank and The Australian Red Cross this year.
   d. Note: Treasurer is up for nomination

4) Committee Reports
   a. Board Elections – Claire Obuchowski – Not Present
      • Recommend we get assistance with finding new volunteers for board position, since Claire will be out for the time being. Election Month is May.
      • Matthew Baker has accepted President Elect position
   b. Newsletter – Tori Hensley – Not Present
      • Brittney was able to bring in the plaque for our service award to a particular member, Tony will invite member to the April or May meeting to receive their service award.
      • Melissa brought up that in the past notes we mentioned buying a $100, “Let Us Entertain You” gift card for food for the recipient, Sara will purchase the gift card next time we are at Maggiano’s as it can be part of the bill for the next meal.
      • Richard Dresser mentioned during today’s meeting that he was not getting emails. Perhaps next month we could offer the option of a sign in sheet, to have members write down their email addresses so we can email them information about upcoming events and such.
   c. Membership – Dan Pritchett/ Eric Scheumann
      • Transition timeline: Eric got a box of stuff from Dan, for the Membership position
      • Eric shall email a photo to Matthew Baker so he can update the website with the new Membership Chair with the new name and photo
   d. Webpage/Jobs – Matthew Baker
      • Matthew needs that newsletters from December and January to put them up on the website, he did not receive them when they originally were sent out.
   e. Safety & Health Conference – Sheri Lesak – Not Present
      • Brittney commented on the Conference saying that the website is up and going, they are looking for more current topics, like Marijuana and Drones. Bob Wasik to contact Conference members about a potential speaker who uses 3D training for Forklift Operations.
   f. Awards / Recognition – Bob Wasick
Bob received 2 yes reply’s for coming to the meeting and 2 no responses for attending this meeting to honor membership.

Richard Dresser will receive his award next month due to his no response to the email Bob sent out for awards earlier that month.

g. NIU Student Chapter – Dr. Mills /Charlie Vasconez

Charlie V: We received an application for the ASSP Grant but there were some issues.
1. The application was due on December 6th, 2019, and it was received on February 4th, 2020 (2 months late).
2. The student was not an ASSP Student member in the Fall Semester. Bill Mills: That was a mistake on my part, he paid back in October, but I did not update it until January 1st.
3. The applicant did not have 9 or more graduate student Fall Credit Hours, as verification of Current Semester Hours. Bill: commented that we need to change that because a graduate student working on their thesis might not be full registered for 9 Credit Hours
4. Matthew commented that he put February 1st, 2020 as the deadline on the webpage, because he believed we discussed it before.
5. The board sets the rules of the Student Grant Award. We want to make sure we have clear expectations. A subcommittee shall be formed to review, Ad Hoc to edit the ASSP Scholarship Application. This subcommittee shall include Brittney Ekena, Eric Schuemann, and Charlie Vasconez.
6. Bill commented that the information on the forms should be changed. And he shall send the committee additional information that he believes is important in the decision-making process. The board shall determine the criteria based on the input from the Ad Hoc group.

Charlie V: Student Chapter at NIU
1. There have been no new activities this past fall and no meetings for the ASSP Student Chapter at NIU. Now is the time to start preparing for the fall 2020 semester, and August Involvement Fair.
2. What does a typical meeting look like? Bill said that he has tried to talk to students but there is no interest and will not spend his connections on only 4 people.
3. Brittany inquired about reaching out to Public Health and Environmental Sciences Student, perhaps they just don’t know about the Student Chapter.
4. Charlie said he is willing to come out during the semester to talk with students, and that we need to try something new, because what we are currently doing is just not working.

Charlie V: NIU Student to Apply for ASSP Foundation Scholarship
1. There has not been an NIU Student who received the Foundation Scholarship in quite some time, we need to prepare students in advance for this opportunity. How many thousands of dollars on the table are not being used; many people need money for education and the foundation is a great opportunity for that.
2. Bill: There have been issues for student’s GPA not being high enough for that scholarship, or not meeting some of the criteria. Bill said he could try and spread the net wider to find more students, that could qualify.
3. Anthony: We are a platinum level chapter and we want to transfer that level of caliber to the student chapter, so they can follow in our footsteps. Bill suggested a come and meet your parent chapter Pizza Party at NIU, to help bolster enrollment.

Charlie V: Student Presentations in April have drifted away from Safety
1. It would be beneficial to have topics that resonate more with the professional chapter. As attendance is very low for this event, I would like to see topics that are more in tune with safety. A majority of the student’s presentations have to do with technology.
2. Bill disagrees and said that technology and lighting is more important now for safety and ergonomics, and perhaps some people don’t recognize that yet. Students have not yet worked on their presentations for this meeting.
3. Due to the lack of participation from students, Sara suggested changing topics for that month, and to get a speaker instead. Charlie motioned to change topic in April, and regroup this opportunity for students next year, Seconded by Brittany. Motion Passed. Abstained -Bill.
4. The Chapter shall work on finding a new speaker for April.

Note: Eric Scheumann left at 2:28 p.m.
h. Sponsorship Chair – Melissa Gawron
   • Hygieneering Sponsor for the month of April (17th) – Kevin Konkey and George Guidarelli
   • Bakkerelkhuisen Sponsor for the month of May (15th) Ergonomics – Ryan Pavey
   • Please search for a sponsorship chair volunteer

5) Old Business
   a. 2019-2020 NEIL Chapter Year Donations
      • Australian Red Cross – $675 ($1,000 AUD)
      • Northern Illinois Food Bank - $1,000
   b. Outstanding Service Award
      • Plaque wording sent and order finalized – see above (4.b.)
   c. ASSP Safety 2020 – Orlando, FL
      • June 23-25, 2020
      • Registration for Safety 2020 will open mid-December 2019
      • Early registration ends March 13, 2020
      • House of Delegates Meeting – Monday June 22, 2020
      • Academic Forum will not be on same day as House of Delegates Meeting
      • Attendees Discussion
        (1) Claire will not be going this year to the House of Delegates. Sara motioned to send Melissa to go in Claire’s place. Sara Seconded. All in favor, Motion Passed.
        (2) We have $1,000 for 1 student to attend the Conference, per NEIL Chapter PDC Travel Reimbursement Guidelines. Bill named, Matthew Bikun, as the student who will be attending the conference. Student reimbursement shall follow NEIL Chapter Reimbursement Guidelines and shall be returned within 30 days of the end of the PDC.
        (3) Brittany motioned to send Dr. Mills to PDC per NEIL Chapter Reimbursement Guidelines, seconded Matthew. Motion passed.

New Business – Sara inquired about planning lunch for the March Meeting at Underwritter Laboratories. Sara, Melissa, Tori and Brittany will communicate via email about arranging the food for the event.

Meeting Adjourned at 3:12 p.m. we needed to vacate the room.
Any of the below items shall be included in the next meeting agenda.

   d. Members have expressed interest in getting more involved.
      • Membership Chair
      • Areas of need - Additional Board Positions (Program Chair, Member at Large, Vice President)?
      • Succession planning

6) New Business
   a. Chapter Annual Volunteer Event Location
      • Discuss board member ideas for volunteering opportunities in our area
      • Identify and select worthy charity within the NEIL Chapter area
      • Time of year?
   b. 2020-2021 Chapter Year Planning Meeting
      • Need to agree upon a date for the meeting
   c. 2020-2021 Chapter Year Technical Meeting Topics
      • Topic ideas needed
      • Should we send out a survey again this year?

7) 2019 – 2020 Meetings
   a. March 20th Chapter Tour – Underwriters Labs
      • Thank you Sara for setting this up!
   b. Apr 17th – Student Presentations
   c. May 15th – Ergonomics
d. Spring 2020 ROC Meeting
   - Heart of America Chapter – Kansas City, MO
   - April 30 – May 1, 2020
   - Attendees: Brittany Ekena, Anthony Stephens

e. ASSP Safety 2020, June 23-25, 2020 in Orlando, FL.
   - House of Delegates Meeting – Monday June 22, 2020

f. August 7th – Chicagoland EHS Golf Outing 2020

g. September 14 – 17th – Chicagoland Safety, Health & Environmental Conference

h. 2020 Leadership Conference
   - October 1 - 3, 2020 at the Hyatt Regency O’Hare in Rosemont, IL

8) Meeting Adjourned