



AMERICAN SOCIETY OF  
**SAFETY PROFESSIONALS**

Southwest Chapter

## **Southwest Chapter Executive Committee Meeting Minutes**

***Virtual EC Meeting (via Zoom)  
Thursday, August 20, 2020***

### **Attendance**

***Present:*** Dusty Cotter (President), Benjamin Craig (1st Vice President), Kelsey Griffith (Secretary), Madison Lopez (VP Membership Services), David Osmun (VP Communications), Vance Lee (Delegate), Andy Blackmon (Delegate), Abby Holovach (VP Professional Development/Social Media Director), Jay Gnadt (Delegate)

***Absent:*** Jimmy Walker (Treasurer), Dylan Romo (Past President)

**Quorum announced by Dusty Cotter and Call to Order at 3:10 PM**

### **Old Business**

- July EC Meeting Minutes - Kelsey Griffith
  - Motion by David Osmun to accept as written; Jay Gnadt seconded. No discussion. All in favor; none opposed.
- July Monthly Financial Report- Jimmy Walker
  - Motion by Benjamin Craig to accept as written; David Osmun seconded. No discussion. All in favor; none opposed.

### **New Business**

- Leadership Conference Virtual Attendance – Dusty Cotter
  - October 1 - 2, 2020
  - All are invited to attend (including ASSP members not currently on the EC)
  - Free registration
- 1st VP Report – Ben Craig
  - Technical meetings update
    - Benjamin's work subscription (free for ASSP) seems to be working well
    - Next technical meeting: November 19, 2020
      - Will likely also be virtual; Dusty will reach out to speaker to ensure he is comfortable with virtual presentation
    - Issue with calendar invite and Zoom
      - Will try through RealMagnet - use next EC meeting as a test
    - Registration/Attendance
      - Poll through Zoom so attendees can provide their name?



- Possibly add a question asking if they are a new member?
  - Zoom webinar subscription
    - Perhaps look into purchasing a subscription for the PDC?
- Delegate Reports – Jay Gnadt/Vance Lee/Andy Blackmon
  - None
- VP of Communications Report - David Osmun
  - Donnie resigned from his position on the newsletter
  - Asking for volunteers
- VP of Member Services Report - Madison Lopez
  - Benjamin Craig has helped transition to Event Espresso
  - Working on finding most recent chapter roster to determine new members
    - Plan on sending new member email welcome template
- VP of Professional Development Report – Abby Holovach
  - PDC Status
  - Question: when does the cycle start/stop for CEUs?
    - August 20 meeting was not on CEU list
    - Need to reapply for CEUs
- Officer Training Status Update – Kelsey Griffith
  - No updates
  - Will send out an email to officers regarding pending training based on position descriptions
  - Once training is completed, officers should email certificates to Dusty Cotter ([president@sw.assp.org](mailto:president@sw.assp.org)) and Kelsey Griffith ([secretary@sw.assp.org](mailto:secretary@sw.assp.org))
- 2019-2020 COMT Update
  - Chapter received Gold
  - Point system has changed/point levels have increased

**Motion to Adjourn by Jay Gnadt. Seconded by Benjamin Craig. Meeting adjourned at 3:34 PM.**

*Respectfully Submitted:*

Kelsey Griffith, Chapter Secretary