



AMERICAN SOCIETY OF
SAFETY PROFESSIONALS

Southwest Chapter

Southwest Chapter Executive Committee Meeting Minutes

Executive Committee Meeting

Tuesday, October 26, 2021, at 4:00 pm

Zoom meeting

Attendance

Present: Ben Craig (President), Abby Holovach (1st VP), Jimmy Walker (Treasurer), Kelsey Griffith (Secretary), Jay Gnadl (Delegate), Madison Lopez (VP Member Services), Andy Blackmon (Delegate)

Absent: Dusty Cotter (Past President), Vance Lee (Delegate), Sean Blakemore (Construction Section Liaison), Avery Fox (Student Services Liaison)

Quorum announced by Ben Craig and Call to Order at 4:04 PM

Old Business

- August EC Meeting Minutes - **Ben Craig**
 - Discussed speakers for upcoming meetings, donation to UTD for \$500 (need check written - Jay will ask Steven Haynes [UTD] who to make the check out to)
 - Ben & Madison attended Fastenal safety fair in September
 - Jimmy motioned to accept. Jay seconded. No discussion. All in favor. None opposed. Motion carries.
- August Monthly Financial Report - **Jimmy Walker**
 - Expenses included meeting catering fee and Zoom access.
 - Kelsey motioned to accept. Andy seconded. No discussion. All in favor. None opposed. Motion carries.
- September Monthly Financial Report - **Jimmy Walker**
 - Nothing substantial to report; dues, bank interest, web hosting, and bank fees made up the bulk of activity.
 - Abby motioned to accept. Kelsey seconded. No discussion. All in favor. None opposed. Motion carries.

New Business

- 2021 Budget Approval - **Ben Craig**
 - \$1000 budgeted for speaker fee for keynote for PDC
 - \$500 donation for UTD meeting space
 - \$2200 removed for delegate travel to PDC (virtual conference)
 - \$3200 removed for leadership travel to conference (virtual conference)
 - Updated spreadsheet formulas to adequately calculate totals



- Abby motioned to accept. Madison seconded. No discussion. All in favor. None opposed. Motion carries.
- **November Technical Meeting - Ben Craig**
 - Abby to promote on social media
 - Ben confirmed room at UTD and will include a map in the chapter email blast
 - David A. Casavant - Speaker (confirmed)
 - Topic: Mental Health & Wellbeing During a Crisis (including a Pandemic)
 - YellowBird - Sponsor (confirmed)
 - Kelsey confirmed that they will be the sponsor; they will bring a check to pay sponsor fee
 - Sidebar conversation: Jimmy, Kelsey, and Abby working with Dylan to get bank account information switched over
- **February Technical Meeting - Ben Craig**
 - Speaker- TBD
 - Any ideas?
 - Ben's idea: has a client who was a former EH&S manager at Tesla, went to work for Flex, worked as a plant manager in Wuhan when pandemic hit
 - Sponsor- going to request Fastenal
 - Ben has already gotten an informal verbal commitment
- **DPD Safety Fair- Ben Craig**
 - \$1,000 donation
 - Will be a drive-through again this year and looking for volunteers
 - Saturday, November 13 from 10 am to 1 pm at Lake Highlands High School
 - Ben plans to volunteer; lives nearby
 - Jimmy is interested but needs to check his schedule
- **Delegate Reports - Jay Gnad/Vance Lee/Andy Blackmon**
 - Discuss January vote
 - Jay was unable to attend the town hall meeting on September 29 but was able to attend a roundtable discussion at the PDC in Austin
 - Change is driven by revisions in Illinois state law; requires board of directors to have fiduciary responsibilities to members of the organization
 - House of delegates structure does not lend itself well to the new state law as far as financial matters are concerned
 - Proposal changes house of delegates to more of an advisory board to the board of directors; unclear if delegates would continue to be part of chapter's executive committee (dependent on individual chapter bylaws)
 - Would be required changes to individual chapter bylaws to come in line with national bylaws
 - Andy was able to sit in on the town hall
 - Some technical difficulties for about an hour :(
 - Want to align with Illinois state law; only 5% of professional non-profits in U.S. have a house of delegates as part of their bylaws



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- Lots of money has been spent on house of delegates expenses; only 30% of delegates participate nationally
- National headquarters will be putting more information together about delegate participation and sent it out before the official vote in January
- Hopefully, national headquarters will continue to solicit individual chapter input without some of the red tape of delegates
- Demographics of the organization are aging; organization is trying to attract younger safety professionals while older members age out/retire
- VP Member Services - **Ben Craig/Madison Lopez**
 - No other discussion about social events yet; COVID-19 surge seems to be declining
 - Hoping to have a social event in the early winter
- PDC Status - **Abby Holovach**
 - Monthly calls with Greg seems to be going well
 - Reached out to some speakers that had applied last year, and Greg sent a list of regional PDC speakers that Abby will review
 - Circle back with Illuminate as a sponsor/vendor (potentially offer professional headshots), VR booth as a vendor
 - Next monthly call is next Thursday, November 4 at 4:00 pm

Motion to Adjourn by Andy Blackmon. Seconded by Jay Gnadt. Meeting adjourned at 4:45 PM.

Respectfully Submitted: Kelsey Griffith, Chapter Secretary