



Meeting Minutes

LOCATION: LT Environmental, 4600 West 60th Avenue, Arvada and conference call,

TIME: 3:00 – 4:20 PM

EXECUTIVE COMMITTEE

ELECTED OFFICERS (*A majority of elected officers must be in attendance in order to conduct business*)

- Brian Pals, President and Community Outreach Chair
- Pat Garland, President-Elect & Events Chair
- Ilene Presworsky, VP and Programs Chair
- Kelly Schulp, Treasurer/Finance
- Jennifer Calloway, Secretary

APPOINTED EXECUTIVE COMMITTEE MEMBERS

- Rudy Andazola, Website Chair
- Lori Frederic, Membership Chair and Social Media Chair
- Jim Larson, Professional Development Chair/Education Chair/ Jobs Chair
- Margarita Gutierrez, Newsletter Chair
- Josh Livingston –Government Affairs Chair
- Eugene Andronov – Interconference Liaison
- Dave Jeary, Member at Large
- Lane McKnight, Foundation Chair & Chapter Student Liaison

DELEGATES

- Dave Jeary, Delegate, Awards and Honors Chair
- Jerry Salgado, Delegate
- Dan Klimek, Delegate

Board Members

- Dawn Keeler – Emerging and New Safety Professionals
- Rod Douglas
- Kevin Veltri – Emerging and New Safety Professionals

TOPIC (CONTENT) / LEAD DISCUSSION

1.0 Corrections or Updates to Oct minutes – Brian Pals

No changes or updates to the last meeting minutes.

2.0 General Business – Brian Pals

2.1 Chapter Survey

Brian asked for feedback on the chapter survey and all have reviewed it. Lori is working on sending another survey out in January. Suggestions are being solicited from chapter members on how to improve our value to them.

2.2 More PS/CIGs/Communities – Hispanic, IH

Open item, nothing to add.

2.3 Clay Shoot – Change contribution to 15%

Jerry suggested to give 15% of the profit from the clay shoot to the Rocky Mountain chapter. Currently they receive 10% of the profit. The rest would be given to the Bervin Hall scholarship fund. A previous suggestion was to give the balance to another organization or scholarship, but



Brian suggested that it stay with the Bervin Hall scholarship fund, and maybe change the recipient for the golf tournament.

Motion- Dan made a motion to contribute 15% of the profit to the Rocky Mountain Chapter for their participation and the balance to go to the Bervin Hall Scholarship fund. Passed.

2.4 Partner with other organizations

DJ Basin employees collect money before Christmas so that they can hand out gift cards to local people in need. They call the initiative Helping Hands and it serves the “patch” in places such as Greeley, Ft. Collins and Ft Lupton.

Action: Pat will follow up with DJ Basin about the program and let the board know the specific details.

The hazardous materials’ organization hasn’t been active. They meet about once a quarter with low participation.

2.5 Two Social Events – Kart Racing

The kart racing option would be costly at \$65 per person, and would be too expensive for a regular emerging leaders’ social event. Lori will look at other options.

On November 20th, the emerging leaders event at CB Potts is expecting 40 participants so far. Everything has been coordinated.

The next social event will be in the spring. Brian’s civil engineer group will be meeting on February 21 for a trivia event, so he asked that January, March, or April be considered for an event.

2.6 Veterans Stand Down-Nov 16-No go

The opportunity to ask for donations from chapter members was missed for the Veteran’s Stand Down in November. We will try again next year.

2.7 New emails

Most everyone has their email set up. Kelly continues to get emails from fake Brian. Dan doesn’t need the ASSP email as a delegate.

2.8 HOD vote results

Three motions were on the table to get positions correctly named: 1. Change the title of the “Executive Director” to “Chief Executive Director”, 2. Eliminate conflicts in timelines for Society Elections, 3. Eliminate the by-laws standing committee. All issues passed from the September meeting.

2.9 Meet and Greet for Dec/Charity

The next lunch and learn is at the First Church of the Nazarene.

Brian sent out a list of charities to support. The selection was narrowed down to the Salvation Army and Freedom Service Dogs for the veterans.

Motion- Dan motioned for contributions go to Freedom Service Dogs. Passed.



Action- Lori will let Ilene know.

2.10 Working Minds Class

This course is on suicide awareness and provides the tools to identify people at risk. Some EAPs offer this. Kelly has researched hosting this course at her work facility, but they can only host 30 people. The Spring time is best for her to coordinate. The southern chapter may also be interested, but they may be aiming to have it in December. The train the trainer course is \$250. The awareness class is \$15 and 2 hours. Brian doesn't recommend offering a scholarship to take the course.

Action- Brian will check with the southern chapter president on their plans to have a class and Kelly will research the 2 hour class for the spring and report back.

2.11 ASCE Trivia Event

Engineers week is the third week in February, and they will be having a trivia night. Brian wants to continue with this as we get more points for partnering with individual organizations. Someone will need to assist in making up safety questions from the CSP exam. Last year the chapter spent \$500 on the event, and Brian asked if that would be acceptable again this year.

Motion- A motion was made to contribute \$500 to the civil engineer's trivia event the third week in February. Passed.

Action: If anyone knows someone who wants to help setup and coordinate the event, let Brian know.

2.12 Safety Matters

Brian attended the training for that- go into schools to present. AIHA initiative. He hasn't presented it yet, but up and running. Good program for teenagers as they go into the worksite to look at safety hazards.

2.13 Monthly Lunch and Learn – Ilene Presworsky

Ilene sent out potential topics for everyone's input for the January event with RIMS. Brian read the topics from the email Ilene sent to group and advised everyone to send comments directly to Ilene.

February will be the breakfast meeting with OSHA. The AIHA joint meeting will be in March, April is open, and May is the oil and gas tour.

There are openings for tomorrow's technical tour. Lori will post on Facebook the availability to attend the tour. Food will be served at the end.

Lori received feedback that they can't get a hard copy of their continuing education credit for attending the lunch and learns. Lori will print out a list of attendees and will give it to Brian to upload the attendance sheets. Dawn will send Brian the attendance list for the emerging leaders meetup.

2.14 Emerging and New Safety Professionals Community – Dawn Keeler, Kevin Veltri



This group will have their social hour on November 20th. Attendees who bring two nonperishable items will get a drink ticket. Lori will send out an email reminding members about the event. This event will be more expensive since it was the first event.

2.15 Interconference Liaison – Eugene Andronov

Eugene sent a draft via email of the final vision statement. He shared his screen with the group to view the final draft and it was approved.

Final draft:

ASSP Colorado Chapter is dedicated to educating our members and the public in all matters related to occupational health, safety, environment and risk management. We believe that safety conferences provide a channel for high-quality education, mentoring and networking opportunities.

Our goal is to unify the existing Colorado health, safety and environmental conference platforms into one, with the objective to further expand and provide large, successful event with a greater number and variety of presentations, and increased attendance.

Our vision is a regional conference that provides a cost-effective platform to host dynamic speakers and offer a variety of industry tracks for the Health, Safety, Environmental and Risk (SHE&R) Professionals from Colorado and surrounding areas.

Motion- Kelly motioned that Eugene's statement is approved. Passed.

Action- The final draft will be posted in the minutes and will be in the PPT for next meeting.

AIHA had their post conference debrief and they mentioned to start discussing working together for next year. Jim Larson is the rep on that board.

2.16 Study Group – Jennifer Calloway

Julie, a new member, emailed Lori about a study group for the ASP. She wants to start a study group.

Action: Lori will forward the email to Jennifer so she can reach out to her and ask her how serious she is about studying for it.

2.17 Newsletter update – Margarita Gutierrez

The newsletter has not been sent out.

Action- Brian will check with Margarita

2.18 Government Affairs – Josh Livingston

No update at this time. Josh is in touch with National. Things have been busy.

2.19 Job Board – Jim Larson

Jobs are being posted.

2.20 National PDC – Jeff Citrone



The June 2019 conference is in New Orleans.

2.21 Facebook Live – Lori Frederic

The December meeting will be on Facebook Live.

2.22 Practice Specialties –

1. Construction – Jerry Salgado- They meet every month at Panera in Lakewood on the third Wednesday.

2. Oil and Gas – Jeff Citrone attended the meeting at Cartasite on October 25th. Prop 112 was big discussion. They meet every quarter.

Action- Jeff will send Brian the attendance list from the last meeting and one before.

3. Consulting Practice - Open

No one is leading WISE currently.

Action- Lori to send out in email blast looking for someone to head it up.

3.0 Membership Update – Lori Frederic

Current Members	New Members	Expired Members
681	1	15

Action: Lori will send out expired members list. The website has some technical issues, but she’s working on it.

Other Business?

4.0 Other Business:

- Brian wants to offer the 15 long time members free registration for the December meeting. Lori recommended January since the registration will cost more and will make it worth their attendance. Certificates will be handed out. Brian would have a little presentation honoring them. Other committee members agreed with January.
- Brian finished up his OSHA trainer class and he found out that there isn’t a grace period if you don’t renew on time. The day it expires, it expires. He asked if the chapter would send a letter to OSHA to comment on this and encourage them to reinstate the 90-day grace period.

Action- Brian will draft a letter for the committee’s approval to send to OSHA.

- Lori recommended a business etiquette class for the April meeting and will have more info. at the next meeting.



5.0 Financial Report – Kelly Schulp

Dan commented that the new balance seems lower than what it has been in the last few years. Kelly forgot there was a PayPal account and there will be a bump of \$6K next time.

Motion- Dan offered a motion to adopt the monthly financial report as written in agenda. Passed.

American Society of Safety Professionals Colorado Chapter

Monthly Financial Report

Period Ending October 31

INCOME STATEMENT

REVENUES (Cash Receipts)

Dues		\$ 615.00	
Meeting Fees		\$ 36.00	
Conference/Seminars		\$ -	
Special Project		\$ 650.00	
Interest		\$ 1.38	
Advertising	(Unrelated Business)		\$ -
Sale of Products *	(Unrelated Business)		\$ -
Sale of Services	(Unrelated Business)		\$ -
Other		\$ -	
\$ 1,302.38			

REVENUE (Total Receipts)

EXPENSES (Cash Disbursements)

MEETINGS:			
Speaker Gifts	Lunch/Dinner	\$ -	\$ 2,761.57
Other		\$ 620.85	
CONF/SEMINAR:			
Meals/Breaks			\$ -
Speaker Expenses		\$ -	
Books & Materials		\$ -	
Other		\$ 200.00	
NEWSLETTER:			
Printing			\$ -
Postage & Mailing		\$ -	
Other		\$ -	
TRAVEL:			
Officers			\$ 1,619.11
Other		\$ 223.90	
Publicity		\$ -	
Special Project		\$ 2,491.78	
Administrative		\$ 23.52	
Scholarship		\$ -	
Bank Fees		\$ -	
Web Hosting		\$ -	
Other		\$ -	
\$ 7,940.73			
\$ (6,638.35)			
\$22,940.71			

EXPENSES (Total Disbursements)

NET INCOME (Excess Receipts over Disbursements)

PREVIOUS MONTH/YEAR CASH BALANCE - Total Assets from Previous Month/Year

NEW CASH BALANCE - Previous Month/Year Cash Balance plus Net Income

\$ 16,302.36

Total Assets as of October 31/ Bank Balance

Savings		\$11,036.20	
Checking		\$5,266.16	
Other/CD	\$0.00		MUST MATCH
Deposit In Transit		\$0.00	
(Outstanding Checks)		\$0.00	
NEW CASH BALANCE = Total Bank Balance		\$16,302.36	

* Does not generate UBIT if (1) includes an educational/information message on the product or (2) is accompanied by literature which describes the organization's programs and mission.

Chapter Treasurer (Print and Sign Name) Kelly Schulp / Kelly **Date: 11/5/18**

Schulp

The meeting adjourned by acclimation.

These minutes are intended to be an accurate record of the discussion. Any errors or omissions should be brought to the writer's attention or noted at the next meeting; otherwise they will be accepted as written. Recorded by Jennifer Calloway.