AMERICAN SOCIETY OF SAFETY PROFESSIONALS

ARVP-TECH./COMM'S REPORT

APRIL 4, 2019

ASSE REGION I

ROC MEETING #HASHTAG #SANDIEGOROC1

ROC MEETING PHOTOS

Dropbox

jt@borettiinc.com

Photos will be put in a Gallery on the Region 1 Website

CHAPTER WEB HOSTING AGREEMENTS

- REMEMBER, YOUR AGREEMENT INCLUDES;
  - ASSP CHAPTER WEBSITE
  - ASSP CHAPTER EMAIL ADDRESSES
  - FREE COMMERCIAL EMAIL MANAGEMENT ACCOUNT
  - FREE COMMERCIAL SURVEY ACCOUNT
  - FREE CLOUD STORAGE ACCOUNT
  - FREE TRAINING (ON ABOVE)

CHAPTER WEBSITES

- REVIEW WEBSITE FOR CURRENT CONTENT.
  - OFFICER INFORMATION
  - CHAPTER BYLAWS
  - EVENTS
- DELETE OR ARCHIVE OLD AND IRRELEVANT INFORMATION

ASSP CHAPTER EMAIL COMMUNICATIONS FAQ

Review the FAQ

- Valuable information

Switch to ASSP Domains

- Some emails have been "blacklisted" by company ISP Spam filters.
- "Whitelisting" ASSP

CHAPTER "ROLE" EMAILS

- SOCIETY IS NOW RECOMMENDING CHAPTERS ESTABLISH "ROLE EMAILS" FOR ALL OFFICERS!
  - HELPS WITH PHISHING
  - PROTECTS PERSON/BUSINESS EMAIL ADDRESS
  - MORE PROFESSIONAL

CHAPTER "ROLE" EMAILS

- SOCIETY-PROVIDED EMAIL ADDRESS PROXIES

- 10 AVAILABLE

  - PRESIDENT@[CHAPTER].ASSP.ORG
  - VICE-PRESIDENT
  - SECRETARY
  - TREASURER
  - DELEGATE

- 5 ADDITIONAL – CUSTOM PREFIX

CHAPTER "ROLE" EMAILS

- PORTING DIRECTLY TO THE EMAIL CLIENT OF CHOICE
    - INCOMING SERVER SETTINGS

Incoming Protocol: **POP3**
Incoming server: smtp4.asse.org
Port: **110 (no SSL)**
Authentication: **Required**
Username: **<email>@<chapter>.assp.org**
Password: **<password>**

Incoming Protocol: **IMAP4**
Incoming server: smtp4.asse.org
Port: **143 (no SSL)**
Authentication: **Required**
Username: **<email>@<chapter>.assp.org**
Password: **<password>**

CHAPTER "ROLE" EMAILS

- OUTGOING SERVER SETTING

Outgoing Protocol: **SMTP**
Outgoing server: **smtp4.asse.org**
Port: **587 (no SSL)**
Authentication: **Required**
Username: **<email>@<chapter>.assp.org**
Password: **<password>**
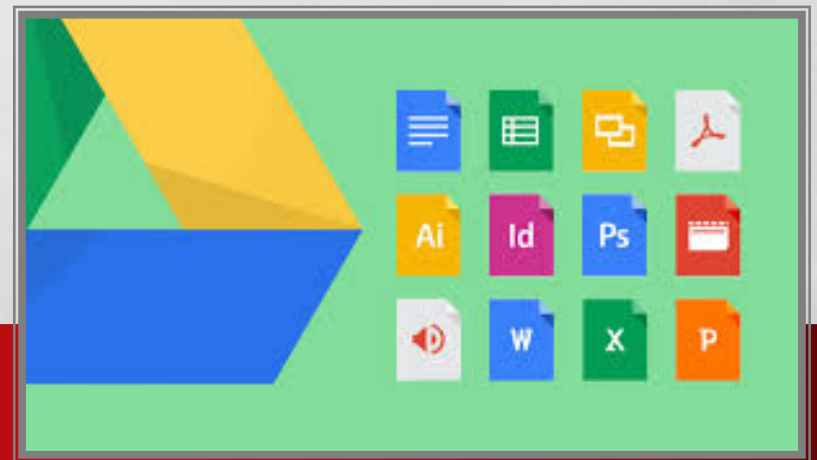
EMAIL MANAGEMENT ACCOUNT

★

SURVEY/POLL ACCOUNT

CHAPTER DOCUMENT STORAGE

- SOCIETY-PROVIDED GOOGLE DRIVE
  - 15GB
    - UPGRADABLE AS-NEEDED (CHAPTER PAID)

- ALLOWS FOR CLOUD-BASED STORAGE OF CHAPTER DOCUMENTS (AND POSSIBLY OTHER THINGS).
  - CHAPTER BI-LAWS
  - FINANCIAL RECORDS
  - CHAPTER MEETING MINUTES

CONTACTS

Chapter Web Services

- Mark Huelscamp
  - chapterwebupdates@assp.org
  - (847) 768-3445

Region 1

- J.T Parnell
  - jt@borettiinc.com
  - (559) 786-2544

- **REGION GO-TO-MEETING**
- **REGION GO-TO-WEBINAR**

- **AVAILABLE FOR USE BY ALL CHAPTERS WITHIN THE REGION**
  - EC MEETINGS
  - VIRTUAL CHAPTER MEETINGS

- **SEE J.T FOR LOGIN INFORMATION**

REGION 1 VIRTUAL MEETING RESOURCE

CHAPTER ELECTIONS – ELECTRONIC BALLOTS

- SOCIETY WILL WORK WITH CHAPTERS TO CREATE ELECTRONIC BALLOTS FOR CHAPTER MEETINGS
  - ELIMINATES PHYSICAL QUORUMS REQUIREMENTS

  - IN THE EVENT A QUORUM IS NOT PRESENT AT [A VOTING] MEETING, A SPECIAL MAIL OR ELECTRONIC BALLOT WILL BE SENT TO THE CHAPTER MEMBERS AND A RETURN OF AT LEAST FORTY (40) VOTES OR 20% OF THE CHAPTER MEMBERSHIP IS REQUIRED.

  - THE BALLOT PROCESS SHOULD TAKE LESS THAN THIRTY (30) DAYS WITH AT LEAST FIFTEEN (15) DAYS AS A MINIMAL PERIOD FOR RESPONSE FROM THE MEMBERS AND SHALL PROVIDE FOR AN ANONYMOUS VOTER RESPONSE.

CHAPTER ELECTIONS

—

ELECTRONIC BALLOTS

Create ballots

Email out to Membership

Tabulate Results

Guidance document is available!

DON'T GIVE YOUR MONEY TO STRANGERS!

SOCIETY COMMUNITY SITE

- [COMMUNITY.ASSP.ORG](http://community.assp.org)

- JOIN THE GENERAL DISCUSSION FORUMS AND PARTICIPATE IN THE FORUMS FOR THE PRACTICE SPECIALTY AND COMMON INTEREST GROUPS THEY BELONG TO.

- CAN CONNECT WITH OTHER CHAPTER LEADERS TO ASK QUESTIONS AND SHARE BEST PRACTICES IN THE CHAPTER AND SECTION LEADER GROUP

THANK YOU!