# Facilitator: Justin Molocznik, Region 1 Vice President

# Secretary: Joey Shibata Garza

1. Call to order – Day 1

At 8:10 am, Justin welcomed the group being held in Anchorage, AK hosted by the Alaska Chapters. An Ice Breaker was performed to get everyone acquainted. Reviewed/Introduced Board Members, Area Directors

1. Roll call

Joey conducted a roll call. The following persons were present:

Twenty (20) chapters present; Region 1 has a quorum.

Area 1: Traci Snyder, Area Director

* Alaska – Mark Strauss
* Hawaii – James Boretti
* Inland Northwest – Not present
* Lower Columbia Basin – Mark Cranston
* Midnight Sun – Bobbie Perkins
* Puget Sound – Brian Padgett

Area 2: Wes Lashbrook, Area Director

* Broken Top – Not present
* Cascade –Katie Bridges (proxy)
* Columbia-Willamette – Brittany Johnson
* Greater San Jose – Mary Stein
* Sacramento – Peter Petro (proxy)
* San Francisco – Shanon Winston
* Southern Oregon – Roy Harper

Area 3: Jose Perez, Area Director

* Bakersfield – Not present
* Central Valley – Melissa Robertson
* Long Beach – Luis Cantu
* Los Angeles – Evan Setyawan
* Orange County – Jessica Vargas (proxy)
* San Diego – Chris Malicki
* Valley Coastal – Not Present
1. Review Meeting expectations
* Justin reviewed agenda for the next 2 days.
* Justin reviewed the rules of the meeting. Chatham house rules reviewed.
* Meeting objectives: Networking, develop leaders, understand tools and resources, region business.
* Parliamentarian: Joey Shibata Garza
* Timekeeper: Amanda Shin
* Justin reviewed Fall ROC 2025 request.
* Justin reviewed the Area Director 2 positions as they are up for elections.
* Approval of Spring ROC 2024 Minutes: Mark Cranston – motion, Brain Padgett – 2nd, 16 chapter approved. Minutes approved.

**Break**

Mark Strauss – Safety brief on earthquakes and rally point.

1. Board Update – Steven Gray
	1. 3 Pillars of ASSP: Membership Community, Trusted Advisor, Workforce Development
		1. Discussion around the 3 pillars: Challenges, best practices, expectations.
		2. See slide deck for specifics
2. ARVP Updates:
	1. Region 1 – Justin
		1. Review Region 1 Goals:
			1. Growth – Adding value to membership.
			2. Operations – Providing value to chapter leadership: Kick off meeting to the new chapter year. Add mid year town hall meeting. Adding an ARVP of Operations as a one stop resource for chapter operations
			3. Experience – PDC, provide other avenues to provide for engagements
			4. Relationship – Connections with Chapter, Society, other community organizations
		2. Finance – reminder for reporting for financials:
			1. Fiscal Year: April 1 to March 31
			2. April to March: Monthly Financial Report to Executive Committee
			3. March 1: Dues Changes Report to Chapter Services (CS)
			4. March 31: End of Fiscal Year
			5. May 31: Annual Financial Report & Checklist to AD/RVP & CS
			6. ASSP Account Balance – September 30, 2024:
				1. Wells Fargo Balance: $31,135.00
				2. Paypal Account (Fall ROC registrations): $10,008.93
				3. Total Funds Balance: **$41,143.93**
	2. Technology/Communication: Amanda Shin
		1. Website review, Hashtag: #FALL2024ROC1
		2. Chapter leadership update
			1. On-Demand Leadership Training available for new board members/volunteers.
			2. Training for specific roles (President, VP, Treasurer, etc.)
			3. Additional Training & Resources available:

*“Zoom Tools for more Engaging Virtual Programs Designed for Learners”*

Transition Meeting Resources:

*Transition Meeting Planning Worksheet*

*Sample Agendas for Transition Meeting*

*Officer Transition Checklist*

*Chapter Web Tools Transition Guide*

* + 1. Society website updated: still working through update as of 10/3/24
			1. Request: Dashboard for training completion to be available versus asking for it.
		2. Review Marketing kit: ASSP Home > Membership > Community Leader Resources > Chapters > Chapter Communications > Chapter Communities Marketing Kit
			1. Business Card
			2. Certificate of Attendance/Recognition
			3. Chapter Flyer
			4. Letterhead
			5. Name Badge
			6. Presentation Slide Deck
			7. Social Media Banners
			8. ASSP Chapter & Region Logo files (high resolution)
		3. Review Chapter website and update with relevant information and delete old files
		4. Website User maintenance: Request through chapterwebupdates@assp.org
		5. Chapter Role emails: emails being rejected, still a problem, still waiting for gmail to open the assp.org email through.
		6. Role Specific Chapter email account
			1. Your chapter may choose up to ten addresses, such as:
				1. president@[yourchapter].assp.org
				2. vicepresident@[yourchapter].assp.org
				3. secretary@[yourchapter].assp.org
				4. treasurer@[yourchapter].assp.org
			2. Can forward chapter email account to personal or work email accounts.
			3. Helpful during transition between outgoing & incoming chapter officers each year
			4. Log Into: <https://ded5439.inmotionhosting.com:2096/>
			5. Helps with phishing, scams.
			6. Do not respond to phishing or scams, it affects all ASSP emails.
			7. Using personal emails for blast out, have consequences.
		7. Magnet Mail/Higher Logic - Chapter Comm
			1. For all chapter communications, has access to roster and templates/.
			2. One account shared among pertinent chapter officers!
			3. To Access - <http://www.magnetmail.net>
		8. Social Media Platforms
			1. Social media accounts are not created/managed as part of your web hosting package. Here are some basic guidelines:
			2. Create accounts as business/company pages. This allows you to post messages from the Magnet Mail and chapter website dashboard.
			3. Use a chapter email address, like chapter gmail address or inmotion address such as updates@chapter.assp.org, to create the accounts. This will create a smooth transition
			4. Visit society page to download your social media banners and chapter’s logo in high resolution format
			5. **ASSP HOME > MEMBERSHIP > COMMUNITY LEADER RESOURCES > CHAPTERS > CHAPTER COMMUNICATIONS**
		9. Social Media Best Practices
			1. Be consistent in posting and responding to posts so members know the group/page is an active space to connect. Look for member engagement through likes, shares, comments and posts on a regular basis.
			2. Leverage a content calendar to plan your posts and keep your team organized. Include the messaging, who is responsible for making the post and other relevant information like links or hashtags. Aim for at least 1 - 2 leader-initiated posts per week.
			3. #Hashtags Hashtags are used to track topics and events across platforms. Twitter is the best place to use them. For example, you can follow Safety 2025 at #Safety2025. The conversation about #Safety2025 has already begun. Hashtags are a great tool, but #don’t #overuse #them, #because #it’s #silly.
			4. Use Social Media to engage your membership – links to newsletters, survey’s, event information/sign up
			5. Guide to social media: <https://www.assp.org/docs/default-source/community-leader-resources/chapter-documents/assp-social-media-guidelinese0ca97a2d30c682b82ddff00008da7ce.pdf?sfvrsn=f6c6ff47_0>
			6. By showing up to events, place a disclosure on registration about pictures being used on social media.
		10. Survey – Crowdsignal
			1. Surveys can provide information to help your chapter plan its year. Surveys are an effective way to invite your chapter members to communicate and share feedback. An annual survey can help you understand whether your chapter is meeting members' needs (e.g., meeting locations, program content).
			2. We also encourage you to conduct a short poll after each chapter meeting. This can indicate whether the content met members' needs and expectations, including educational outcomes; help you gauge the speaker's quality; and allow members to rate the meeting's timing and location.
		11. Chapter Document Storage
			1. Society-Provided Google Drive
				1. 15GB
				2. Upgradable as needed (chapter paid)
			2. Allows for Cloud-Based storage of chapter documents (and possibly other things):
				1. Chapter By-Laws
				2. Financial Records
				3. Chapter Meeting Minutes
				4. COMT Tracker
				5. Agendas
				6. Presentations
		12. Virtual Meetings & Resources
			1. It is highly recommended that your chapter purchase some form of platform to run virtual meetings with your members.
			2. Provides opportunity to interact with all chapter members & gives options for members to attend meetings.
			3. Zoom: $200/yr, GoToWebinar: $99-$199/yr, Google meet, Webex, Microsoft Teams
		13. Request for website: best practices and point of contact on website. Chapter/section leaders in community forum is a resource.
		14. Society Community Site
			1. [community.assp.org](https://community.assp.org/)
			2. Join the general discussion forums and participate in the forums for the practice specialty and other common interest groups they belong to.
			3. Can connect with other chapter leaders to ask questions and share best practices in the chapter and section leader group
		15. Roster access: Arielle discussing directions for new roster access. Email came from communities.assp.org with detailed instructions. Shared password and share with leadership teams. Make sure you logout close your browser (currently no logout button)
	1. Govt Affairs – Monica Netherly
		1. Govt Affairs Committee
			1. **Purpose**: Influence the regulation, legislation, and development of policy relating to occupational safety and health by building meaningful and collaborative relationships with stakeholders and by engaging ASSP members in governmental affairs activity
		2. Govt Affairs liaison
			1. **ASSP ARVP Region 1**
				1. Monica Netherly, CIH, CSP
			2. **California**
				1. Dawn Langer, CSP – Bakersfield
				2. Michael Geyer, P.E., CSP, CIH – Bakersfield
				3. Krizia Jurczyk, M.S – Long Beach
				4. Monica Netherly, CSP, CIH – San Diego
				5. Mark S. Stone, CSP, CIH – San Francisco
				6. Richard M. Warner, CSP, CIH – Orange County
			3. **Hawaii**
				1. Terra Lee Laverty Haehn, CSP, ASP, OHST –  Hawaii
			4. **Oregon**
				1. Katie Bridges – Cascade
				2. Michael A. Hill, CSP – Southern Oregon
		3. Government Affairs Chairs Key Responsibilities
			1. Review Society Guidelines
			2. Monitor Local Issues
			3. Inform members
			4. Publish articles
			5. Encourage Letter Writing
			6. Focus on Government Relations
		4. Govt Affairs Chair Resources
			1. [Government Affairs Checklist on How to Impact Public Policy](https://www.assp.org/docs/default-source/advocacy-tools/gac_checklist_04_2019.pdf?sfvrsn=c282dc47_0)
			2. [How to Approach Staffers](https://go.cq.com/knowlegis-12-dos-and-donts-when-approaching-congressional-staffers-free-download.html)
			3. [Top Ten Simple Steps to Advocacy Success](https://www.assp.org/docs/default-source/advocacy-tools/toolkit-assp_ga_top_ten.pdf?sfvrsn=61eddb47_0)
			4. [ASSP Government Affairs Action Plan](https://www.assp.org/position-statements)
		5. ASSP Government Affairs Checklist: Top 10 Simple Steps to Advocacy Success
			1. Know your elective officials
				1. Send an introductory email or letter
			2. Introduce yourself to your elected officials
			3. Invite an elected official to speak at a chapter event
			4. Know the legislative calendar for your state
			5. Identify a Chapter GA Chair
			6. Know who serves on ASSP Government Affairs Committee and which GAC member is assigned to the region.
			7. Review ASSP’s GA priorities and include GA in your chapter’s strategic plan
			8. Complete the ASSP GA training module
			9. Review ASSP’s Advocacy Toolkit
			10. Bookmark ASSP Government Affairs and subscribe to the GA Update
		6. Priorities
			1. Exploitative Child Labor
			2. Professional Certification: Legislation and Regulation
			3. OSHA Emergency Temporary Standard for COVID-19
			4. OSHA Standard and Emphasis Program on Heat Stress
			5. The Role of Voluntary National Consensus Standards in Occupational Safety and Health
			6. Government Recognition Programs for Occupational Safety and Health
			7. Injury and Illness Recordkeeping Required by OSHA
			8. Professional Safety Practice
			9. The Role of Government in Occupational Safety and Health
			10. Support for Occupational Safety and Activity by the Public Sector
			11. Universal Coverage of Government Employees
			12. Use of Independent Auditors
			13. Workplace Violence
		7. Federal OSHA – Heat Illness Proposed Rulemaking
			1. Federal Register – OSHA Proposed Rule
				1. Published on August 30, 2024
				2. Applicable to all employers
				3. Covers construction, maritime, and agriculture sectors
				4. Outdoor and indoor work environments
				5. Requires a written plan for control of heat hazards
			2. Key Measure of the Heat Injury and Illness Prevention
				1. Heat Hazard Assessment
				2. Heat Illness Prevention Pla
				3. Training and Education
				4. Emergency Response
				5. Recordkeeping
			3. Pros
				1. Enhanced worker safety
				2. Clear guidelines
				3. Preventative measures
				4. Training and Awareness
				5. Public participation
			4. Cons
				1. Implementation cost
				2. Administrative burden
				3. Compliance challenges
				4. Potential for Overregulation
				5. Variability in Heat Exposure
			5. ASSP National Call to Action
				1. Comments
				2. ANSI/ASSP A10.50 Heat Stress Standard [Construction and Demolition Operations]
				3. ASSP Standards Development Committee
				4. Comments due to OSHA: December 24, 2024
				5. Comments due to ASSP: October  31, 2024
				6. Seeking preliminary insights and thoughts from membership
			6. ASSP Original/Current Overall Position
				1. <https://www.asp/org/position-statements>
			7. Cal-OSHA Adopted Standard

California Indoor Heat Illness Prevention Standard

California Code of Regulation, Title 8, Section 3396

Adoptive June 20, 2024

Effective July 23, 2024

Brief Overview

Temperature Threshold

Indoor workplaces 82°F or higher.

Shield from radiation sources

Employer Requirements:

Water

Rest and cool-down areas

Assessment and Control Measures

* + - 1. Washington OSHA -Rule Adoption
				1. Voluntary Use of Personal Protective Equipment (PPE)

CR-103

Issued by Washington State Department of Labor and Industries

Effective October 1, 2024

Applies to construction (WAC 296-155-249), agriculture (WAC 296-307-10030) and general industry (WAC-296-800-16080)

Employee use of voluntary PPE, even when not required by an exposure assessment.

PPE cannot create an additional hazard.

Employers not required to purchase, store, maintain or provide voluntary use PPE

Doesn’t apply to situations covered by existing rules on required PPE

* + - 1. Fed OSHA – Proposed Rulemaking – Lead
				1. **Lead Proposed Rulemaking**

Published in Advance Notice of Proposed Rulemaking (ANPRM) on June 28, 2022.

Revised standards for occupational exposure to lead based on medical findings based on blood lead levels.

Agency is gathering comments from construction stakeholders

No updates since being published.

* + - 1. California Proposed Rulemaking
				1. **Heat Illness Prevention Certification – California SB 2264**

Introduced 2/8/2024 by Joaquin Arambula (D-CA)

Referred to Assembly Labor and Employment Committee

Proposed law to commence July 1, 2028

Employee Requirements

Obtain training within 30-days of hire and maintain it

Employer Requirements

Integrate heat illness prevention certification into on-the-job training.

Cover necessary expenses related to obtaining the certificate

Compensable hours

Existing certification is not a condition of employment

State Requirements

Develop heat illness prevention certification process (on-line) by July 1, 2028

* + - * 1. Oregon Proposed Rulemaking

**Hazard Communication**

Proposed adoption of Federal OSHA changes to hazard communication

Published May 20, 2024, in Federal Registrar

Align with recent Fed OSHA updates

New rules finalized by November 16, 2024

Key Updates includes:

Revised criteria for classifying health and physical hazards.

New provisions for updating labels and labeling small containers.

Adjustments related to trade secrets.

Technical amendments to safety data sheets (SDSs).

Revisions to definitions used in the standards.

**Oregon Permissible Exposure Limits (PELs)**

Revisions to Oregon Permissible Exposure Limits (PELs)

Evaluations conducted by PEL Advisory

Manganese

Adopted September 1, 2021

Effective September 1, 2022

Lead

Pre-proposal phase

Rulemaking process  initiated in late 2017, restarted in May 2023

Lead Advisory Committee

Questions – Fill in later from recording

Lunch

* + - 1. Website update: Amanda was able to add the best practices to website.
			2. Student Affairs Update – Tina Holland
				1. Vision: **Reinforce the value of membership to ASSP Student Members by working with Chapters and Student Chapters to address current barriers and challenges.**
				2. Student member Benefits

Reduced Membership Cost

Networking Opportunities

Free Practice Specialty and Common Interest Group

Free Webinars

Access to Scholarships

Career Resources

Free Year Membership after Graduation; 50% off second year

See website for more information: https://www.assp.org/docs/default-source/default-document-library/combo\_benefits\_and\_infographic\_230822.pdf?sfvrsn=baab6946\_0

* + - 1. Student Member Needs:

Career Track Information

Support Network

Financial Assistance

Technical Information

Graduating/Almost Graduating Student

Financial Assistance

Internship Development/Assignment

Research Opportunities

Peer Reviewed Journals and Research

Mentorship

Post Graduation

Job Pipeline

Transitioning Guidance

Continuing Professional Development/Technical Information

Support for Students

Professionals Speaking at Student Events

 Invite Students to Chapter and E-Comm Meeting

 Booth at Conference or Job Fair

 University Hosted PDC/Profit Sharing

 Mentor Mixer

 Mock Interviews/Resume Review

 Round Table Discussions

* + - 1. Support for Chapter from ARVP
				1. #1: Goal Setting

 [As identified by Chapter/Student Chapter]

[As defined during meeting]

[Champion?]

[Task/Activity]

[Timeline]

[Strategic Plan]

[Budget]

* + - * 1. #2: Strategic Planning
			1. Resources
				1. Creating New Student Sections
				2. Developing Mentorship Opportunities
				3. Developing Student Centric Activities
				4. Strategic Planning Assistance
				5. ARVP: Accreditation help, Strategic Planning, Come up with Mock interview logistics, mentor mixer, brainstorming with ARVP, University Directory, go to the higher up positions and educate them, Regional Student leadership professionals conference. ARVP: needs current list of student sections. Sponsor students to PDCs. Blueprint for setting up student sections. PDC set up with tracks for emerging professionals.

Break

1. ASSP UPDATE: Living ASSP’s CLEAR Values - Arielle Semmel
	1. Created by Professional conduct committee
	2. Learn about Values and Code of Conduct and Leadership in ASSP and members you support
	3. Vision
		1. It is the vision of ASSP that safety, health and well-being are inherent rights of every worker.
		2. Members of the American Society of Safety Professionals conduct themselves with integrity and professionalism, and above all else, protect and advance the health, safety and welfare of the world’s workforce through the practice of occupational safety and health.
	4. Our Clear Values – applies to ASSP Ecosystem (members, staff, board, employers, etc). Things we do, how we do it as a part of the organization.
		1. **Community**: We provide a welcoming and collaborative environment that creates belonging and inclusivity for all.
		2. **Leadership**: We exemplify integrity and empower others.
		3. **Excellence**: We strive always to deliver our best.
		4. **Accountability**: We are ethical, reliable and trustworthy in all we do.
		5. **Respect**: We act with humility, listen to others and foster strong working relationships.
	5. UNDERSTANDING THE MEMBER EXPERIENCE
		1. At the request of the Board of Directors, the Professional Conduct Committee conducted a comprehensive review of ASSP's Code to ensure its alignment with current best practices, our CLEAR values, and the vision for the Society.
		2. This review encompassed benchmarking ASSP's code against current best practices, enhancing the code's language, seeking legal guidance, and gathering feedback from our members.
		3. As part of this review process, the Committee organized a series of focus group to understanding members exposure to ASSP's Code of Conduct and our CLEAR values.
		4. As a member and leader of ASSP, we want to empower you to talk about ASSP’s CLEAR Values and the Code of Professional Conduct.
		5. Our CLEAR values guide our behavior, decisions and actions – with our peers and our members. It is both **What we Do and How we Choose to Do It.**
	6. Focus Group Results
		1. During the Focus Groups, members of the Code of Professional Conduct Committee asked members the question:
		2. How familiar are you with ASSP’s CLEAR Values?
		3. Possible Responses:
			1. I understand them well
			2. I've heard of ASSP’s Code of Conduct, but I'd like to know more
				1. What is that? (Code of Conduct – WHAT??)
	7. What the Committee Found is:
		1. 55.7% of the participants understand the Code of Conduct well.
		2. 44.3%  of the participants are aware that there is a Code, but I could use more information to fully understand it.
		3. Code of Conduct Principles
			1. Our [Code of Professional Conduct](https://www.assp.org/about/society-bylaws-and-guidelines/code-of-conduct) is an ethical benchmark for our members. These standards bring accountability, responsibility and trust to those whom the safety profession serves.
			2. Maintain the highest standards of integrity and professional conduct, and comply with all applicable laws, regulations, policies and ethical standards.
			3. Create a safe, resilient, and sustainable workplace for all workers, while anticipating their future needs.
			4. Treat all persons with respect, dignity and fairness, in a manner that fosters equitable participation without regard to personal identity.
			5. Commit to life-long learning and continuous improvement of knowledge and skills.
			6. All members of the American Society of Safety Professionals, regardless of their membership classification or job description, commit to ethical responsibilities.
	8. Code of Professional Conduct
		1. Our Code of Professional Conduct is an ethical benchmark for our members.
			1. What it is…
			2. Self and Peer Regulation
			3. Governed by a Society Operating Guideline
			4. Supported by due process
			5. Adjudicated by peers
			6. Confidential but not anonymous
		2. What it is not…
			1. Monitoring and investigating OSH professionals and their actions
			2. Committee’s role is to adjudicate allegations in accordance with our SOG 6.11.
		3. Honor Other People’s Experience
			1. What it is not…
			2. Monitoring and investigating OSH professionals and their actions
			3. Committee’s role is to adjudicate allegations in accordance with our SOG 6.11.
		4. **HAVE YOU EVER…**
			1. What the Committee Found was:
			2. 54% of focus group participants have felt left out or noticed someone else left out of activities or conversations at Society events, meetings, conversations, or activities, etc. or have overheard or observed behavior that was inappropriate, discriminatory, belligerent or bullying during an ASSP function or in written communication.
			3. During the discussions, members shared instances where they, or others, felt excluded from conversations or activities. Feedback like this is crucial because it highlights the gaps we need to address to ensure every member feels they belong.
			4. Feeling left out can have a profound impact on an individual's experience within the Society. It can lead to disengagement, diminished participation, and a sense of isolation.
			5. By addressing these issues, we can foster a more welcoming and supportive community and strengthen ASSP.
		5. Breakout in table groups:
			1. **Think about a time when…**
				1. You felt left out or noticed someone else left out of activities or conversations at Society events, meetings, conversations or activities, etc.
				2. You overheard or observed behavior that was inappropriate, discriminatory, belligerent or bullying during an ASSP function or in written communication including ASSP social media page or site?
			2. **Consider what you might do to:**
				1. Encourage members to embrace the code
				2. Promote ethical behavior
				3. Motivate members
		6. Discussion about responses. Resources shared. Conflict resources on communities page assp.org/community-leader-resources/chapters/regional-vice-president-and-area-director-tools

Break

1. Task Force Updates – Wes Lashbrook and Mary Stine
	1. Task for Members reviewed
		1. Region 1 Representatives: Justin Molocznik Region 1 RVP, Joey Shibata (Also Hawaii Chapter Rep
		2. Co-Chairs: Mary Stine, Wes Lashbrook
		3. Survey Subcommittee Chair: Alice Yu
		4. ASSP Society Staff Representatives: Kimberly McDowell, Jennifer McNelly
		5. Members: Enrique Medina, Angel Romero, Luis Ortiz, Noelle Flores, Mary Silva
	2. Goal: To develop a PDC proposal by NOW: This Fall ROC Meeting
	3. Accomplishments: Survey of Region membership, Focus for PDC, Location and what we should link it with, Society PDC support, Proposed Draft Charter, Draft PDC Proposal for Chapter Vote
	4. Survey Results: Majority of respondents: Are in favor of the Region 1 PDC, One to two days best length of PDC, Northern California location preferred, WISE or Emerging Professionals best choice for conference type, Review of evening activities
	5. Region 1 PDC Location: Should it be link to an existing Regional Conference or a ROC? In the short term it was difficult to do either one, A ROC could be scheduled around a PDC, There is a potential conflict if this PDC is scheduled to close (in location and date) to an existing Region 1 Chapter PDC.
	6. Region 1 PDC Society Support: ASSP Staff has been very helpful in assisting us anyway they can. Hawaii was not an ideal location for them to co-host. Ideally (survey desire) Society would like to offer a CSP Certification course with this PDC. Region 1 wants full Society support in hosting this PDC. Preferred location for all taskforce members would be in California in a location in easy access to the most Region 1 members. Preferred PDC registration would be 250 attendees.  Structure of Regional PDC for 2026 and future Regional PDC has not been established.
	7. Charter Proposed Conference Name and Structure: *The Western Pacific Area Regional Safety Conference (WestPac)*
	8. Charter Draft Mission Statement: The mission of the Western Pacific Area Regional Safety Conference (WestPac) is to provide a platform for members of various Common Interest Groups (CIGs) and/or Practice Specialties within ASSP to collaborate, share knowledge, and strengthen professionalism. The conference aims to foster growth through networking, skill-building, and shared experiences of these Special Interest Groups, while addressing industry trends, challenges and promoting innovation. We will empower our members, build stronger regional connections, and strive to foster a collective voice to create a culture of safety and health within the ASSP communities and our region.
	9. Chapter Draft Vision: Making Safety Integral to Our Identity
	10. Chapter Draft Values: Member Knowledge Enhancement, Deepen Technical Expertise, Enhancing Understanding of Professional Safety Community, Experiencing each Community’s (CIG/PSs) Values, Needs and Uniqueness, Community Engagement, Expanding Professional Network and Promoting Success
	11. **First Annual Western Pacific Area Regional Safety Conference Project Proposal**
		1. Project Name: The Western Pacific Area Regional Safety Conference
		2. Project Champion: Justin Molocznik
		3. Project Sponsor: ASSP and Regional Leadership
		4. Project Manager: Regional Vice President, Region 1
		5. Stakeholders: ASSP Regional, Area and Chapter Leaders
		6. Expected Start date: January 2025
		7. Expected Completion Date: 4th Quarter 2026, Spring
		8. Region 1 to partner with ASSP Society
		9. The theme would be A Women in Safety Conference
		10. Includes all members in CIGS plan for ASSP 2025 – 2026
		11. Executive Summary: Develop and successfully achieve a viable annual Western Pacific Area Regional Safety Conference (WestPac) that provides a platform for members of various Common Interest Groups (CIGs) and/or Practice Specialties within ASSP to broaden collaboration, build professional skills and knowledge, strengthen professionalism, optimize networking opportunities, and raise awareness of Community’s value and impact of safety to everyday life.  It will strive to foster a collective voice to create a culture of safety and health within our region of all special interest groups.
		12. Risk Mitigation:
			1. ASSP offers Potential speakers/sessions – giving regional program committee access to proposals submitted for Safety 2024/2025, but not selected.
			2. Strategy support – support in pricing strategies, budget development, overall event positioning.
			3. Community alignment support - Support the connection with the CIG / PS (WISE for the first PDC) leadership team.
			4. Registration support and CEU support - ASSP can process online registration/orders through the ASSP system and automate the CEU application/award process.
			5. Logistics support – ASSP can provide support in coordinating with the event venue, including:
			6. Contract negotiations
			7. F&B management
			8. A/V, room set up management
			9. Onsite support
			10. Webpage & marketing – ASSP can provide a branded webpage with event details and a marketing plan.
			11. Investment for Onsite support, including National ASSP staff & CIG leadership (ASSP will determine the level of the support and what financial support would be available)
			12. Vote take for continuing efforts: 12 Yes, 1 No, 2 Abstain, 1 No vote. Majority approves moving forward with PDC planning efforts.
		13. Announcements about dinner at ORSO.
	12. End of Day One
2. Call to Order – Day 2
3. Chapter Roll Call – Joey Shibata Garza, Region Secretary
	1. Twenty (20) chapters present; Region 1 has a quorum.

Area 1: Traci Snyder, Area Director

* Alaska – Mark Strauss (proxy)
* Hawaii – Rob McCarthy
* Inland Northwest – Mark Wagner (proxy)
* Lower Columbia Basin – Denise Pitts (proxy)
* Midnight Sun – Not Present
* Puget Sound – Brian Padgett

Area 2: Wes Lashbrook, Area Director

* Broken Top – David Douglas (proxy)
* Cascade –Kristian Knudsen (proxy)
* Columbia-Willamette – Steven Frost
* Greater San Jose – Nirap Sainju
* Sacramento – Diana Guzman
* San Francisco – Alice Yu
* Southern Oregon – Patti McGuire

Area 3: Jose Perez, Area Director

* Bakersfield – Isabel Bravo-Perez (proxy)
* Central Valley – Melissa Robertson
* Long Beach – Chris Rainwater
* Los Angeles – Angel Romero
* Orange County – Brian Nguyen
* San Diego – Lee Donahue
* Valley Coastal – Not Present

Spring ROC 2025 Presentation: James Boretti

1. April 1 – 3, 2025
2. Kailua-Kona, Hawaii
3. Outrigger Resort & Spa
4. Night Out: Luau
5. Preview of things to do

Fall 2025 ROC Presentation Vote:

1. Puget Sound, Seattle – Brian Padgett presented
2. Vote taken – 14 yes, 1 not present, 1 no vote. Approved by majority vote.
3. Details forthcoming

DRVP Presentation/vote:

1. Rob McCarthy, Hawaii
2. Melissa Robertson, Central Valley
3. Vote taken: Melissa Robertson gets majority vote. She is the DRVP for 2024-25.

Break

Chapter Report outs

1. Midnight Sun – Bobbie
	1. **2024-25 Goals**
	2. Increasing the value of membership
	3. Maintaining our chapter status
	4. **2024-25 Struggles**
	5. Increasing member participation
	6. Filling empty Board seats
2. San Diego – Chris Malicki
	1. Successes:
		1. Student Involvement – Cuyamaca College EHS Students being mentored by Dr. Avery Fox and attending regular ASSP meetings.
		2. Social Media – New Chairman Tom Joliff working closely with Lee to make the best use of LinkedIn, etc.
		3. Nearly 70 people attended September breakfast meeting – Cal OSHA presented on new Indoor Heat Illness Regulations
	2. Challenges
		1. Succession planning
		2. Lack of EC Members at monthly breakfast meetings
		3. Maintaining profitability with no PDC in this fiscal year
3. Bakersfield – Not Present
4. Broken Top – Wes Presented
	* + - 1. The ASSP Broken Top Chapter represents Central Oregon

The Chapter has about 51 members

Meetings are held in Bend and Redmond Oregon

The name “Broken Top” comes from the name of one of the Cascade range mountains:

Full EC and maintaining Chapter Platinum Recognition

Goals

Reinstall the ASSP Chapter Values

Increase Chapter Engagement

Become known as a valuable resource in the community

Working with the Oregon OSHA Young Employee Program (O-Yes)

Provide more training/CEU opportunities for our members

Successes

Partnership with the OrOSHA. Participating in the spring and fall safety conferences in providing training and safety presentations for Central Oregon

Having a WISE chair this year, supporting the WISE Initiatives in Central Oregon

SPY and PEAK awards

Platinum status for the 2023 – 2024 season

Several networking and social gatherings held each year

1. Los Angeles – Evan and Mariana
	1. Restructure EC to spread out the duties
	2. Goals
		1. Platinum Level Chapter
		2. Events: Minimum 10 events, clear event calender
		3. Membership: increase membership by 10%
		4. Sponsorship: Create of a sponsorship program, Gain 7 minimum sponsor
		5. Establishment: Revamp the website, expand social media presence, connect/collaborate with regulatory bodies, and education institutions, emergent professionals/student scholarships program.
2. Inland NW – Traci presented
	1. **Goals:**
		1. Diversify of Meeting Locations
			1. Currently hold morning meetings
			2. Move to alternate between morning and lunch meetings
		2. Improve member participation
		3. Conduct 2 field trips for the 2024-2025 membership season
	2. **Challenges**
		1. Member attendance since COVID has not rebounded
		2. Identify methods for improving attendance
3. Pudget Sound – Brian Padgett
	1. Super Objectives
		1. Plan for the future
		2. Embrace the present
		3. Engage with existing membership
		4. Grow the membership
		5. Demonstrate the value of ASSP to the membership
	2. Membership Engagement
		1. 2023-2024
			1. We reached platinum status – which is awesome!
			2. But our most attended monthly chapter meeting was less than 30 attendees, virtual and in person
		2. 2024-2025
			1. First chapter meeting of 2024-2025, we had nearly 40 attendees
			2. Remove barriers to entry
			3. Increase communication with consistency of messaging
			4. Long term planning – two field trips and two social events
			5. Engagement
	3. Committee Engagement
		1. Targeted committee engagement allows volunteers and elected members to align what they are good at with what will benefit the chapter. What blows your hair back?!?
		2. Committee membership is not limited to elected members. If you want to help, let Bianca and me know!
		3. Committee Examples: New Member/Lapsing Member Outreach, Social Media, DOSH Liaison/Outreach, Election Committee, Event Committee, WISE Engagement Committee
	4. Building Leadership and Created Reproducible Templates to Retain Institutional Knowledge
	5. Cultivate the next generation
	6. Treasurer is mentoring interested people
	7. Aiming for Platinum
4. Central Valley – Mellissa and James Walsh
	1. 2024-25 Term Goals to achieve (Platinum Level):
		1. Boost participation in Monthly Chapter Meeting by 20%
		2. Enhance meeting frequency by scheduling a mixer two weeks before our chapter meeting
		3. Organize and deliver a symposium aimed at increasing attendance and sponsorship by 10%
		4. Provide two online monthly meetings per year
		5. Promote Women in Safety Excellence during future monthly meetings
		6. Increase student involvement from Fresno State’s Environmental Occupational Health and Safety Program
	2. 2024-25 Obstacles to overcome:
		1. Secure high-caliber speakers for keynote and breakout sessions at 2025 Symposium
5. Columbia Williamette – Brittany Johnson
	1. Goal 1: Successful GOSH in March 2025
	2. Goal 2: Increase membership recognition
	3. Goal 3: Increase support of Oregon State University student section
	4. Nicole offers list of speakers in the central valley
6. San Francisco – Shanon Winston
	1. Full board this year in 7 years
	2. Goals:
		1. Reach more people by networking meetings and technical tours in bay area, incentivizing surveys
		2. Increase student section involvement
		3. Provide CEUs for technical meetings
7. Lower Columbia Basin – Mark Cranston
	1. Lower Columbia Basin returned to in-person chapter meetings securing BREA community room as monthly general meeting place – perfect size for now.
	2. Membership 156 members, intentional growth, Meeting attendance 14.
	3. Chapter involvement with 2025 PNW Safety Symposium May 22,2025      Muckleshoot Casino Resort, Auburn, WA.
	4. General Monthly Chapter Meetings
		1. Removing the Threat of Radioactive Waste (picnic)
		2. Vitrification Plant Spring 2024 (tour)
		3. Trooper Daniel Mosqueda DUI Driving, Distracted Driving, and Aggressive Driving
		4. Heat Stress/ Physiological monitoring
8. Orange County – Jessica Vargas
	1. Improve membership experiences and value by offering tours, collaborating with other organizations, recognize member through awards, quarterly communication.
	2. Enhanced Review of the Operating budget on focus on board roles and responsibilities:
	3. Increased Community Engagement
9. Sacramento – Peter Petro
	1. Success: Sacramento Summit, growth 10%, change venue, 259 attendees; Mixer 2025, networking events, Chapter Meetings – expand HSP, WISE, BISE, have committee heads, alternate focus for common interest group
	2. Goals: More member value: CEU opportunities, Member Involvement, Chapter communications.
10. Greater San Jose – Mary Stine
	1. Road to Platinum 2024
		1. Executive Council shared and grew by 29 people, updated organization plan to 5 year terms
		2. Goals: Excellent career opportunities online, develop leadership skills from SMEs, Have networking events that are fun & collabortives, expand technical knowledge from leading experts, Provide surveys and after meeting evaluations, welcome new members
		3. Mentoring, WISE regional representatives, networking and WISE National membership support. Scavenger hunt in house for safety items for gift card
		4. Introduced strengths finder to chapter leadership.
		5. Reviewed Upcoming Events.
11. Long Beach – Luis Ortiz
	1. Watched a video on successes and challenges
		1. Grants for professional development, certifications, OTI classes funded by sponsors. Looking at sustainability. Calling members for participation.
12. Cascade – Katie Bridges
	1. Increase member involvement & communication through LinkedIn, member spotlight plan, review email communication plan
	2. Streamline processes and procedures for the chapter: creating chapter google drive, review chapter SOPs, updating/creating chapter SOPs
	3. Conduct PDC
13. Southern Oregon – Roy Harper
	1. Successful 3 day in person event -a one-day in-person PDC and a two-day Safety Conference October 2024
	2. Chapter meeting attendance is on the rise!
	3. Succession Planning and By-Laws Review
14. Alaska – Mark Cranston
	1. Goals
		1. Host ROC - Oct 3rd and 4th - Done
		2. Develop Alaska Chapter challenge coin - Done
		3. Transition meetings to hybrid - Done
		4. Improve member participation - Ongoing
		5. Increase Facebook use - Ongoing
		6. Create/use LinkedIn/ Facebook profile - Created/Ongoing
	2. Opportunity for Improvement
		1. Increase and diversify meeting attendees
		2. More field trips
15. Hawaii – James Boretti
	1. Goals
		1. Organization
			1. Identifying / mentoring emerging leaders
			2. Updating / communicating bylaws, 5-year plan
			3. Executing effective, efficient EC meetings to maximize participation, enjoy their role, and express that to members
		2. PacRim 2024 & Spring ROC 2025
		3. **Challenge**
			1. Overcoming factions / cliques / perception
16. Area breakouts
17. News Announcements/Thank you/Takeaway/Meeting Conclusion
18. Meeting Adjourned