Region 1 Fall Regional Operating Committee Meeting

Royal Willard, Region 1 RVP
Welcome

- Safe and Well in these Challenging Times
- 2\textsuperscript{nd} Virtual ROC Meeting, 1\textsuperscript{st} as Incoming RVP
Welcome to Beautiful Tri-Cities…Coming Fall 2021
Board Introductions

- Tim Bogowith, Area Director, Area 1
- Jennifer Harris, Area Director, Area 2
- Tom Logan, Area Director, Area 3
- Joey Garza, Deputy RVP, ARVP Membership
- Justin Molocznik, ARVP Secretary
- Jon Johanson, ARVP Finance
Board Introductions

- Amanda Shin, ARVP Technology & Communications
- John Price, ARVP Government & Professional Affairs
- Megan Guarducci, ARVP Special Projects
- Tina Holland, ARVP Student Affairs
- Paula Jones, ARVP Awards & Honors
Guests

- Brad Giles, ASSP President-Elect
- Arielle Semmel, Senior Manager, Communities
- Geri Golonka, Member/Communities Specialist
Chapter Roll Call

- Chapter Roll Call
- Quorum Confirmation
Agenda Review

- Fall ROC 2020 Agenda
Approval of Spring ROC 2020 Meeting Minutes

- Vote to approve Spring ROC 2020 Meeting Minute

April 2, 2020

9:00 Dan Hopwood gave a tribute to James Boretti’s leadership, presenting a photograph of a British Grand Prix in the 70’s. James will also receive a gift of wine.

9:10 James welcomed the group by talking about social distancing during this covid 19 situation.

9:15 James called the ROC meeting to order and displayed a photograph of Hawaii since the ROC was originally scheduled to be on Oahu. James welcomed Diana from Society. He talked about virtual meeting etiquette.

9:22 Virtual roll call. 16 out of 19 chapters are represented. Missing: Alaska, Cascade, and Island NW.

9:26 Agenda agreed upon by tacit approval. Chat Box unanimous approval of the Fall 2019 ROC meeting minutes.

9:30 Review the Fall 2019 meeting procedures. Vote to observe Roberts Rules of Order.

9:35 James introduced Joe Garza, our DRVP, who will service to the Fall 2020 ROC meeting. Joe also introduced our three Area Directors.

9:37 For this virtual meeting, Atis will be both the Parliamentarian and Time Keeper.

9:40 James introduced Steve Gray, our Society VP for CoRA. His topic: engaging student members. 73 student sections around the world. Our current guidelines don’t really set up student sections for success. We’ve learned that student sections are successful if our faculty advisors, instructors, and Colleges are on board as they were 15-20 years ago. Now we have 95 online courses. So, they must adapt, too. The CoRA team needs to explore how we can support student members.

9:45 Steve Gray spoke about the need for a Student Section Support Tool (3ST). Development Team to improve student engagement includes CoRA, Student Section Professional Staff, CoAA&R, and others. The overall goal is to create general value in student members and to have broader recognition efforts. Steve also talked about potential risk when implementing change. He presented 4 options for improvement. The next steps include developing a Student Section Support Tool (3ST), broader recognition levels, and having our members as the number one priority.

9:50 Steve Gray presented a series of questions from the group. James thanked Steve for his time and his presentation.

10:12 BREAK

10:20 Call to Order.

10:23 James introduced Diana Stegall, President - ASSP, and she talked about the health and well-being of all members, staff, instructors, Society’s staying informed. Currently Society is planning to keep Safety Week (May 2020) on hold but Society will meet by mid-of April. Early registration is extended to April 27. If Society makes up cancelled events registration fees will be refunded. Decisions will be made on how and when events will be held. society has posted a coronavirus site. www.assp.org/coronavirus. Society will provide members with timely and credible information. Society remains committed to the health and well-being of all members, staff, instructors, Society is staying informed. Society has published the 2020 Safety Dollar Challenge. Society is also providing member discounts. Society has extended early registration for Safety Week. Society will provide members with timely and credible information. Society remains committed to the health and well-being of all members, staff, instructors, Society is staying informed. Society has published the 2020 Safety Dollar Challenge. Society is also providing member discounts.

10:30 Q&A

10:40 James introduced Dave Skaggs, President - ASSP. Society is committed to the health and well-being of all members, staff, instructors, Society is staying informed. Currently Society is planning to keep Safety Week (May 2020) on hold but Society will meet by mid-of April. Early registration is extended to April 27. If Society makes up cancelled events registration fees will be refunded. Decisions will be made on how and when events will be held. society has posted a coronavirus site. www.assp.org/coronavirus. Society will provide members with timely and credible information. Society remains committed to the health and well-being of all members, staff, instructors, Society is staying informed. Society has published the 2020 Safety Dollar Challenge. Society is also providing member discounts. Society has extended early registration for Safety Week. Society will provide members with timely and credible information. Society remains committed to the health and well-being of all members, staff, instructors, Society is staying informed. Society has published the 2020 Safety Dollar Challenge. Society is also providing member discounts.

12:00 Meet to Close
Meeting Rules & Objectives

- Safety Space
- Chatham House Rule
  - Anyone who comes to a meeting is free to use information from the discussion, but is not allowed to reveal who made any comment. It is designed to increase openness of discussion.
- Virtual Meeting Etiquette
- Developing Leaders
- How to Effectively Run Chapters
- Tools & Resources from Society
- Region Business
Establishment of Chat Monitor

- Monitors chat and brings forth the chat questions during the meeting
- Who is willing to volunteer?
Parliamentarian and Timekeeper

- Make sure that we follow Robert’s Rules of Order
- Keep the meeting on schedule
Deputy Regional Vice President Candidates

- Position will shadow the current RVP
- Will help fill in for RVP duties as needed or act a temporary replacement for the RVP if they can no longer fulfill their duties until another RVP can be elected
- The DRVP will chair the nominations and elections committee for the Region for the election of Area Directors and RVPs
- Chairs the Region SPY Award Committee
- 1 Year Term
- Must be a Chapter President
Diversity and Inclusion

- We aim to provide an organizational culture that is diverse, inclusive, and advances equity across all aspects of our Region and Society
- Bringing together, listening to, and incorporating a wide range of perspectives makes us stronger and workplaces safer
- Across our organization and within each of our member communities, we strive to create safe and welcoming environments where differences related to factors such as race, ethnicity, class, religion, age, sex, sexual orientation, gender identity, nationality, ability and education are not only accepted but celebrated
Diversity and Inclusion

Source: https://blogs.lt.vt.edu/sbbaron/2019/04/29/diversity-inclusion/

Source: medium.com
Diversity and Inclusion

- Diversity, Equity, and Inclusion Task Force
  - Development of a recommended strategy and action plan to help ASSP better support a diverse membership reflective of the occupational safety and health (OSH) profession
  - Plan to be submitted to the board in January 2021
Diversity and Inclusion within ASSP

Jen Harris, Area Director, Area 2

• Women in Safety Excellence
• Hispanic Safety Professionals
• Blacks in Safety Excellence
2020-2021 Leader Onboarding: Leading in Uncertain Times

Brad Giles, ASSP President-Elect
Region 1 Update

ARVP Treasury
ARVP Student Affairs
ARVP Awards and Honors
Student Affairs

- Remember your student sections
  - They are having to make the same changes we all are
- Remind them about scholarships available and deadlines for applications
Student Affairs

- **Student Sections Value Tool**
  - Acts like the COMT for Student Sections
    - Planning
    - Tracking
    - Recognition
  - Beta testing starts this year; all student sections can participate
  - Formal role out is planned for 2021-2022
Awards, Honors, and Recognition

Why?

- Models what outstanding Chapters and Society do consistently!
- Serves as a motivator for current and future members
- Showcases the value of a Member’s efforts on behalf of the Chapter/profession
- Is a sign that Leadership understands the importance of member engagement and works to perpetuate that
- Is truly earned and meets stipulated criteria so as to strengthen the value of said recognition
Awards and Honors

- **How?**
  - Chapter SPY (Safety Professional of the Year) Award
  - Region SPY
  - President’s Award
  - Speaker of the Year
  - Long Service Award
  - Golden Hard Hat Award
  - Published Article Award
  - Dedicated Service Award
  - Rising Star Award

- **How?**
  - New Member of the Year Award
  - Scholarships
  - Mentor of the Year
  - Common Interest Group and Specialty Practice Awards
  - Student of the Year Award
  - Student Publication
Recognition

- New Members
- Committee Chairs
- Standing Committee members
- Special Projects
- Outgoing Chapter Officers
- Community involvement
- Recognizing personal certifications/designations/degrees
- Outstanding Service/Volunteer
- Member-get-a-Member campaigns
- Recognizing those that Chair a function such as Chapter PDC
- Work that resulted in raising the Chapter Recognition level (Silver to Gold)
- Published articles in PSJ or other journal/publication
- Member Spotlight in newsletters
- Hall of Fame
Awards, Honors, and Recognition

Which three will you commit your Chapter to this year?

1.
2.
3.
Chapter Operations Management Tool (COMT) Update

Tom Logan, Area Director, Area 3
Making the Most of Virtual Meetings and Resources

Amanda Shin, ARVP Technology & Communications
Megan Guarducci, ARVP Special Projects
Chapter Report Outs
Alaska Chapter

Goals
1. **Increase member/future-member participation in virtual monthly luncheon/technical presentations.**
2. Maintain current membership levels (currently 313).

Steps to achieve these goals:

**Monthly Virtual Luncheons/Webinars**
- **Presenters** – We have typically recruited local speakers for our in-person monthly luncheon technical presentations. However, as the luncheons are now virtual, we now have the opportunity to reach out globally for speakers, and believe we can provide increased value delivery to our members with this larger pool of speakers and topics.
- **Open Invite** – Follow-up with non-member registrants
- **Utilized Event Espresso for registration**
- **Payment to Speaker**

*September Virtual Luncheon – Dr. Meagan Schaffer, COVID-19 expert – more registrants than ever before. Participants*
AMERICAN SOCIETY OF SAFETY PROFESSIONALS BAKERSFIELD CHAPTER

TRANSITION TO A VIRTUAL PLATFORM AND PERFORMANCE (Approximate #'s):

<table>
<thead>
<tr>
<th>Activity</th>
<th>Before</th>
<th>After</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monthly Meetings</td>
<td>95-110</td>
<td>81</td>
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<tr>
<td>Executive Committee Mtg.</td>
<td>65%</td>
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<tr>
<td>Hispanic Safety Professionals- English</td>
<td>150</td>
<td></td>
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<tr>
<td>Hispanic Safety Professionals- Spanish</td>
<td>100</td>
<td></td>
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PDC

- Trenching Safety (joint venture with D2000 Safety).
  - $2700
- Mobile Elevated Work Platform (MEWP) ANSI A92.22/A92.24.
  - Projected $7200
- WISE Event
  - Projected $4000
- ASP/CSP Prep (joint venture with SPAN/ClickSafety)
  - $50
Hawaii Chapter

2020 Chapter Goal
Establish written agreement and partnership with Kapililike to provide OSHA 10/30 Hour training for Construction Industry. ASSP Chapter members will teach these courses.

Kapililike is a Native Hawaiian organization that provides construction industry vocational training, counseling and job placement to at risk youth to help them secure stable employment and a solid future.
ASSP
Long Beach Chapter
2020 – 2021 Goals

1. Conduct technical sessions relevant to the diverse industries and backgrounds of the chapter members
2. Increase outreach to inactive and potential members leveraging local educational institutions
3. Conduct more targeted community outreach connecting with small businesses and schools
“Virtual” Pivot

- **History**
  - No transfer of knowledge
  - 1 webinar in 3 years
  - Surveyed membership in July

- **Technical**
  - Zoom research
  - Practice, practice, practice!

- **Speakers**
  - CTAs
  - Outreach
  - Referrals

- **Events**
  - 3 webinars, 4 ExCo Meetings
  - 15 virtual events penciled in

- **Engagement**
  - “Meet the Board” Video
  - WhatsApp Group (internal)

.../company/assp-los-angeles
2020-2021 Chapter Goals

- Member Engagement – Local area is still under COVID restriction – Virtual Platform – Zoom – Low turn out with general members. Need entertaining speakers to get members to engage Zoom meetings – not just dinner social interactions.

- Member Retention – this is going to be TOUGH year.
  - Lose of jobs;
  - Increase in dues from last year
Orange County 2018/19 Success

Hosting Joint Meetings
- Joint Technical Symposium
- OCRIMS
- ASSP LB
- AIHA
Puget Sound Chapter

- Resume monthly Chapter meetings
  - Take advantage of the virtual meeting format
    - Inviting speakers that live out of the area or who typically would not be able to attend our meetings.
    - Encouraging attendance by members who typically cannot attend due to logistics (example- other sections, student section).

- Explore options to continue to offer a remote meeting attendance option even when we can meet in person again.
  - Optional $20 meeting fee for virtual meetings will go towards a Chapter AV/Virtual Meeting fund to assist with purchase of equipment to make virtual meetings easier and more effective going forward.
San Diego Chapter
2020-2021 Challenge: Our First Virtual PDT

- Professional Development Training
- Engaging Content & Speakers
- Admission Scale
- “Live” element challenges
WORKING TOGETHER FOR A SAFER, STRONGER FUTURE.
2020-2021 Goals

**Goals:**
- Joint Meetings & Shared Chapter Happy Hours
- Virtual Meetings & Virtual Safety Tours
- Offer a greater amount of Job Offers online

**Stretch Goals:**
- Grow membership above 600
- Maintain Platinum Level

**Major Challenges:**
- Spread out membership
  - Continue to offer Free Technical Talks & Safety Tours
- Continue to grow monthly attendance to our events
COVID-19 has been a challenge for many, but it has also helped us peek into our creativity and open doors that we thought were closed.

One of our major goals this year:

- Reach out to the Public Sector and the Ag community to increase southern region participation.
- Shortening the distance and make meetings more accessible.
July 7th, 2020 Chapter Meeting
The Oregon OSHA Response to the COVID-19 Pandemic
Recorded Presentation

Click the video above to view the presentation. Click the Title to view on YouTube or the lower right corner to watch full-screen.

Handouts
- PowerPoint Slides
- Face Covering Guidance

Program Description: This session was held to bring you up to date on Oregon OSHA’s response to the COVID-19 pandemic that has decimated all our lives. Our friend from OSHA, OSPH, and other expert speakers will share what the agency is doing to help Oregon employers and employees in the fight against the coronavirus. They discussed what Oregon OSHA has done and is doing, what resources Oregon OSHA has determined to be the most trustworthy, and how the current pandemic has affected Oregon OSHA’s business model. If you missed the presentation, please listen to this recorded webinar presentation to get the latest on Oregon OSHA’s efforts.
Chapter Report Outs

- Inland Northwest
- Midnight Sun
- Cascade

- Sacramento
- Central Valley
- Valley Coastal
2020 Leadership Conference: Oct 1-2

- Build network
- Improve leadership skills
- Position leaders for success
- Share knowledge
Leadership Development Opportunities

- Regional leadership opportunities
  - Area Director, Area 1(A)
  - Area Director, Area 3(C)
  - Several Practice Specialty and Common Interest Group positions

- ASSP Leadership Conference
- Future Safety Leaders Programming
  - Moved from Conference to Programming
  - November 2020 – March 2021
Introducing the Construction Safety Toolbox

What: A new online resource for safety professionals in the construction industry.

Why: To help safety professionals find solutions to the unique hazards found on construction and demolition sites.

Member Benefits: Free online resources including articles, webinars and podcasts addressing key safety issues facing the construction industry.

ASSP.org > Resources > Construction-Safety
Support for Out of Work Members

- ASSP has a **hardship membership program** available to members who have lost their jobs
  - Members can contact ASSP Customer Service at customerservice@assp.org or +1-847-699-2929 to learn more

- Encourage members who have lost a job to continue to check the **ASSP Career Center** for job openings at jobs.assp.org
Cancelled Airfare Expense Tracking Form

- Maintains Chapter Funds for Cancelled Air Travel
- Issues with Airline Reimbursement
  - Could result in no officer fault lose to chapters
- Not for Personal Use
  - If so need to reimburse chapter
Return to Face-to-Face Chapter Programming Guidance

Royal Willard
Regional Vice President
Region 1
Initial Considerations

- Is an in-person meeting necessary?
- What are the current local, state and federal guidelines?
- What is ASSP doing?
- How will chapter finances be impacted?
- How may your chapter’s reputation be impacted?
Proceeding With In-Person Events

- Venue considerations
- Pre-event attendee communications
- On-site during your event
Venue Considerations

- Contract terms and flexibility
- Meeting space & social distancing
- Personal hygiene equipment
- Remote support options
- Venue’s processes and guidelines
- Dealing with food
- Other safeguards or controls that may be provided or required
Pre-Event Attendee Communications

- Prioritize the safety and health of all
- Individuals that do not feel well or may have been exposed should not attend
- Safety processes and policies in place for the event
On-Site During Your Event

- Prepare to follow local and state requirements
- Avoid distributing printed materials
- Avoid shared food
- Use no-contact methods of greeting
- Verbally reiterate processes and policies outlined in pre-event communications
Additional Resources

- Center for Disease Control - Considerations for Events and Gatherings
- World Health Organization: Mass Gatherings and COVID-19
- ASSP COVID-19 Resources Page
- ASSP COVID-19 Webinar Page
- Chapter and Section Leaders Group on online ASSP Community
Broken Top Section Chapter Formation
Broken Top Section Chapter Formation

- Currently a section of Cascade Chapter
- Section has been in operation for two years
- Maintained a membership over 40 members
- Formed a Partnership with COSHA
- Completed the Chapter Formation Process
  - Chapter Formation Forms
  - Proposed Bylaws
  - Passed Membership and Executive Meeting Records
  - Rough Draft of Articles of Incorporation Form
Broken Top Section Chapter Formation

- **Statement of Need:**
  - Geographic Separation Challenges
  - Central Oregon has Grown and Continues to Grow Considerably
  - Industry has Followed this Growth

- **Risks:**
  - Maintenance of Leadership/Succession Planning
  - Lose of Membership
<table>
<thead>
<tr>
<th>Highly recommended</th>
<th>Statement of Need</th>
<th>Demonstration of Member Interest</th>
<th>Statement of Sustainability</th>
<th>Demonstration of Ability to Meet or Exceed Requirements</th>
<th>Overall</th>
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<tbody>
<tr>
<td>Petition clearly articulates a need for the community, provides a strong value proposition for members and ASSP, and an active, proactive plan for addressing anticipated challenges.</td>
<td>Petition includes well-organized documentation of growth through minutes and attendance records of community meetings and a significant number of member signatures.</td>
<td>Petition demonstrates active and creative program for assessing member interest and succession planning.</td>
<td>Petition demonstrates excellent understanding of chapter charter requirements and provides a strong plan to exceed the requirements.</td>
<td>Petition demonstrates strong communication with parent chapter, regional leaders, and Society.</td>
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<tr>
<td>Recommended with minor adjustments</td>
<td>Petition articulates a need for the community with good value proposition for members and ASSP, and an active and responsive plan for addressing anticipated challenges.</td>
<td>Petition includes documentation of stability through minutes and attendance records of section meetings and member signatures.</td>
<td>Petition demonstrates experience with assessing member interests and succession planning.</td>
<td>Petition demonstrates good understanding of chapter charter requirements and provides a good plan to meet the requirements.</td>
<td>Petition demonstrates good communication with parent chapter, regional leaders, and Society.</td>
</tr>
<tr>
<td>Requires major adjustments</td>
<td>Petition articulates some need for the community or low value proposition for members and ASSP; petition does not recognize challenges or the plan to address challenges is unrealistic.</td>
<td>Petition is missing some documents related to past community meetings or shows declining participation and a low number of member signatures.</td>
<td>Petition proposals for assessing member interests and succession planning are minimal.</td>
<td>Petition demonstrates poor understanding of chapter charter requirements.</td>
<td>Petition demonstrates low communication with parent chapter, regional leaders, or Society.</td>
</tr>
<tr>
<td>Not recommended</td>
<td>Petition does not articulate a clear need for the community or value proposition for members and ASSP; petition does not include adequate plan to address challenges.</td>
<td>Petition does not include documents related to past meetings and has a minimal number of member signatures.</td>
<td>Petition proposals for assessing member interests and succession planning are extremely limited in scope or unrealistic.</td>
<td>Petition demonstrates little to no understanding of chapter charter requirements.</td>
<td>Petition demonstrates little to no communication with parent chapter, regional leaders, and Society.</td>
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Broken Top Section Chapter Formation

- Discussion
- Vote
Deputy RVP Vote/Nominations Committee
Deputy RVP Vote/Nominations Committee

- Candidates
  - Traci Snyder, President, Lower Columbia Basin

- Deputy RVP Vote

- Regional Nominations Committee
  - DRVP is the Chair
  - All AD’s
  - 2 Chapter Presidents
ROC Planning
ROC Planning

- Spring ROC 2021
  - Original plan was to push the Spring ROC in Hawaii back one year
  - May need to plan for this to be a virtual event

- Fall ROC 2021
  - Lower Columbia Basin Chapter has agreed to host the Fall ROC 2021
  - Are any other chapters wanting to host for Fall 2021?