



ASSP Northern Ohio Chapter: Executive Committee Meeting Minutes

Date | time July 25, 2024 @ 6:00 PM
AM Higley Building, 3636 Euclid Ave, Cleveland, OH 44115

In Attendance

Matt Baker, Valerie Baker, Iris McCon, Pat McCon, Chet Brandon, Bob Gates, Dave Perry, Holly Bollin, Weldon Maples, Randall Hines, Andrew Johnson, Jim Chambers

Quorum of Executive Committee members is present.

Call To Order/Approval of Minutes

Meeting called to order by Matt Baker at 6:12PM

Minutes from 5.21.24 approved.

Safety Moment

Working with glass – PPE

Fire Alarm checks after IT outages (i.e., CrowdStrike on 7.19.24)

Recognitions

The chapter received Platinum Status!

ACTION ITEM: Send Andy SPY Award recipient information to post on website.

Valerie and Matt published in Professional Safety Journal

Good attendance at Safety Day at the Zoo with Greater Cleveland Safety Council on 6.26.24

Finance Report

\$38K in Checking Account

\$8500 in Savings Account

\$4100 in PayPal Account

Andy will complete spreadsheet for COMT to file taxes for chapter.

Discussion about securing a Chapter Credit Card.

ACTION ITEM: Andy will research and discuss options with PNC. Motion to move forward with this was made by Chet, seconded by Jim. Motion passed unanimously.

Committee Reports

Events:

- July 26th Technical Meeting- 22 have signed up to attend the Material Handling Safety presentation at the Youngstown Historical Center of Industry & Labor
- August 15th – Greater Cleveland Safety Council. Jim Chambers will speak.
- August 22nd Technical Meeting – Boiler Safety and Prevention will take place at Chet and Matt's (1013 E. Strub Rd, Sandusky, OH 44870) at 5:30pm
- ROC will be held in Columbus on September 26-27
- September 27th Technical Meeting – Hinckley Lake Dam Project and cookout
 - **ACTION ITEM:** Valerie will invite the McKinley Chapter to attend.
- October 2-3 – BWC and NOHIO ASSP Safety Expo – Niles Ohio
 - Chapter Social on Wednesday evening. *More details to come.*
- Discussion about December Meeting and Holiday Celebration
 - Valerie working to secure Cleveland Fire Museum. *More details to come.*
- Beginning to schedule for 2025 – send presentation ideas or locations to Valerie or Pat
- **See the schedule on the website for a complete list of meeting dates, times, and locations.**

Agenda Topics

- COMT review
 - Due August 15th
 - **ACTION ITEM:** Holly will schedule a Team's meeting with Matt to complete.
- NPETE Class Discussion 8/13 – 8/15
 - Share class information with members?
- Introduction of new officers:
 - Matt Baker, President
 - Dave Berry, Vice President/President Elect
 - Andrew Johnson, Treasurer
 - Weldon Maples, Secretary
 - Jim Chambers/Betty Ann Brewer – Advisory Group Members
 - Randal Hines, Membership Chair
 - Valerie Baker, Events Chair
 - Holly Bollin, Past President
 - **ACTION ITEM:** EC members send headshots to Andy to update website.
 - **ACTION ITEM:** Matt will follow up with Patel Kruttika to chair Social Media Committee
- Safety 2024:
 - Valerie, Chet, and Randy will attend the conference in Denver.
- Feedback on EC meeting location and date/time.
 - Thursdays at 6PM.
 - Continue to use AM Highly building for working meetings.

Announcements and Discussion

- University of Findley Student Chapter discussion. Matt will reach out to school as well as the Detroit Chapter and Regional Vice President to discuss options for becoming part of Northern Ohio Chapter and/or continue to develop a relationship with this Student Chapter. Invite students to the August 22nd Technical Meeting in Sandusky.
- ASSP Elections and speakers for Safety 2025 open – Chet can advise/assist.

- Scholarship:
 - 2024 recipient is Jillian Cugini of Lorain Community College receiving a degree in Industrial Safety. *Invite to an upcoming Technical or EC meeting.*
 - Discussion about increasing the amount of scholarship money or creating a second scholarship – what is the process and which option is better for chapter? Topic tabled.
 - **ACTION ITEM:** Holly will follow up with ASSP Foundation to correct contact information for notifications.
- Mentoring – Holly and Betty Ann will chair this committee.
- Regional Operating Committee will be held in Columbus.
- Discussion on monthly leadership meetings attendance. Holly will reach out to ASSP to make sure everyone is aware of new officers and will forward meeting information to Matt. **ACTION ITEM:** Executive Committee members check contact information on ASSP website to make sure information is correct (phone, email, etc.)
- Motion made to adjourn meeting made by Chet, seconded by Andy. Motion passes.
- The meeting adjourned at 7:36 PM.

Next Meeting

Thursday, September 12, 2025 / 6:00 PM

TBD: Lockkeeper's (8001 Rockside Road, Valley View OH 44125)

Confirmation will be sent to Executive Committee