

**NEIL ASSP Chapter Monthly Board Meeting**

**Submitted By: Jay Braffett, CSP**

**March 21st 2025**

**Attendance:** Claire Obuchowski, Jay Braffett, Sheri Lesak, Amy Beug, Toma Balaci, Bob Wasick, Ted Hogan, Tanner Panozzo, JD Horst (3 Rivers), Kamran Malik (student), Jailene Benitez (student), Jennifer Schaumberg (student), Brandon Jeralds (3 Rivers)

**Meeting Call to Order**: **Jay Braffett 10:05am**

**Board Member Reports**

1. Secretary - Claire Obuchowski
   1. Past Minutes - no comments, minutes posted on website
   2. Claire met with Tim yesterday to create the presentation evaluation Google Form and QR code.
2. Webmaster – Claire Obuchowski/ Tanner Panozzo
   1. Claire and Tanner met to go over the website. Officers were updated (added Kamran & Tanner, removed Jaime).
   2. Headshot updated for Tanner.
   3. Posted resume for Dave Flynn under Jobs.
3. Treasurer – Toma Balaci
   1. Report attached at the end of the document.
   2. Jay received reimbursement check for 2025 Orlando ASSP Conference and will be reflected in April Report.
   3. The Corporate Resolution form should be ready by next chapter meeting to be voted on and start the process shortly after to transfer names on our investment account.
4. Newsletter – Tori Bankson (not present)
   1. Jay to reach out to find out about the newsletter.
5. Membership – Mike Thermanson (not present)
   1. Jay to reach out.
6. Chicagoland Safety and Health Conference – Sheri Lesak and Amy Beug
   1. NIU made an announcement that the department who runs it is being restructured so it may affect the contracts. Dee Malm is retiring (registration).
   2. Contracts need to be approved/signed and will be sent out to 3 Rivers and Greater Chicago and presented back to NIU. Just need to change over to Amy’s name.
7. Awards and Honors – Bob Wasick
   1. Nothing new. Mentioned the SPY award to the group last meeting.
8. NIU Student Section Advisor – Dr Ted Hogan
   1. Working to get 10 members and want to win outstanding student section.
9. President Elect & Sponsorship Chair – Open position
10. Past President – Tim Janis (not present)

**Past Business**

* President and President Elect Chapter by law tenure change approved by board submitted to ASSP Chapter Services
  + Approved by Region V President and VP and ASSP Chapter Services
    - Quorum vote completed on Feb 21st group meeting with approval
      * Results added to minute notes and shared with Region V leaders
  + Approval confirmed by Region V President and VP and ASSP Chapter Services
    - New By-Laws sent to NEIL ASSP Board Members
    - President and President-Elect- 2 year term
    - Section 4 The term of elected Chapter officers shall be July 1 to June 30.
* Increase Chapter interaction and participation with NIU Student Chapter
  + Board voted unanimously to add Kamran Malik to the NEIL ASSP Board as the NIU Student Section Coordinator
* ASSP Communities Incentives Form
  + Completed and 10 ASSP hats have arrived
  + To be determined best way to distribute (raffle at meeting?)
* Board vote to order new Presentation Projector – holding off on vote
  + Can we continue to use the speakers at Maggiano’s for free?
  + Bob is going to check with Maggiano’s about price and adding it to our contract.
* Future board meetings virtual discussion
* Webmaster position filled with Tanner Panozzo accepting the position – picture updated.
* Tin Janis Established CEU credits for attending meetings
  + We need to submit the info early and get outlines of presentations to submit.
  + Tim Janis got this setup for Feb 21st meeting and the process has started for our March meeting
  + E-mail sent to all members communicated the new CEU credit edition to our meetings

**New Business**

* 2024 – 2025 Monthly Meeting Upcoming Schedule
* March 21st 2025
  + Confined Space Rescue – Sean McNichols
    - Confirmed
* April 25th 2025
  + EMS for the Safety Professional– Mick Fleming
    - Confirmed
* May 23rd 2025
  + LOTO Applicable to the Safety Professional – Aaron Gelb
    - Confirmed
* 3 River ASSP Chapter submitted a collaboration template to support the NIU Student Safety Department
  + - JD Horst and Brandon Jeralds to attend March 21st NEIL ASSP Board meeting to discuss
    - JD presented some ideas for equipment calibration, food, funding charges for memberships, networking event
    - Toma - Bring in the Chicago Chapter as well?
    - Toma - Bring back resume nights?
    - Trying to get ByLaws done by April 1st (when they have 10 people)
    - Will vote in April after comments and discussion
* Spring Regional Operational Committee meeting – St Louis, MO
  + April 3rd and 4th
  + Agenda shared with the NEIL ASSP Board
  + NEIL ASSP Presentation to be completed and submitted to Region 5 VP
  + NEIL ASSP President to present on behalf of the chapter
* Jaime Feinberg resignation as President Elect
  + Need to fill vacancy
  + Person must consistently attend monthly meetings and attend ROC meetings the year before transitioning to President
  + Section 9 The Chapter activity year shall be from July 1 to June 30
  + Section 5 Election of officers for the ensuing year shall be held no later than the May meeting
  + Submit the names of Chapter officers and advisory group member(s) elected for the ensuing year annually by May 31 to the Area Director, the Regional Vice President and Society Headquarters.

**Meeting Adjourned 11:04am**

