**Purpose:** To promote the advancement of the safety profession and development of members in our geographical area.

**Date: Wednesday, July 12, 2023**

**Time: 5:30pm**

**In Person Zoom Meeting**

**Meeting Called to order (time): Approx 5:32pm**

**Attendees: Matt Phillips, Avery Carter, Guy Butts, Michael Stid, Amy Henderson, Jon Lehman, Susan Jones, Janet Brooking (Guest) Joey Tilghman (Guest)**

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| **Topic** | **Presenter** | **Notes** |
| **Call to Order/Welcome** | Matt |  |
| **Review & Acceptance of Previous Month’s minutes** | Matt | No Meeting in June. May’s meeting notes accepted. Introduction to new format for minutes. |
| **President’s Discussion** | Matt | * Matt introduced Joey Tilghman to the team. Joey has expressed interest in joining the board as a chair. Matt will talk with Joey later this week to determine where he will be able to best serve the board. * COMT for 2022 -2023 has been submitted. Based on points, looks like we will be close to achieving platinum status again. Great work to everyone! * With new year coming, think about how we can add more value to our members.Annual Chapter Operations Plan is due in August. Think about what we want to accomplish this year and provide feedback to Matt prior to next Executive Board Meeting. * Trying to establish a school group to align with has not panned out due to lack of safety courses in Area. Any other ways we can forward our profession? * Chapter Service Award – Be thinking about nominees for this award to be given at our mixer in December. Would like to open nominations in September and close in October. * Matt to provide updated Executive Board roster and final updates to bylaws to region for review. |
| **Vice President’s Update** | Michael Stid | * Discussion of Region VI PDC Sept 13-15 2023. Need Liaisons. Guy will serve as one. Amy will see if she can attend. (Turns out it is during our Corporate Safety Assessments so I will not be able to go☹. * Michael also asked the group about taking on looking into some additional varied activities and offerings the chapter might pursue to continue to add value to the membership. Several past initiatives were discussed (breakfast & lunch meetings, meeting in Charlottesville etc.). Mike has agreed to take this on as a project and discussed developing a survey to go to membership. Michael will work with Avery on this. |
| **Treasurer’s Update** | Guy Butts | * Financially in a good position for new year. |
| **Secretary’s Update** | Amy | * Jon sent Amy info on upcoming meeting to submit for CEUs |
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| **Chapter Communications** | Avery | * Avery is cleaning up site, making sure job postings are up to date. * We now have an Instagram page in addition to our other social media presence. * Need to be more active in posting to social media. If you have access to the accounts and have stuff to post that meets ASSP guidelines, please post!! * Matt requested that information & write ups for upcoming meetings through December be provided to Avery & posted to the site ASAP so that notifications and advertising can begin for the new chapter year |
| **Program Chair/ Professional Development** | Jon/  Michael | * July-Possible Tidewater meeting or mixer at Richmond Kickers. * September- Mark Ames of AIHA. Sept. 19th. Waiting for up. * October-Luck stone in Powhattan. Possibly late Oct Jon to get with Heyda. * November 13th-Annual dinner at New Market. Scheduled time. VOSHA aware. Marta to present. Comish or Asst. to attend. Upstairs entirely. We will honor John at the time with PowerPoint. Inviting his family. * December-Mixer-Friday December 8th Buzz and Neds. Reserved. * January-Fire Group turn to host. Jon trying to reach out. Fire Group not meeting.   Considering this month for 2-hour suicide workshop. Perhaps a mixer after.  **Other Meeting Updates**   1. Working with Tidewater for Meeting. We will be invited to 8-5 mixer at Tides. 2. Something new-Richmond Kickers game Mixer summer /fall 23. 3. Anthony Bowers-Can check on UVA for March 2024. 4. Suicide Prevention workshop will be 2 hours, certificate given. CEUs? Jan. 5. Look at new tour possibilities-a non-profit, brewery, amusement park. 6. For November Meeting-Jon working on John Meola PowerPoint 7. Possibility-Hospital Tour 8. Possibility-Prison Tour |
| **Membership** | NA | * Need to find membership chair & Program Chair. Jon has expressed a desire to step back from the role for the upcoming chapter year. |
| **Awards & Honors** | Susan | * Matt led discussion on The MEOLA AWARD which we intend to give as a new award to one outstanding member each year moving forward. Need to come up criteria – I see it as a “Plugger” award. Someone quietly (or not so quietly in Meola’s case) always strives to help people and push forward the culture of safety. Discussed what we found concerning plaque that we can feature Meola’s art on. Cost roughly $65. Agreed to move forward. |
| **Advisory Board Update** |  |  |
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| **Closing Remarks** |  |  |
| **Action Item for Next Meeting:**   * Write up for Chapter Service Award – Matt * Write up for meetings & posting to website/social media – Avery * Brainstorming ideas for Annual Chapter Operations Plan & additional value-added opportunities for membership – All | | |

**Motion to adjourn (Person & Time):** Matt

**Second:** Amy

**Meeting Adjourned (Time):** 6:25pm