

East Tennessee Chapter Meeting
01/23/2025, 9 a.m. – 10 a.m. at Ensafe

Attendees: Ann Schubert, Mel McKenzie, Rich Heinzenberger, Lee McCord, Lance Greene, Cynthia Bullard, Brittany Herman, David Hixenbaugh, Chris Schott, Don Elswick (online), Bethany Knight (online), Joshua Rowand (online).

1. Announcements

- a. **Safety Fest** – Call for instructors open through January 31. Event dates April 28-May 2.
- b. **Utilities Safety Expo & Damage Prevention Summit** – February 3-4 at Knoxville Expo Center.
- c. **THANK YOU, Bethany Knight!** Bethany was presented with an ASSP Gear Store gift card for organizing the bike helmet collection for the Angel Tree in conjunction with our December social event. Thanks to Bethany's efforts, the East TN chapter collected 9 bike helmets for donation to children receiving bikes for Christmas from Angel Tree.

2. Ongoing Business

- a. Spring Regional Operating Committee (ROC) Meeting details evolving. Tentative dates for South Bend, IN location are April 23-25. Chapter President should attend.
- b. East TN Chapter to host Fall ROC Meeting in 2025. Mel is leading the planning committee, additional committee members are Bethany, Floyd, Kris, Cynthia, and Lance. Anyone else who would like to be involved in the planning committee should reach out to Mel (865)603-4846 or melissa.mckenzie@orcc.doe.gov to get involved in the upcoming committee meetings. **Next committee meeting will be 2/6/25 2:30-3:30pm on TEAMS.** Dates, locations, host hotels, social events and other details will be brainstormed!
- c. Chapter Nominations and Elections: Discussed process for elections. Nominations will be accepted for the following positions:
 - i. President-elect
 - ii. Secretary
 - iii. Treasurer
 - iv. Advisory Group Member

Nominations will open January 28 and close February 11. Nominees must be members in good standing with ASSP. Please send nominations, including the following info, to

lgreene@ensafe.com:

- i. Nominee's name
- ii. Nominee's contact info (phone, email)
- iii. Brief statement outlining nominee's interests/qualifications for the role.

The term for chapter officers runs from July 1 – June 30 for one year, with the exception of president and president-elect, who each serve two-year terms. **Elections will take place during our May 22, 2025 Chapter Meeting.**

- d. Strategic Plan was discussed, with focus on the following areas:
 - i. Professional Development –
 - 1. Leadership skills
 - 2. Technical meetings - mix of meeting locations, times, and subjects to try to reach and serve as many members as possible.
 - 3. Tours – Popular with members
 - 4. Conferences – Keep members informed on local events
 - 5. CEUs
 - ii. Leadership skills

1. Leadership presentation at chapter meeting – possible presenters Mike Palmer, Ron Handy
2. Committee chair opportunities
3. Elected position opportunities
- iii. Networking
 1. Meetings
 2. Tours
 3. Survey to determine types of activities members are interested in.
 4. Conferences – Have Chapter booth at SafetyFest, TVS AIHA Fall Conference. Order some give aways/swag for booth.
- iv. Other Improvements
 1. Survey – determine preferred method of communication
 2. Alternate meeting formats – Demonstration? Fall Protection demo March 25 & 26.
 3. Social Event – Golf Scramble – lead Floyd Yount, December Social, K-1 Go carts?
 4. Improved communications - Discussion on developing a quarterly newsletter to send to members – Brittany Herman volunteered to be editor if others will provide information and articles for newsletter. Keep members informed on safety events in the Morristown area. Aryn Gilson has developed a Chapter flyer.
- e. Next Chapter Meeting – February 20, 9:30-10:30am at UCOR. TOSHA's Laua O'Shields will present on "Manufacturing – Top 10 Most Cited"
- f. Upcoming events
 1. February 3-4 Utilities Safety Expo: Knoxville Expo Center
 2. March 25-26 3M Fall Protection Demo: ETSU
 3. April 6-9 TN Safety and Health Conference: Nashville
 4. April 28-May 2 SafetyFest: Oak Ridge, TN (Free event)
 5. July 21 Leadership Conference: Orlando, FL
 6. July 22-24 Safety2025: Orlando, FL

3. Executive Committee Reports

- a. Secretary's Report: no report this month. Notes from this meeting will be the February report.
- b. Treasurer's Report: from November 2024-January 2025 – income - \$390.25, expenses - \$1025.50, balance - \$30,029.25**
- c. Don – Advisory Group Member
- d. Lance – Nominations and Elections
- e. Rich – Communications
- f. Lee – Membership - Speaker on warehouse material handling
- g. Jay – Professional Development
- h. Floyd – Program Chair
- i. Bethany – Awards and Honors Chair – Chapter SPY nomination submitted for Mel McKinzie
- j. Jeff – Jobs Chair: TrisoX still looking for a safety specialist (indeed)
- k. Aryn Gilenson – Mentoring
- l. Mel – Fall ROC Planning Committee