



1. Welcome

- a. **Executive Committee Attendance (via Teams):** Ann Schubert, Mel McKenzie, Rich Heinzenberger, David Hixenbaugh, Jake Lehman, Chris Schott, Jay Hocutt, Don Elswick, Kris Thomasson, and Aryn Gilenson.

2. Ongoing Business

a. Next Chapter Meetings

- i. No meetings are currently scheduled – Looking for speakers – Rich to ask EnSafe employees
- ii. Golf event – Date and Details TBD – Jake to head up and meet with the event committee to decide on details, and decide whether to push until spring 2026

b. ROC Meeting Oct 22 – 24

- i. East Tennessee Chapter will host the Region VII Fall ROC meeting.
- ii. ROC Planning Committee members: Mel, Kris, Bethany, Floyd, Lance, Cynthia, and Aryn
- iii. 4 lanes have been reserved at Maple Hall Bowling Alley on October 23, 2025 from 7:30p-9:30p. Plan to open to chapter members.
- iv. Sponsors and SWAG needed – Rich to check on EnSafe SWAG availability

c. TVS AIHA Conference

- i. Presenters still needed (Don suggests Fall Protection Competent Person covering new ANSI Standard). Rich reached out to EnSafe employees who could do it, however none are available
- ii. Ann to reach out to TVS AIHA to determine which registration package we should utilize and inquire about a discount code for ASSP members
- iii. Kris and Rich to work together to complete and pay for registration once the correct registration is decided.
- iv. Rich to staff the ASSP booth Nov. 12

d. Newly elected EC positions need to complete Required Training



Meeting Minutes 9-8-2025 @ 3:00pm

- i. Rich completed Secretary training 9/11/25
- e. **EC members need to complete their headshots/profile updates for website – Two still need completing**
- f. **Golf event** – Date (Nov. 8th tentative) and Details TBD – Jake to head up and meet with the event committee to decide on details, and decide whether to push until spring 2026
- g. **Chapter Annual Planning Report (Ann)**
 - i. Need to post to ASSP COMT
 - ii. Need to meet benchmarks to maintain Platinum status
 - iii. Need to decide on activities to complete

3. New Business – Current EC Roster

- Ann - President
- Mel – President Elect
- Kris – Treasurer Current balance about 30K
- Rich – Secretary
- Don – Advisory Group Member
- David Hixenbaugh – Nominations and Elections
- Aryn - Communications
- Jake – Membership
- Jay – Professional Development
- Bethany – Program Chair
- Chris Schott – Awards and Honors Chair
- Jeff – Jobs Chair

4. Future Meeting and Event Schedule

Topic/Tour	Speaker/Host	Location	Date
September –???	???	???	???
October	Fall Regional Operating Committee	Downtown Hyatt	10/22 – 10/24



Meeting Minutes 9-8-2025 @ 3:00pm

Topic/Tour	Speaker/Host	Location	Date
October	Bowling	Maple Hall Bowling 414 S. Gay St, Knoxville, TN 37902	10/23 7:30p-9p
November – TVS / AIHA Fall Conference	???	The Venue – Lenoir City	Nov. 12-14
November	???	???	???
December (Social Event) Ann and Bethany to discuss	???	XUL (tentative)	???
January 2026	???	???	???
February 2026	???	???	???

5. Don to reach out to Mike Palmer about becoming a 2nd advisory member for East TN ASSP
6. Current chapter balance per Kris ~\$29,900
7. East TN Chapter to help out Purchase Area Chapter (Murray State) – David to lead charge to solicit new leadership, and invite those members to some of the East TN meetings
8. Adjourn 3:45p