



AMERICAN SOCIETY OF  
SAFETY PROFESSIONALS

Maine Chapter

Date: November 15, 2023

Time: 3:00 PM – 3:50 PM

Location: Virtual

Agenda:

1. Introductions
2. Stand and Deliver – Discussed winterization for vehicles and getting everyone prepared for approaching bad weather.
3. Review of Previous Meeting Minutes
4. Treasurers Update
  - a. Account balance: \$2,665.97
  - b. Statement date: October 18, 2023
    - i. Checks/Debits
    - ii. Deposits
5. Membership Review
6. Calendar of Meetings
  - a. Executive Committee Meetings
    - i. Six (6) are required annually; this is our 5<sup>th</sup>
  - b. Next Executive Committee Meeting:
    - i. Wednesday, December 13<sup>th</sup> @ 3pm
    - ii. KK will send out meeting invites.
  - c. Technical Meetings
    - i. Four (4) are required annually.
      1. Sept 18<sup>th</sup> – coordinating w/CSAM, NFPA 241 presentation.
      2. October – Networking Mtg after NSCNNE
      3. November – CSAM Meeting 11/20 @ Clarke Insurance
        - a. Question raised if this qualified as a Tech Mtg
      4. December - ??
      5. February - ??
  - d. Ideas for Technical Meetings:
    - i. Meet at SafetyWorks! Coordinate w/Dawn.
      1. KK needs a contact for Dawn



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2. Maybe something in Q1 '24
- ii. SMCC college?
  1. KK wondered if we have a contact there or why we would meet there?
- iii. MMA Professional Dev Ctr – KK reached out to them to see if they allow tours or if we could meet there; will keep you updated on their reply.

## 7. ASSP Updates / New Business

- a. KK – I attended a Chapter President's Focus group on Monday where the topic was ethics and Code of Conduct.
  - i. Misuse of credentials
  - ii. Overstepping the bounds of relationship w/partner organizations
  - iii. Harassment and Discrimination at ASSP functions
- b. [New England Area Professional Development Conference \(PDC\)](#)
  - i. November 7-8, 2023 – Mystic, CT
  - ii. KK – believe that Tim was there, anyone else?
- c. ADMIN BUSINESS:
  - i. President's Newsletter – no progress
  - ii. Recognition of a member (goal for '22-'23)
    1. Discussed what we could use for criteria, for instance "Safety Professional of the Year."
    2. Suggestions to review the national ASSP website for ideas.
    3. 10 yr, 20 yr membership info – on the member roster
    4. Announce certifications, retirement, etc.?
- d. Website/jobs update
  - i. KK – noticed the September & October minutes are not posted
  - ii. KK – noticed that all the jobs currently posted are old
    1. Discussion around whether or not we want to maintain this info on the website. Do people actually use this for a job search?
    2. Is maintaining this as current a 'labor of love'? Do we have the time to constantly monitor and update or should we remove this from the website?



3. The group can think about it and we can decide at our next meeting.
- e. Construction Safety Alliance Group (CSAM) [www.csamaine.org](http://www.csamaine.org) has been formed in Maine.
  - f. Round table
    - i. John Lowrie thought a newsletter was a good idea and proposed that we develop something
    - ii. KK agreed and said he would work on finding a template or something that would make it easy to create
    - iii. Sean said he would work with KK on how to access the membership list and contact info

**Attendance:**

Name	Attended	Notes
President: Kurt A. Kirkland	X	Confirmed
VP/President Elect: Barbara Brennan	X	Confirmed
Secretary: Rose Wess	X	Tentative
Past President: Sean Patrick Ryan	X	Confirmed
Treasurer: Alexis Flink	NO	Declined
Program Chair: Timothy L. McCarty	X	Confirmed
Membership Chair: John L. Lowrie	X	Confirmed
Jobs Chair: Jared Rossignol		
Member-At-Large: Nathan D. Boutwell	NO	Declined
Member-At-Large: Rob Deelsnyder		
Curtis Pratt		
Wade Behnke		
ASSP Area Director (NE): Michael Fandell		