MINUTES FROM THE AMERICAN SOCIETY OF SAFETY ENGINEERS COUNCIL ON PRACTICES & STANDARDS (CoPS) MEETING

Date: March 2, 2012
Location: Conference Call
Attendees:
George Pearson – Vice President of CoPS
David Bascom – Vice Chair of CoPS
Chris Gates – Awards & Honors Chair, Membership Chair
Mike O’Toole, Hamid Fonooni – Academics
Mike Hayslip – Construction
Terry Grisim – Consultants for Pam Walaski
Jay Brakensiek – Environmental
Jeremy Harris – Ergonomics
Walt Beattie – Fire Protection
Joe Klancher – Healthcare
Pam Perrich – Industrial Hygiene
Jack Fearing – International
Terry Grisim – Legal Services Branch for Norm Keith
Chris Gates – Military Branch
David Bascom – Management
Michael Coleman – Manufacturing
Remi Fluette – Mining
Cande Brandow – Oil & Gas
Denise Campbell – Oil & Gas
Chris Chaffin – Public Sector
Jim Newberry – Risk Management/Insurance
Don Weatherbee – Training & Communications Branch
– Utilities Branch
Gary Lopez – Standards Development Committee (SDC)
Tim Fisher, Staff
Krista Sonneson, Staff
Jennie Dalesandro, Staff
Jolinda Cappello, Staff

Guests:

Jeff Camplin, Body of Knowledge (BoK)
Mark Hansen, Business of Safety Committee (BoSC)

Not in Attendance:

Agricultural Branch
Engineering Practice Specialty
Human Resources Branch
Service Branch
Transportation Practice Specialty

Blacks in Safety Engineering (BISE)
Safety Professionals & the Latino Workforce (SPALW)
Women in Safety Engineering (WISE)
Young Professionals in SH&E (YP)

George Pearson called the meeting to order at 12:05 p.m. No new items were added to the agenda.

Strategic Planning
ASSE’s Board of Directors (BoD) has consolidated CoPS’s roles and objectives. Pearson praised CoPS for what it achieved during its November 2011 meeting in Boston and appreciates the Council’s efforts.

In January 2012, a board advisory task force (BATF) was assembled in Chicago to address Society governance. BATF is comprised of past Society presidents and other ASSE members. Board members and Society members, including practice specialty administrators and chapter presidents, were also invited to the Chicago meeting. Pearson explained how during the meeting, attendees were asked to draw a picture of what the Society looks like and what the Society should do better. Mark Hansen said he liked the discussion about virtual chapters. Pam Perrich said it was enlightening to learn how the Society is structured. Jim Newberry asked about a member-based vs. a content-based organization. How do we relate to people as an organization—as a member or as a practice specialty? How do we create value-driven membership? Pearson mentioned that chapters may eventually be organized by technical disciplines instead of by geography, but this is only exploratory at this point.

The BoD is happy with CoPS and its contributions to the BoK. David Bascom is grateful for CoPS’s participation and for its use of social media and technology to communicate and meet members’ needs. Some Management Practice Specialty members are concerned about using
social media sites at work. They do not want to post anything that would put their companies in a bad light. Tim Fisher will check if members are still able to create asse.org e-mail addresses. CoPS will continue to keep the common interest groups (CIGs).

**BoK**

Jeff Camplin gave an update on the BoK. BoK coordinators held a conference call and a webinar. The BoK committee would have the authority to vet and upload information to the BoK website. Camplin asked the practice specialties, branches, CIGs and BoSC to look for links to good public domain documents, such as those found on the OSHA, NIOSH and EPA websites, and to send them to the BoK committee for uploading. An insurance company said it would also be willing to share documents for the BoK.

Camplin asked CoPS to review the information that is currently posted in the BoK and to determine if any topic areas are weak. He asked CoPS to partner with other organizations and associations to obtain information to fill any gaps. If each ASSE member uploaded one document per year, that would add much content to the BoK site. Camplin also asked CoPS to send their feedback on the site’s usability. Fisher said the BoK has been well received so far. The goal is to get more people to contribute to it. Pearson asked if book titles will be added to the BoK. Camplin said a library concept will eventually be added along with certain levels of member access.

A BoK demonstration will be given at Safety 2012. In the meantime, CoPS members are encouraged to present the BoK at their chapter meetings. Krista Sonneson said they can use the BoK tutorial available on the CoPS secured site for chapter meetings.

**BoSC**

Hansen said BoSC wants to expand its membership and to put formulas and spreadsheets on the BoSC website. BoSC has petitioned ASSE for money to become a full-fledged committee. BoSC met with Dewey Whitmire and Dennis Hudson to see if a BoSC Institute can be formed. Current BoSC members would serve on the advisory committee, but it would be limited to seven people. BoSC has accomplished a vision for this, but it has plateaued. Where does it want to go? How does it want to service members? This will be discussed during the BoSC meeting at Safety 2012. NAEM has a master’s degree affiliate with Carnegie-Mellon to have an M.B.A. with an environmental component. Maybe BoSC can go that route and add safety to it?

Cande Brandow would like to be involved in this initiative.

Hamid Fonooni would like BoSC to consult with the Educational Standards Committee.

**Bundling Practice Specialty Membership**

Chris Gates said CoPS had previously discussed bundling practice specialty membership. Only 12 people belong to 9 or more practice specialties. Fifty belong to 7 or 8. Most belong to 1, 2 or 3 practice specialties. Should CoPS offer a discount for buying multiple practice specialties or would this lead to loss of revenue? A whitepaper encourages people to belong to more than one practice specialty, particularly those that are not industry-specific. If CoPS wants to increase
practice specialty and branch membership, it needs to talk about money. Hansen suggested that CoPS perform a financial analysis to determine impact.

Gates needs guidance from the Council. Terry Grisim said he belongs to one practice specialty and one branch, but he has no time to join more. He asked what the objective of this is because some people who leave say they do not have time to read the materials they receive. This is a small percentage.

Walt Beattie said if there are few people with a high number of practice specialty memberships, it will not affect many people financially by hitting that point. Electronic newsletters drive down mailing costs, which would help those areas that touch many different industries. He would like to see more involvement in the practice specialties.

Gates will run a cost analysis and will report back to the Council before Safety 2012.

**Awards & Honors**
Gates said no nominations have been received to date for any awards. Nominations are due to Sonneson by March 15, 2012. The CoPS SPY and Best Article nominations will be reviewed and rated by CoPS administrators. Pearson said 100% participation is needed. Bascom said Kim Jackson will send the Management Practice Specialty and branch nominations soon. Coleman said the Manufacturing Practice Specialty is working on its nominations, has chosen a SPY nominee and will meet the March 15 deadline.

**CIG Representative on HOD**
A motion was made to have a CIG representative attend the House of Delegates (HOD) meeting and be part of the delegation. This proposal would be decided on during 2013 because of the HOD schedule. Gary Lopez said having a CIG representative on the HOD would be helpful. Michael Coleman asked how the HOD and BoD would view the CIG representative position since it is appointed and not elected. Fisher noted many delegates are not elected. Grisim mentioned that practice specialty administrators are elected by acclamation and not by ballot. Coleman said having a CIG representative on the HOD is an opportunity to increase involvement in ASSE.

Fisher said the approximately $1,500 it costs per year to be a delegate member is a minimal amount. Pearson said having a CIG representative on the HOD would elevate the status of the CIG representative and SDC chair positions. Bascom said it would bring these positions more recognition and would give them more of a voice in the legislative process.

**Motion**
After a quorum was reached, a motion was made and duly seconded to recommend that the BoD approve submission of both a CIG representative and SDC chair to the HOD.

**Allowing Members to Choose Chapters, Practice Specialties or CIGs**
Should new ASSE members be able to choose their chapter, practice specialty and/or CIG affiliation? Normally, chapters are assigned to members. Or could new ASSE members belong to more than one chapter or to a virtual chapter? Fisher explained that these questions were
discussed during Safety 2011, but they did not go anywhere. BATF, BoD and CoMRA recently discussed the virtual chapter idea, and now might be the time to bring it back.

Grisim said this would be a big change from the structure members have had for a long time and wants to know how members feel about it. Geography is no longer an issue in associations. They are eliminating boundaries and focusing on what members do and what their expertise is—not on where members are located. Can ASSE still be member-driven and do this?

Perrich and Hansen attended the BATF meeting in January 2012 and shared their thoughts with the Council. Hansen said all regional vice presidents (RVPs) were at the meeting and had arrived at the consensus that this approach would be compelling to members. The Internet has brought members together, so geography no longer matters. The RVPs supported this effort. Perrich said this approach is in fact member-driven because ASSE would serve members where they are and would give them what they want. The Society would have a phase-in process to manage financial losses to chapters, but in the long term, it would help members with needs that are different from what they had years ago.

Beattie said this would be a major shift in how the Society does business. It would affect the delegates and would be a huge change in the future. He asked if a formal impact study has been completed. He said the idea looks appealing, but he is not sure what the implications would be in the long run. Pearson said no impact study has been done. According to Hansen, a nonprofit expert who attend the BATF meeting said you could still be studying this approach 20 years from now. The expert said it is important to move forward and not to wait or worry about the needs of a few. In the past, ASSE was afraid to send e-mail because not everyone had it. The point is not to hold back because of a few. Perrich mentioned that it is always difficult to get people to attend her chapter meetings. This new idea might encourage more participation. Coleman said this idea might also encourage chapters to make themselves more value-added. Members who are spread out over a large geographical area might be more inclined to hold virtual meetings instead. Fonooni said he fully supports the virtual chapter idea, but he asked what kind of logistics, technical support, etc. ASSE would provide. Weatherbee noted that the under-20 crowd would flock to the virtual chapter idea.

**Motion**

A motion was made and duly seconded to give members the choice of joining a chapter, virtual chapter, practice specialty or CIG. This will be sent to the Congress of Councils for review.

**Z16**

Lopez provided background on the Z16 issue. The SDC has long urged OSHA to adopt more voluntary consensus standards. Several years ago, he felt that OSHA would rid itself of the process of determining what is recordable and what is not. The Z16 standard has been dormant for some time, but it became obsolete when OSHA changed its formulas. Lopez said it might be best to move forward with this because people will want to see cutting-edge metrics out there. ASSE could revive the old Z16 as a base standard from which to operate. He asked if ASSE is better off approaching from an ANSI or ISO standpoint. What should the SDC’s strategy be? This is an international marketplace. Chris Chaffin asked if the Z16 standard is reactivated, will it be updated to include commonly recognized ISO practices? Lopez said Z16 would be
completely different and would reference newer standards. Tracking leading-edge methodology would be new. The standard would not even mildly resemble the old Z16. Lopez was on the original keystone group.

Leadership Training
The first CoPS leadership training was held in December 2011. Publication coordinator and awards and honors conference calls were held in early 2012. These calls averaged about 15 people per call. Chaffin said the training was useful and recommends it to any new member or to anyone who needs an update.

Safety 2012
Fisher said the Safety 2013 call for papers has been released, and CoPS should get that out to members. The Safety 2012 Expo may set another record. Scheduling for advisory committee meetings is done. ASSE pays for airfare, one night’s lodging and reasonable meals. CoPS has received moderator submissions.

CoPS will sponsor 120 sessions and 15 roundtables, 29 groups will hold meetings, WISE will have a lounge and a Practice Specialties booth will be available in the Service Center.

Call ended at 1:38 p.m.

The meeting was adjourned.

Respectfully submitted,
(Electronic Distribution)
Tim Fisher
Director, Practices & Standards