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| **DATE**: | Thursday, October 13, 2016 |
| **TO**: | Rob Morphew, Denise Howitt, Claudette Fedoruk, Derek Tisdale, April Broughton, Terri Poirier, Susan Kirchner |
| **FROM**: | Sujata Haydu |
| **RE**: | October CSSE Executive Monthly Meeting for 2016 |

1. **Education / Speakers**

* Speaker for November: Ian Wheeler
	+ Dates for Ian’s talk: November 2nd (NE location), November 8th (Downtown)
	+ Derek possibly help set-up for Nov 2nd, and Denise may be available to help for downtown Nov 8th
* Brainstorm ideas for December and 2017 speakers:
	+ Denise Howitt on Auditing
	+ Curtis Weber from Veterans of Safety
	+ Ask City of Calgary to talk about change in waste management bylaws (Rob will help Derek with contact)
* December dates for CSSE speaker talks: December 7th (NE) and December 13th (Downtown)
* Lots of feedback from CSSE members that they would like speaker sessions to happen South of Calgary
	+ Possibly use EHS Partnerships training room to host session.
* Claudette to schedule 2017 speaker dates

2. **Alberta government –OHS Innovation and Engagement Grants Program**

* Applications due October 31, 2016
* Website link: <https://work.alberta.ca/occupational-health-safety/ohs-ie-grants.html>
* Submit applications for NAOSH, Bursaries and one for Career Café
* April will commit application for submitting to NAOSH, Denise will commit submitting one for career café

3. **Career Café – Thursday, October 20, 2016**

* Topic: safety designations
* So far, 20 people registered and 10 experts attending

4. **Treasurer position currently vacant**

* Send nominations out

5. **CSSE Calgary Chapter website**

* See if we are able to send meeting invites through web

6. **NAOSH**

* Susan – payment need at Glenmore Inn
* NAOSH 2017 – have a competency day instead of tradeshow. Need to try something new due to economic downturn
* Denise is able to help with NAOSH

7. **Volunteers**

* Have a volunteer to help April to find out who has dropped out of CSSE memberships and who has unsubscribed to CSSE emails
* Have volunteers plan out socials events for 2017

8. **Social events**

* Plan a movie night to watch Deepwater Horizon at Landmark Cinema
* Plan this on Tuesday as tickets are discounted
* Possibly host a North (Country Hills) and South (Shawnessy) location
* After movie, get CSSE members to meet at pub like Woody’s Taphouse or Hudson’s

9. **Communications**

* April and Morgan working on Nation builder
* Trying to get higher traffic to website
* Start a Twitter poll for CSSE members to choose between a topics of interest that they would like to learn about (April)
	+ Host a City of Calgary tour for recycling
	+ Learn about wastes
	+ Recycling and city bylaws
* Get Morgan to put the Twitter link to all email blasts that are sent out
* Mobile site – a fee is currently being paid (possibly cancel this)
* Minutes are currently being recorded online