# October 7, 2020 – General Meeting

**Place: Microsoft TEAMs** virtual meeting

**Host:** CSSE BOD

**Time:** 01:00 pm - 3:00 pm

**Topic:** COVID-19 Positive Case - 2**:**00 pm

### AGENDA:

1. Call to Order 13:05
2. Welcome and Introductions On behalf of **G Aune**
3. Additions to the agenda
4. Approval of previous minutes (Sept 16, 2020)
	* ***M Rezza / D Ouellette*** *– Carried*

**Executive Updates**

1. Atlantic Regional Chair Update **D Nickerson**
	* **CSSE National Update** – CSSE held another Town Hall meeting on September 30. 115 members attended the meeting.
		+ Last year National introduced 2 board committees. **Finance and Audit** with Darrel Nickerson (RVP Atlantic Canada) as the chair and **HR and Governence** with Dan Trottier (RVP for Alberta,NWT and Nuniviut) as the chair.
		+ **F&A:** From a finance perspective we are involved with the audit of last year's financials and have been meeting monthly to review policies and set the direction for sustainable spending.  A full report will be provided at the AGM in December (9th) but for the first time in 5 years we are in the black. We also just completed a survey of Chapter Treasurer's to understand what the needs of the Chapters are to manage their finances and ensure we remain in compliance with the Not for Profit Act and CRA.  The results are being complied and a report will be out in the next few weeks.
		+ **HR&G:** The governance and HR committee has also been busy and have proposed a new governance structure that will help us focus on the right things and ensure the organization provides value to its members, supports the Chapters and provides quality professional development while being the voice of the Safety Profession.
		+ National is also working on reviewing the Strategy Plan as well as developing a Benefits plan (Health & Dental package) to help with members that have their own business in order to make it more affordable to obtain benefits.
		+ National is developing a Communication plan.
		+ The CSSE AGM will be held on December 9.
		+ National elections will be taking place starting in October. They have sent an email to member with the positions up for election.
			- Vice-President/Treasurer
			- Secretary
			- Regional Vice-President for the following regions:
				* Atlantic Canada
				* Manitoba / Saskatchewan
				* British Columbia / Yukon
		+ Dan Ouellette’s name has been put forward for the Regional Vice-President – Atlantic Canada position.
		+ If you are unable to attend one of the remaining sessions - the town halls are being recorded and placed on the CSSE website in the members section and there will be meeting held the last Wednesday of September to review bylaw changes required and provide additional details about the upcoming elections.

**Committee Updates**

1. Membership Report **S O’Dell**
	* Currently at 98 members.
	* So far, 11 new members in 2020.
2. Treasurer Report On behalf of **E McFarlane**
	* Currently sitting with a balance of $7,762.92.
	* Financial activity - $500.00 towards Threads of Life
	* Square account has been set-up in April
3. Elections **D Ouellette**
* 4 positions are up for election this year.
	+ Professional Development Director
	+ Membership Director
	+ Fundraiser/NAOSH Director
	+ Treasurer
* An email will be sent to membership for nominations. Our goal is to have the nominations by October 31 and the votes by November 30. The elections results will be announced at our next general meeting.
* If you are interested in joining the Board, please notify Dan Ouellette at *dan.ouellette@clowcanada.com**.*
1. Professional Development Report **S Poirier**
	* The sessions planned for 2020 had to be postponed because of COVID-19. There will be no “in person” events for the balance of the year. The committee is looking at what alternatives may be offered to ensure that the group can continue with PD, but no further direction is available at this time.
	* UNB is offering 2 free webinars.
		+ Oct 27 – Managing the New Normal
		+ Nov 26 – Your Inner Leader in the Midst of a Pandemic
2. Steps for Life **S O’Dell**
	* Steps for Life 2021 might be held virtual again.
3. Website  **C Fournier**
	* Overall, the Website is running and functioning as expected.

**New Business**

1. Emails from the NB Chapters going to some members junk/spam folders. C Fournier to follow-up with National.
2. Meeting adjourned

**Development Topic / Guest Speaker**

1. **COVID-19 – Positive Case** C Fournier
	* See attached presentation

**Next Meeting:**

* December 2, 2020
* Location: Virtual Meeting. Links to be sent to membership
* Topic: WorkSafeNB Supervisor Assessment Tool