# December 4, 2019 – General Meeting

**Place:** Kent Distribution Center, 50 Commerce St - Moncton NB

**Parking:** Ample [parking](http://www.frederictonconventions.ca/attending/parking/) adjacent.

**Time:** 12:30 pm meet and greet / 13:00 pm meeting

**Topic:** Suicide Awareness Jean-Patrick Lanctot, R. Psych (NB) Clinical & Forensic Psychologist

### AGENDA:

1. Call to Order 13:00
2. Welcome and Introductions
3. Additions to the agenda
   * CSSE NB Member Survey
4. Approval of previous minutes (Oct 9, 2019)
   * ***Ed M / Steve G***

**Board Updates**

1. Chair Update G Aune
   * **Elections 2020** – As a result of the changes to our chapter over the past year and a half, 4 (four) Board of Director roles will become available for election at the AGM meeting in June of 2020. These roles are as follows;
     1. **Director of Professional Development**
     2. **Director of Treasurer**
     3. **Director of Fundraising / NAOSH**
     4. **Director of Membership**
   * If you are interested in nominating a member, or yourself for a position please send your contact information, as well as the position you would like to stand for, to **Dan Ouellette** at [*dan.ouellette@clowcanada.com*](mailto:dan.ouellette@clowcanada.com).
   * In addition
     1. The 2nd vice position eliminated
     2. Current 2nd vice will move into the new Social Media Director role
   * **2020 Meetings** – An overview of the planned dates and locations for 2020 meetings was provided. At this time not all topics / tours have been confirmed as we want to hear from membership what their ideas are. A survey will be provided to membership to gain insight into what the membership would like to see for 2020.
   * **PDC 2020** – taking place in St. Johns NL on **Sept 27-30**. With this being in Atlantic Canada this year we are hoping to get as many Atlantic Canadian members as possible. Save the date now.
2. Atlantic Regional Chair Update D Nickerson
   * **CSSE Member Value Proposition** – Update and presentation provided based on recent national review of the CSSE member value proposition and CSSE areas of focus for the upcoming year.
     1. Big focus nationally on membership as most chapters are shrinking. The NB chapter is one of the very few nationally that is growing.
     2. Another focus area is fiscal accountability. All groups will be standardized this year with banking and accounting programs. This is needed to ensure that CSSE has a long-term sustainable outlook as well as for taxation issues (one national charter vs. several individual chapters.
     3. The mentorship program is being launched at all chapters nationally. NB did not see the success we were hoping for with this program. We would like to understand why.
   * The Student membership program nationally will borrow from what CSSE NB has been doing with graduate students. National will follow the NB model. No idea yet on timing.
   * CSSE has decided it is not economically viable to change the name in the same manner as the American Society of Safety Professionals has done. It takes a huge financial commitment to do so (logos, web, promotional materials, legal changes etc.) so it does not make sense to do this at this time.
   * Website Update – We are told our website should be back up and functional the week of December 9, 2019.
3. Membership Report G Aune
   * Currently at 111 members.
   * One of the few chapters in the country that is growing. This we believe is a testament to the value this group provides its members.
   * We would like to acknowledge the success of CSSE NB members
     1. **David MacAskill** who received an award at the 2019 WorkSafeNB Conference for Safety Star – Individual Award
     2. **Kelly Williston** & her company Port of Saint John who won the Canadian Occupational Safety Magazine silver award for Canada’s Safest Employers Award – for the category Public Sector/Non-Profit.
     3. **Chalena Biggar** who recently received her CRST designation from the Board of Canadian Registered Safety Professionals.
     4. **Christian Fournier** who recently received his CRSP designation from the Board of Canadian Registered Safety Professionals.
     5. **Ian Case** who recently received his CRSP designation from the Board of Canadian Registered Safety Professionals.
4. Treasurer Report E MacFarlane
   * Currently sitting with a balance of $9,392.
   * Audit financial statements for the 2017/2018 and 2018/2019 fiscal years was submitted and accepted. Both audits were conducted by members in good standing and confirmed that the statements were in good standing following accepted accounting rules.
   * ***Motioned to accept the audited financials as presented*** – Dan Oulette / Joanne Belts – Carried.

**Committee Updates**

1. Fundraising / NAOSH Report J Pellegrini
   * Due to a professional change, Director of Fundraising / NAOSH Jamie Pelligrini will be stepping aside. He will work with Grant Aune transitionally this year. We are looking to membership to support NAOSH events at various communities across NB in 2020.
   * We are still chasing 9 sponsors that have not paid their 2019 committment. There is an outstanding $4,700 left to collect.
2. Professional Development Report S Poirier
   * 5 sessions currently planned for 2020. See events calendar as these events are confirmed.
3. Steps for Life S Reilly
   * In past years, CSSE NB had sponsored $500 each for the Fredericton and Saint John walks. It was only in 2019 that we sponsored more based on financial position and in order to get the logo on the t-shirt. The BOD has moved to sponsor a chapter team this year in the hopes that we can raise more than $1500. To start this fundraising the chapter has donated $500 to the CSSE NB Steps for Life team.
   * We would like to encourage all members to sign on and become part of the team this year. Although the walk will be taking place only in Saint John this year, you can become a team member from anywhere in NB and do not have to actually walk the day of the event! Join us “virtually” and raise money for Threads of Life.
   * See Shelley O’Dell or Jill Whitebone for more information at an upcoming meeting!
4. Website C Fournier
   * Updated provided by the RVP
5. CSSE Mentorship Program C Fournier
   * No update this meeting
6. Community Outreach D Oulette
   * No update this meeting

**New Business**

1. Member survey will be coming soon to member’s emails. You may also receive a phone call if we do not get a large email response. We need to hear from our membership in order to make the chapter the best it can be for membership.
2. 2020 Meetings – See last page

**Development Topic / Guest Speaker**

1. Suicide Awareness J-P Lanctot,
2. Adjournment

**Next Meeting:**

* February 12, 2020
* Location: Saint John (exact location to be confirmed)
* Topic: Chemical Emergency Planning (ERAP and E2 plans)

|  |  |  |  |
| --- | --- | --- | --- |
| **2019 Meeting Schedule** | **Area** | **Host / Location** | **Program** |
| Feb 12 | Saint John | Shawn / Shelley O | **General Meeting**  Topic: Chemical Emergency Planning (ERAP & E2) |
| Apr 15 | Miramichi | Shelley / Grant | **General Meeting**  Topic: TBD |
| Jun ?? |  | NB Safety Services Conference  Grant / Deb | **Annual General Meeting**  Topic: TBD |
| Sep 16 | Lepreau | Dan / Steve | **General Meeting**  Topic: Nuclear Safety / Tour |
| Oct 7 | Fredericton | Worksafe NB Conference  Ed / Reza | **General Meeting**  Topic: Regulatory Updates |
| Dec 2 | Moncton | Christian / ??? | **General Meeting**  Topic: TBD |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Event** | **Date** | **Location** | **Champion** | **Notes** |
| Steps for Life Walk | May 3, 2020 | Various | Shelley O / Jill W |  |
| NAOSH Week Breakfast | May 7 | Saint John | Cody A |  |
| NAOSH Week Breakfast | ??? | Moncton | *Christian F* |  |
| NAOSH Week Breakfast | May 5 | Fredericton | Reza M / Grant A |  |
| NAOSH Week Breakfast | May 7 | Miramichi | Shelley P / Grant A |  |
| NAOSH Week Breakfast | ??? | Edmundston | Bruce H |  |
| NAOSH Week Breakfast | ??? | Woodstock | Bruce H |  |
| NAOSH Week Breakfast | ??? | Bathurst | *Christian F ???* |  |
| NAOSH Week Breakfast | ??? | Campbellton | *Christian F ???* |  |
| CSSE PDC Conference | Sept 27-30 | St. John’s NL | N/A |  |
| NDOM | April 28, 2020 |  | N/A |  |
| PD Day (Mental Health) | Apr (TBC) | North (*Bathurst TBC)* | PD Subcommittee | In French (Full Day)  ($75 members, $100 non-members) |
| PD Day (Mental Health) | Apr (TBC) | Moncton | PD Subcommittee | English (Full Day)  ($75 members, $100 non-members) |
| PD Day (OHS Legal Panel) | May 20 (TBC) | Fredericton (Kingswood) | PD Subcommittee | OHS Legal Panel Day – Beyond Compliance (Full Day) *Grant will Emcee*  ($100 members, $125 non-members) |
| PD Day (Park it Lunch It Learn It) | Jul (TBC) | Fredericton  (O’Dell Park) | PD Subcommittee | Family / Kids Safety  (Free?) |
| PD Day (Safety on The High Seas) | Sep / Oct (TBC) | Saint John  (Port of SJ) | PD Subcommittee |  |

# Chapter 2020 Meeting Planner