



# AMERICAN SOCIETY OF SAFETY PROFESSIONALS

## **Executive Committee Meeting Notes & Action Items**

### **Meeting:**

- Date of Meeting: 07.09.2026
- Date of Notes, Next Steps & Action items: 07.09.2026

### **Chapter Officers Participants:**

- Matthew P. Koss, MENG, CSP, ARM – President
- Adrian Hernandez - 1st Vice President
- Peter Kaplan, CSP, CHST, SMP - 2nd Vice President
- Michael A Wolf, CSP - Treasurer
- Marty Smith, SET, CFPS, GROL – Secretary
- Ned Fitter – Advisory Group Member
- Craig D Lowry, CSP - Member-At-Large Director

### **Chapter Member Participants:**

- James Woodward Sr. M.S. – Immediate Past President
- Pete Kaplan, CSP, CHST, SMP
- Bob Lawson, CSHM
- Mary Smith, SMP
- Pat Wheltle, CSP, CIT

### **Meeting Summary:**

The ASSP Chesapeake Chapter Executive Committee Meeting discussed various initiatives and updates. Key points included the need for a survey to gauge member interests, with a goal of 30-50 responses, and potential financial incentives like gift cards. The committee also emphasized the importance of updating the chapter's website and social media presence, particularly on LinkedIn. A successful fishing trip was highlighted, with expenses totaling \$710 and new member engagement noted. The committee approved sponsoring a raffle basket for the Chesapeake Region Safety Council's PDC for \$1,250, and discussed potential future events and governmental affairs updates. The ASSP Chesapeake Chapter Exec Committee discussed several key points. Scholarships and awards were mentioned, with a reminder about 4-H sponsorships.

Concerns were raised about PDC planning due to Michelle's busy schedule, with suggestions for additional responsibilities among members. Mike Ginter's team at APL was highlighted for their eagerness to help. The need for keynote speakers for the PDC was emphasized, with a recommendation from Matt Koss to consider Jeff Skiles.

The monthly Executive Committee meeting slot was extended to 9:30, just in case more time is needed although we will try to stick to the one hour timeframe. The meeting concluded with appreciation for leadership and contributions.

### **Notes and Action Items**

1. @Matt Koss - A draft of a survey and a draft of a Chapter newsletter was sent out by Matt on Tuesday, July 7, 2026 to be discussed during the EC Meeting. Discussion took place regarding expected number of respondents and how to incentivize people to respond.
2. @Marty Smith - Engage the marketing contact mentioned to investigate why the ASSP Chesapeake LinkedIn group is difficult to tag and search, and report back with recommendations to improve visibility and tagging. (Any review of the ASSP Chesapeake LinkedIn group should follow the change in settings referenced in item 12 below to see if that helps - once that is done Marty Smith will have a third party person look at it).
3. @Craig Lowry - Explore opportunities to arrange for senior OSHA officials, NTSB, CDC, or other relevant government representatives to speak at local chapter meetings or the PDC, leveraging contacts and coordination with other chapters.
4. @Craig Lowry - Monitor new greenhouse worker protection rulemakings at the state level and keep the EC informed when significant changes or requirements are issued.
5. @Matt Koss - Reach out to Bakersfield and other high-performing chapters (e.g., Central Texas, Boston) to learn their PR and survey strategies and see if they can share sample survey questions.
6. @Matt Koss - Meet with Bryce to review Region 6 social media accounts and approach, including access permissions, posting process, and content strategy.

7. @Mike Wolf - Contact Keith at HABSP to obtain this year's and last year's PDC attendee registration lists, including membership type data, to identify potential chapter members for targeted outreach.
8. @Mike Wolf - Clean up and update the Chesapeake Chapter website (history, past presidents, award winners, consultant directory, member spotlight, Chapter News, and similar sections) based on the recent audit.
9. @Mike Wolf - Serve as co-chair of the communications effort alongside Ethan, helping maintain and improve the chapter website and supporting broader communications tasks.
10. @Mike Wolf - Ask Bryce for training and guidance on managing the chapter website directly (rather than relying solely on national support), so future updates can be done faster.
11. @Mike Wolf - Coordinate with Bryce and adjust the LinkedIn page privacy and tagging settings so that the ASSP Chesapeake Chapter group is easier to find and tag, ensuring posts reach the intended audience.
12. @Bob Lawson - Send Mike the request for distribution of PDC profit-sharing funds to the three other partners within the next three to four days.
13. @Bob Lawson & @Mike Wolf - After receiving the PDC profit-sharing distribution request, process and distribute the funds to the three partner organizations.
14. @Mike Wolf - Send the link to the ASSP BSN Sports swag store to the EC so members know how to order Chesapeake-branded merchandise. The site is [New & Trending - New Arrivals - ASSP Chesapeake Chapter - Beltsville, Maryland - Sideline Store - BSN Sports](#)
15. @Mike Wolf - Mike Wolf provided the Treasurer's Report for both May 2026 and June 2026, which reflects a current balance of \$53,794. Bob Lawson suggested that Mike Wolf research other savings account option with PNC that pay a higher interest rate for the chapter's approximately \$20,000 in savings and recommend whether to move funds to a better-interest account. Bob Lawson offered to be a backup to Mike Wolf.
16. @Ned Fitter - Call the Chesapeake Region Safety Council to confirm sponsorship details for a raffle basket at their upcoming PDC, including a price

- point of \$1250, basket contents, inclusion of Chesapeake/ASSP branding, and any reciprocal sponsorship expectations from them for the Chesapeake chapter's PDC, which includes a booth and table. Mike Wolf made a motion, Bob Lawson seconded it and the motion carried.
17. @Mike Wolf - Post Craig's social fishing trip report, along with the accompanying photo, on the chapter website under the Chapter News section to document the event and demonstrate the website update workflow.
  18. @Craig Lowry - @Craig Lowry - Pursue planning for a fall crabbing/fishing outing (likely in late September or early October), coordinate dates with the captain, and bring back a proposal and budget recommendation (up to about \$2,000) to the EC. Craig asked the captain about fall dates, and there's an opportunity to do the trout line crabbing event in late September, early October. Craig Lowry wanted to know whether or not the EC committee or in the planning committee would want him to pursue that, and if they do, he would ask EC to support that up to \$2,000 Matt Koss made a motion to accept, Mike Wolf seconded it, and it was approved.
  19. @Craig Lowry - Craig Lowry provided a Government Affairs report. ASSP had their Anaheim Safety 2026, and at that particular event, the Assistant Secretary of Labor for OSHA, David Keeling talked to the group. He covered all the things that he's working on, and his big focus is on the rebuilding the ocean staff. They got significant vacancy issues trying to fill people, and he's looking at ways using artificial intelligence to be able to solve some of the challenges he has with respect to enforcement actions. And the other big item he's working on, according to his report, was that he's working on trying to get the heat stress standard through on a national basis. Anyone that wants to listen to his presentation can find a podcast on Spotify, Apple and also Amazon. Although I'm still watching the website because there's going to be some rules generated with respect to the new legislation dealing with greenhouse workers. Matt Koss asked if we could somebody to represent maybe the NTSB to do a presentation on the Key Bridge investigation. Pat Wheltle indicated we did have somebody come out from the Chemical Safety Board previously about a train incident. Matt Koss suggested a speaker for a future meeting from NTSB, CDC, OSHA, etc.
  20. @Matt Kloss / @Mike Wolf - Investigate why Mary cannot access the ASSP.org roster and related tools, restore her access if possible, and communicate the resolution back to her.

Please do not hesitate to contact me with any questions, comments or proposed changes at 443.401.2268 or via email at [martysmith@atsadvisors.net](mailto:martysmith@atsadvisors.net). Please be advised that an AI notetaker tool is used to generate these notes and action items.

Thank you,

*Marty Smith*

Marty Smith, SET, CFPS, GROL  
ASSP Chesapeake Chapter Secretary