



FEBRUARY IS AMERICAN HEART DISEASE AWARENESS MONTH (SEE PAGE 3 FOR DETAILS)

Table with 2 columns: Role and Name/Email. Includes President, Vice-President, Secretary, Treasurer, and Delegate.

Table with 2 columns: Committee Chair and Name/Email. Includes Audit, Communication, Governmental Affairs, Nominations & Elections, PDC Liaisons, Programs, and Past President.

Upcoming Meetings & Events

- March 11th Work Comp Loss Control – How do I get the best work comp results? Drake Evans, MS, CSP, ARM, The Davidson Group; Roanoke
April 15th A Business Case For Safety, Bob Durkee of OECS Comply in Lynchburg
May 13th TBD Roanoke
June 3rd Nightout at the ballpark, Lynchburg Hillcats
June 9-12 Safety 2019, in New Orleans, LA



SAFETY 2019

In this Newsletter

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MONTHLY MEETING FEBRUARY 11th

Topic: "Hazard Assessments & PPE: Are we guilty of negligence?" by Carlton Davis See Carlton's bio on page 2.

Time: 5:30 pm Happy Half Hour
6:00 pm Dinner
6:30 Program

Cost: We will be ordering of the menu.

Location: Vinny's Italian Grill
4018 Suite J; Ward's Road; Lynchburg,
Phone: 434-455-4338
Please RSVP: rpcalhoun@bwxt.com

Featured Technical Publication

Safety, Health and Environmental Auditing, 2nd Ed.
Simon W. Pain

This new edition has been updated to reflect changes in the ISO standards and incorporates new chapters on due diligence, EHS auditing, process safety and more including:

- Elements of a Good Safety, Health and Environmental System
The Standard or Requirement
What Makes a Good Auditor?
Protocols and Checklists
Audit Uniformity and Credibility
Auditing and Its Relevance to Regulatory Compliance
Managing Auditee Expectations

The book has been updated to fit ISO standard guidance and requirements. The goal is to provide "down to earth" guidance for managers and specialists in organizations who are committed to improving their safety, health and environmental performance, but are not sure where to start or do not wish to employ consultants to do this for them.

Welcome new Member Ron Porter

Ron Porter has a degree in Safety Sciences and Industrial Hygiene from Indiana University of PA and earned the CSP in 2015. Ron has worked primarily in the construction field.

Welcome to guests Brian Tilton & Jan Nowicki

Brian Tilton, CUSP, is Director of Safety & Training for New River Electrical Corp.

Jan Nowicki, formally of Proctor & Gamble is the better half member Fran.

WELCOME! We hope to see you back!



## Meet our Speaker F. Carlton Davis, MSOS, CSP

**Carlton** brings a diverse history to his passion for safety; having worked in jobs ranging from disc jockey to dish washer, and truck driver to US Navy nuclear engineering lab technician. He focuses on operational goals and the all too uncommon, common sense in work place practices. Carlton works as Safety Manager for TLP Management Services, obtained his Bachelor's in Communication & Theater too many years ago to mention, his Master's in Occupational Safety from East Carolina University in 2014 and his CSP in 2015. His hobbies include home brewing, complaining about how he needs to lose weight, and watching other people exercise.

## January Meeting Recap and Chapter News

The January Chapter meeting was held at Corned Beef & Company with 10 members and guests in attendance. President **Daniel Ashworth** presided over the meeting that included the following highlights:

- The Chapter's newest members **Steve Gordon** and **Ron Porter** and guest **Brian Tilton** was introduced followed by brief introductions by the attendees and guests that included:
  - Daniel Ashworth
  - Bob Calhoun
  - Carlton Davis
  - Steve Gordon
  - Fran Nowicki
  - Jan Nowicki (Guest)
  - Tom Milette
  - Ron Porter
  - Vince StAngelo (Speaker)
  - Brian Tilton (Guest)
- Reference to copies of officer duties and committee chair information was provided to help those interested in serving as an officer or committee chair.
- The committees listed below were identified as needed chairpersons and committee members.
  - ASSP Foundation Liaison
  - Audit
  - Awards & Honors + Chair
  - Communications
  - Foundation of ASSP
  - Governmental Affairs
  - Membership+ Chair
  - Nominations & Elections
  - Professional Development+ Chair
  - Programs+ Chair
- A request was made members to populate the Nominations & Elections Committee to identify next year's officers. Thanks to Jeff Brafford, Carlton Davis and Bob Drane for stepping up with Jimmy Calvert to support the committee.
- The attendees were reminded that nominations for the Chapter and Region Safety Professional of the Year are due February 1, 2019.
- The speaker for the evening, **Vince StAngelo PE** provided an extremely informative and interesting presentation regarding NASAs Rocket Production Plants in Michoud and Stennis. Vince's first-hand perspective provided both a historical, timely and introspective view of the safety and environmental hazards related to the Saturn and Space Shuttle programs. The presentation was well received.

The meeting was concluded with an update of future meetings that include:

- February 11<sup>th</sup>: Speaker needed
- March 11<sup>th</sup> TBD Roanoke
- April 15<sup>th</sup> A Business Case For Safety", Bob Durkee of OECS Comply in Lynchburg
- May 13<sup>th</sup> TBD Roanoke
- June 3<sup>rd</sup>, Night out @ the Ballpark in Lynchburg

Bob Calhoun, Chapter Secretary





## American Heart Disease Awareness Month

American Heart Month, a federally designated event, is an ideal time to remind Americans to focus on their hearts and encourage them to get their families, friends and communities involved.

- The first American Heart Month, which took place in February 1964, was proclaimed by President Lyndon B. Johnson via Proclamation 3566 on December 30, 1963.
- The Congress, by joint resolution on that date, has requested the President to issue annually a proclamation designating February as American Heart Month.
- At that time, more than half the deaths in the U.S. were caused by cardiovascular disease.
- While American Heart Month is a federally designated month in the United States, it's important to realize that cardiovascular disease knows no borders. Cardiovascular disease, including heart disease and stroke, remains the leading global cause of death with more than 17.9 million deaths each year.
- That number is expected to rise to more than 23.6 million by 2030.



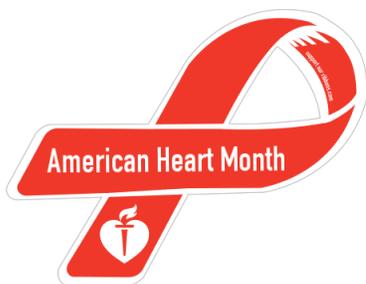
What can you do related to heart awareness month?

- [National Wear Red Day® is Friday, February 2, 2018!](#) -- Wear red to raise awareness about cardiovascular disease and save lives.
- Make healthy choices. The biggest part of living healthy comes down to simply making healthy choices. While you can't change things like age and family history, the good news is that even modest changes to your diet and lifestyle can improve your heart health and lower your risk by as much as 80 percent.

Read these linked articles.

- |  |   |
|--|---|
| ○ <a href="#">How to Prevent Heart Disease</a> | ○ <a href="#">Cooking for the Family</a>              |
| ○ <a href="#">Stress Management</a>            | ○ <a href="#">Healthy Cooking Tips</a>                |
| ○ <a href="#">Heart-Healthy Recipes</a>        | ○ <a href="#">Snacks and Eating on the Go</a>         |
| ○ <a href="#">Heart-Healthy Exercise</a>       | ○ <a href="#">Choosing Foods at the Grocery Store</a> |

For more information click on this link: <http://newsroom.heart.org/events/february-is-american-heart-month-6669831>





Knowing how much an injury costs is vital to determining the ROI of safety.

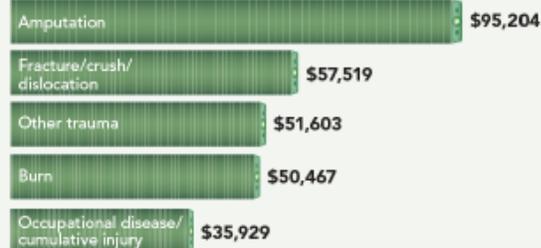
### How much?

Here are some of the more expensive injury types by average cost per workers' compensation claim from 2015 to 2016.

#### BY CAUSE OF INJURY:



#### BY NATURE OF INJURY:



#### BY PART OF BODY:



Source: National Safety Council, Injury Facts, [injuryfacts.nsc.org](http://injuryfacts.nsc.org)

To read "The ROI of safety" feature printed in the January 2019 issue of Safety+Health magazine, go to [safetyandhealthmagazine.com/articles/17819-ROI-infographic](http://safetyandhealthmagazine.com/articles/17819-ROI-infographic).

### Cost of occupational injuries and deaths, 2016



Total cost to society:  
**\$151.1 billion**

- \$49.5 billion in wage and productivity losses
- \$48.3 billion in administrative expenses
- \$33.8 billion in medical expenses
- \$12.1 billion in employers' uninsured costs
- \$4.7 billion for motor vehicle damage
- \$2.7 billion for fire losses

Injury impact per worker =  
**\$1,000**



This includes the value of goods or services each worker must produce to offset the cost of work injuries. It does not represent the average cost of a work-related injury.

**\$32,000**

Cost per medically consulted injury, including estimates of wage losses, medical expenses, administrative expenses and employer costs.

**\$1.12 million:** Cost per death

These fascinating statistics recently appeared in a Rockford Systems LLC Machine Safety Blog at this address: <https://blog.rockfordsystems.com/evaluating-the-machine-guarding-roi/>. Some sober figures that first appeared in the National Safety Council's January 2019 edition of Safety + Health magazine. These statistics are recommended to identify the return of investment to sell occupational safety and health initiatives and improvements to management.



## Chapter Nomination Time

It that time of year when the Nomination & Election Committee works their magic to nominate officers for the Star Valley Chapter. This year's committee, under the guidance of past-president **Jimmy Calvert** includes **Jeff Brafford**, **Carlton Davis**, and **Bob Drane**.

**ALL CHAPTER OFFICER POSITIONS ARE OPEN!!!!** Throw your hat in the ring! If you are a professional ASSP member for at least a year, you are eligible to run for one of five positions: President, Vice President, Secretary, Treasurer and Delegate. Job descriptions for each office are provided below.

### President:

**Purpose:** The chapter president provides direction and support to create a meaningful and high-quality experience for chapter members.

#### **Key Responsibilities:**

- Provide direction to the chapter that is consistent with the chapter's bylaws as well as ASSP's mission and vision statements, goals and code of professional conduct
- Chair all chapter executive committee meetings and chapter general membership meetings
- Lead chapter executive committee in the development and execution of strategic activities related to succession planning and chapter sustainability
- Maintain chapter incorporation and affiliate agreements with ASSP headquarters, including ensuring chapter compliance with required reporting
- Represent the chapter on semiannual Area Operating Committee (AOC) and/or Regional Operating Committee (ROC) by attending meetings or appointing a proxy
- Represent the chapter at meetings of other organization when official representation is of benefit to chapter or ASSP members, or appoint a designee to ensure attendance
- Appoint standing committee chairs and members to special committees as needed

#### **Support:**

- Online training from ASSP is required before taking office
- Transition meeting with outgoing chapter president
- Additional support available from area director, regional vice president and [ASSP Chapter Services](#)

#### **Benefits:**

- Opportunity to develop transferrable leadership, strategic planning and project management skills
- Opportunity to grow professional network
- Opportunity to attend ASSP Leadership Conference for training and networking
- Earn professional certification maintenance points

#### **Time Commitment:**

- Term of office: Minimum 1 year, July 1 - June 30
- Average hours per month: Up to 10 to 15 hours, plus travel to and attendance at AOC/ROC twice a year

#### **Qualifications:**

- Must be a professional member, member or international member of ASSP in good standing for at least one year prior to election, or receive approval from the regional vice president
- Have or be willing to develop strong leadership, strategic planning and project management skills
- Have or be willing to develop an understanding of chapter and ASSP structure and strategic direction
- Able to work effectively in a team setting and communicate with diverse audiences
- Employer support helpful



## Specific Duties:

- Complete six modules of officer training:
  1. Basic training:-Chapter operations
  2. Basic training:-ASSP overview
  3. Leadership training: President
  4. Membership training: Recruitment
  5. Membership training: Retention
  6. Advanced training: Chapter advanced president training
- Recommend completion of additional training modules from ASSP and the ROC
- Appoint one member to the chapter's Nominations & Elections Committee
- Submit the Chapter Operations Management Tool (COMT) report by **June 30**
- Update the chapter's operational plan and coordinate activities to achieve the plan's goals - Submitted into COMT by **August 15**
- Submit annual leadership report through COMT by **May 31**
- Ensure that the chapter treasurer submits the annual financial report and financial checklist by **May 31** and files chapter taxes if revenue exceeds \$50,000
- Provide reports to the area director or regional vice president as requested
- Ensure that chapter bylaws are reviewed by all new incoming leadership
- Oversee bylaws revision process, as needed, ensure that the changes conform in principle to the current ASSP Model Chapter Bylaws and are approved by the area director and regional vice president
- Support the chapter's succession planning efforts through volunteer recruitment, delegation and mentoring
- Work with chapter Awards & Honors Committee chair to recognize officers, volunteers and members for their participation in and contributions to the chapter
- Conduct meetings in a manner that allows time for networking as well as adequate time for a speaker
- Help distribute information from ASSP, the region and/or the area to the membership as necessary
- Ensure orderly transition and transfer all duties and records to succeeding chapter president
- Any additional chapter-specific duties.

## Vice President

**Purpose:** The chapter president-elect/vice president assists the chapter president in providing direction and support to the chapter to create a meaningful and high-quality experience for chapter members.

## **Key Responsibilities:**

- Support the chapter president in providing direction to the chapter that is consistent with the chapter's bylaws, as well as ASSP's mission and vision statements, goals and code of professional conduct.
- Work with chapter president and Executive Committee to develop and execute strategic activities related to succession planning and chapter sustainability
- Serve as acting president in absence of the chapter president (see chapter president position description), including representing the president as requested
- Assist with planning and attend chapter Executive Committee and general membership meetings
- Supervise the activities of chapter committees as agreed upon
- Recommend attendance at semiannual Area Operating Committee (AOC) and/or Regional Operating Committee (ROC) meetings
- Perform other duties as agreed upon with the chapter president or Executive Committee

## **Support:**

- Online training from ASSP is required before taking office
- Transition meeting with outgoing chapter president-elect/vice president
- Additional support available from chapter president and [ASSP Chapter Services](#)



## Benefits:

- Opportunity to develop transferrable leadership and strategic planning skills
- Opportunity to grow professional network
- Opportunity to attend ASSP Leadership Conference for training and networking
- Earn professional certification maintenance points

## Time Commitment:

- Term of office: Minimum 1 year, July 1 - June 30
- Average hours per month: Up to 10 to 15 hours, plus potential travel to and attendance at ROC if the chapter president is unable to attend

## Qualifications:

- Must be professional member, member or international member of ASSP in good standing for at least one year prior to election, or receive approval from the regional vice president
- Have or be willing to develop an understanding of chapter and ASSP structure and strategic direction
- Helpful to have or be willing to develop strong leadership and project management skills
- Able to work effectively in a team setting and communicate with diverse audiences
- Employer support is helpful

## Specific Duties:

- Complete three modules of officer training in:
  1. Basic training:-Chapter operations
  2. Basic training:-ASSP overview
  3. Leadership training: President-elect/Vice president
- Recommend completion of two additional officer training modules:
  1. Membership training: Recruitment
  2. Membership training: Retention
- Work with chapter president and Executive Committee to develop and execute an annual plan for the chapter
- Assist the chapter president in completing required reporting through the Chapter Operations Management Tool (COMT)
- Help distribute information from ASSP, the region and/or the area to the membership as necessary
- Support the chapter's succession planning efforts through volunteer recruitment, delegation and mentoring
- Help conduct meetings in a manner that allows time for networking as well as adequate time for a speaker
- Represent the chapter as appropriate to other local professional societies and organizations for the advancement of the profession
- Ensure orderly transition and transfer of all duties and records to succeeding president-elect/vice president
- [additional chapter-specific duties]
- Support the chapter's succession planning efforts through volunteer recruitment, delegation and mentoring
- Work with chapter Awards & Honors Committee chair to recognize officers, volunteers and members for their participation in and contributions to the chapter
- Conduct meetings in a manner that allows time for networking as well as adequate time for a speaker
- Help distribute information from ASSP, the region and/or the area to the membership as necessary
- Ensure orderly transition and transfer all duties and records to succeeding chapter president
- Any additional chapter-specific duties.



## Secretary

**Purpose:** The chapter secretary ensures the chapter's ability to provide continuity of a quality member experience by maintaining the chapter's historical records

### **Key Responsibilities:**

- Maintain and retain all chapter files, including minutes and correspondence, according to the chapter document retention guidelines
- Ensure that members receive timely and effective notices of all chapter meetings and functions
- Attend chapter general membership and Executive Committee meetings
- Record and distribute minutes of all chapter and Executive Committee meetings to chapter members and officers
- Ensure consistent and appropriate messaging across chapter communication channels (website, social media accounts, newsletter and other publications) in partnership with chapter communications chair and/or other chapter volunteers as applicable
- Assist chapter president in completing reports
- Assume duties of chapter treasurer when necessary

### **Support:**

- Online training from ASSP is required before taking office
- Transition meeting with outgoing chapter secretary
- Additional support available from chapter president and [ASSP Chapter Services](#)

### **Benefits:**

- Opportunity to develop transferrable leadership, recordkeeping and communication skills
- Opportunity to attend ASSP Leadership Conference for training and networking
- Earn professional certification maintenance points

### **Time Commitment:**

- Term of office: Minimum 1 year, July 1 - June 30
- Average hours per month: up to 8 hours

### **Qualifications:**

- Must be an ASSP member in good standing for at least one year prior to election, or receive approval from the regional vice president
- Have or be willing to develop an understanding of chapter and ASSP structure and strategic direction
- Able to work effectively in a team setting and communicate with diverse audiences
- Employer support is helpful

### **Specific Duties:**

- Complete three modules of officer training:
  1. Basic training: Chapter operations
  2. Basic training: ASSP overview
  3. Leadership Training: Secretary



- Recommend completion of two additional officer training modules:
  1. Membership training: Recruitment
  2. Membership training: Retention
- Maintain chapter meeting attendance records and upload into the Chapter Operations Management Tool (COMT)
- Retain custody of the chapter charter, affiliate agreement, incorporation papers and other official documents
- Monitor all deadlines to ensure compliance with chapter charter
- Ensure orderly transition and transfer of duties and records to succeeding chapter secretary
- Any additional chapter-specific duties.

## Treasurer

**Purpose:** The chapter treasurer ensures the chapter's financial ability to serve its members. This volunteer leader manages chapter resources and funds, maintains and updates the chapter's financial records, and provides leadership in financial responsibility and fund allocation.

### **Key Responsibilities:**

- Prepare and manage chapter operating budget for the fiscal year (April 1 - March 31)
- Present reports regarding current and long-term chapter finances to the chapter Executive Committee and chapter membership
- Share opinions on the chapter financial position as an elected officer
- Supervise the receipt and disbursement of funds
- Establish and manage funds in an approved depository
- Attend Executive Committee and chapter meetings
- Ensure that an annual or biennial audit is performed on the chapter financial records
- Assume the duties of chapter secretary as necessary

### **Support:**

- Online training from ASSP is required before taking office
- Transition meeting with outgoing chapter treasurer
- Additional support available from chapter president and [ASSP Chapter Services](#)

### **Benefits:**

- Opportunity to develop transferrable leadership and financial recordkeeping skills
- Opportunity to attend ASSP Leadership Conference for training and networking
- Earn professional certification maintenance points

### **Time Commitment:**

- Term of office: Minimum 1 year, July 1 - June 30
- Average hours per month: 9 hours (subject to change if the chapter hosts a professional development conference)



## Qualifications:

- Must be an ASSP member in good standing for at least one year prior to election, or receive approval from the regional vice president
- Have or be willing to develop knowledge of sound budgeting principles and processes and basic spreadsheet functions for financial reporting
- Have or be willing to develop a solid working knowledge of the chapter financial and general operating guidelines
- Have or be willing to develop an understanding of chapter and ASSP structure and strategic direction
- Able to work effectively in a team setting and communicate with diverse audiences
- Employer support is helpful

## Specific Duties:

- Complete three modules of officer training in:
  1. Basic training: Chapter operations
  2. Basic training: ASSP overview
  3. Leadership training: Treasurer
- Recommend completion of two additional officer training modules:
  1. Membership training: Recruitment
  2. Membership training: Retention
- Obtain signature cards for incoming officers and return to the bank
- Transfer financial records from outgoing treasurer to incoming treasurer
- Maintain current year financial records
- Archive and maintain chapter financial records for the past 7 years
- Retain files of bank statements, canceled checks, invoices, and vouchers
- Keep and update a ledger of payments and receipts
- Deposit chapter funds
- Submit the annual financial report and financial checklist into COMT by **May 31**
- File taxes for revenue exceeding \$50,000 in a 3-year period (by **August 15**)
- Ensure ASSP headquarters office has current bank account information and address for dues reports
- Issue monthly treasurer reports
- Submit chapter dues report to [ASSP Chapter Services](#) by **March 1** if your chapter votes to increase its dues for the upcoming chapter year.
- Ensure orderly transition and transfer of duties and records to succeeding chapter treasurer
- Any additional chapter-specific duties.

## Delegate

**Purpose:** The chapter delegate to the House of Delegates serves as the liaison between the chapter's members and ASSP. The delegate represents chapter members' interests to the House of Delegates, keeps chapter members informed on House of Delegates actions and proposed actions, and acts on House of Delegates ballots on behalf of the chapter's membership.



# Star Valley Chapter Newsletter

FEBRUARY 2019



## Key Responsibilities:

- Represent the chapter membership to the ASSP House of Delegates by voting on Society-level issues and providing feedback from the chapter to ASSP on issues related to the profession throughout the chapter year
- Communicate with chapter membership to determine overall chapter viewpoint on Society-level issues
- Attend the annual House of Delegates meeting in June or appoint a proxy if unable to attend
- Attend chapter general membership and Executive Committee meetings

## Support:

- Online training from ASSP is required before taking office
- Transition meeting with outgoing chapter delegate to the House of Delegates
- Additional support available from chapter president and [ASSP Chapter Services](#)

## Benefits:

- Opportunity to develop leadership and strategic planning skills, particularly related to organizational governance
- Opportunity to network with other chapter leaders and safety professionals at annual House of Delegates meeting
- Opportunity to be a voice to and for chapter on Society matters
- Earn professional certification maintenance points

## Time Commitment:

- Term of office: Minimum 1 year, July 1 - June 30
- Average hours per month: Up to 4 hours, plus travel to and attendance at annual House of Delegates meeting

## Qualifications:

- Must be professional member, member or international member of ASSP in good standing for at least one year prior to election, or receive approval from the regional vice president
- Must not be concurrently serving as an ASSP board member, a regional vice president, practice specialty administrator or common interest group administrator
- Have or be willing to develop an understanding of chapter and ASSP structure and strategic direction
- Able to work effectively in a team setting and communicate with diverse audiences

## Specific Duties:

- Complete one module of officer training in:
  1. Basic training: Chapter operations
- Ensure orderly transition and transfer of duties and records to incoming chapter delegate to the House of Delegates
- Any additional chapter-specific duties.

Stay Connected! Review your Communications Options with ASSE:  
[Click here to update your address, email and more.](#)



Social Media:



Support the future, support the Foundation

Join us at the Star Valley Facebook page: <https://www.facebook.com/starvalleyasse>