**AGENDA**

SME Health and Safety Division Executive Annual Meeting

Thursday, Feb. 25, 2020

Microsoft Teams

 9-11:30 am (MST)

**Attendees:** Mick Routledge, Ali Lashgari, Emily Haas, Michael Wegleitner, Lee Saperstein, Adele Abrams, Pedram Roghanchi, Mark Ellis, Mark Savit, Mitchell Krueger, Gerald Popplin, Pratt Rogers, Jack Trackemas, Elham Rahimi, Jonathan Hrica, Paloma Lazaro, Amy Richins, Dave Kanagy, Bill Edgerton, Susan Moore, Ron Parratt, Joseph Bourgeois, Javad Sattarvand, Sebnem Duzgun, Hugh Miller, Bill Gleason.

**Agenda items:**

1. Safety Share: Auto safety – when a person gets into his or her vehicle does the company have the responsibility to be sure the person has their seat belt on. Seat belt use on the job and off duty.
2. Introduction (Routledge)
3. Visit from SME President: 2020 SME President Robert Schafer gave a state of the Society address, explaining that despite the COVID pandemic SME fared well and is looking ahead to a good year in 2021. Bill Edgerton, 2021 SME President asked the Division members to look to other SME Divisions to find ways to work with each other to improve all divisions. Dave Kanagy asked attendees of the call to register for the SME Annual Conference March 1-5.
4. State of the Division (Routledge) – Routledge said that the mining industry has made great strides in its goal for zero fatalities and lost-time injuries in the workplace. The SME Health & Safety Division is part of the effort to decrease fatalities and injuries through efforts such as the CMSP and collaboration with other stakeholders such as ICMM. There has been a good foundation built for the Division’s five-year strategic plan and the work ahead should be to fill in goals for 2025 and 2026 and work back. Incoming chair Ali Lashgari will create working sessions in 2021.
5. Division Scholarships – The Health & Safety Division approved a motion to create one or more Health & Safety Division scholarships.
	1. Short term goal – Create one or more scholarships to be awarded in the name of Terry Tew in 2022 and 2023. Mark Savit, Adele Abrams and Kathleen Tew will form a committee to determine governance, criteria and appropriate amount for the initial scholarship.
	2. Long term goal – A self-sustaining, endowment scholarship requires a fund of at least $50,000. The same committee will explore the potential for a named scholarship.
6. 2020 Programming (Haas) – 2020 H&S Division program chair Emily Haas provided an update on the Division’s programing for MINEXCHANE 2021 SME Annual Conference. Because of the reduced programing as a result of the COVID pandemic Haas said a number of proposed sessions that did not happen in 2021 could be made available for the 2022 program. Action item – attendees of the call were asked to share MINEXCHANGE registration on their own social media.
7. IAMSH update (Kramer) – IAMSH Chair Stacy Kramer was unable to attend the meeting.
8. NORA Update (Saperstein) – Lee Saperstein provided an update on the programing activities of National Occupational Research Agenda (NORA). There will be a meeting following MINECHANGE 2021 SME Annual Conference.
9. Awards (Rogers/Richins) – The Division awarded all three of its awards in 2021. Pratt Rogers said it was difficult to get nominations for the awards and asked the committee to submit more nominations for award winners. There was discussion to add outreach responsibility to the communication chair role. This position would be responsible for creating emails, social media posts and other communications designed to increase nominations for the Division awards.
10. Division Communications Plan (James/Roghanchi)
	1. Webinars, Safety Share Page – Pedram Roghanchi filled in during 2020 to solicit content for the Division’s Safety Share page and for the Safety Shares that appear with the President’s Page each month in Mining Engineering. Roghanchi reported that he has created a plan for 10 articles, 11 safety shares for the President’s Page in 2021 that he will share with the Executive Committee. He asked about creating a LinkedIn page for the Division. Gleason will check with SME’s social media team.
11. Responsible Mining Toolkit (the divisions role) (Moore/Tew) – Susan Moore reported that the ESG Toolkit group met on Feb. 23. Moore, Mark Savit, Emily Haas and John Hrica will represent the Health & Safety Division on the ESG Toolkit efforts. The group will meet on March 15.
12. Special issue (s) of *MM&E* Journal (Lutz/Rogers)
	1. 2020 Special issue on health
	2. 2021 Special issues on safety – Completed
13. Joint Safety Congress Update (Guasta) – Rescheduled for November in Dallas, TX.
14. CMSP – Routledge opened a discussion about the CMSP program and the need to support and grow the program. Routledge pledged to have five people from Couer Mining register for the CMSP short course and test. Routledge reported that he had approached Rio Tinto and Vale to secure similar commitments. Savit spoke of the need to take the course to locations such as West Virginia, Nevada and Arizona. The committee asked if a communication plan could be developed with talking points about the program.
15. Will only discuss items on the agenda (next meeting, SME Midyear Meeting, Sept. Las Vegas, Sept. 9-11 ahead of MINExpo, Sept. 13-15).