



New Brunswick Chapter

CSSE General Meeting Minutes

Worksafe Rehab Center – Saint John NB

January, 11, 2012

Attendees:

Members:

Clinton Sharpe
Scott Campagna
Bruce Harquail
Barbara McFarlane
Shelley O'Dell
Jean Yves Breau
Ed MacFarlane
Jerry Doucett
Earl Affleck
Jason Shermun
Bernard Beukeveld
Grant Aune
Dan Keys
Greg Doran
Wayne MacAllister
Alex Pitre
Roland Roy

Guest:

Roger Cook

Call to Order:

Call to order by Barb McFarlane at 1:10pm

We had a great presentation by Nancy Ouellett on Overview of the Adjudication Process

Introductions: Everyone in attendance introduced themselves, stating name and what company they work for and if they are a member or potential member.

Approval of Agenda: Moved by Jerry Doucett – 2nd Ed MacFarlane. Approved.



New Brunswick Chapter

Correspondence: Shelley received a letter on holding in house training sessions in NB and NFLD. Not sure if we want to open that can of worms again or not. Letter on the CSSE has low numbers for the course on Feb 18/19 on Consulting Skills.

Financial Report: \$ 8164.06 as at Dec 31, 2011 This will no longer be sent with the minutes as the minutes will be on the website viewable at www.csse-nb.org

Reports from Committees:

Membership: We are still standing in the 130 plus/minus area. We need to promote the CSSE and try to get new members on board.

Education: Shelley would like ideas on courses for education and especially the education day. She sent Renzo a note on the displeasure of the course offered at the Conference. Renzo said he will pass on the concerns.
Scott to send an email to all members to see what courses may be needed to obtain their CHSC or maintain their CRSP.
We will try lunch and learns.

Programs: March 14, 2012 will be at Irving Personal Care - Moncton
May will see us busy with NAOSH Week breakfasts
June will have the social and education day – the idea of the Sussex area at a resort with cabins was spoke on and seemed to be a hit with everyone. Will be looking at the 14th and 15th of June.
August will be Moosehead
September is the PDC in Niagra Falls in 2012
Worksafe Conference will be next in late September/early October
November will be at the Moncton Airport
DATES NEED TO BE CONFIRMED.

NAOSH: NAOSH was a huge success but we will still need help with the breakfasts. We will be looking for people to step up and help us out in the various regions. We also need everyone to speak to their company and various other contacts for possible sponsorship. The letters (sponsorship and registration) just need the dates changed and they are good to go.
Next NAOSH meeting will be January 11th prior to the Executive and General meetings.
NAOSH Meeting was held after this one.

Website: Scott promotes it every time he sends emails and especially the to promote that the meeting minutes are now on the web and not sent out.
Mike to look into members advertising at a reduced rate.



New Brunswick Chapter

Need feedback from the General Membership to see about a listing of members (what info could be included).

New Business: Scott to find what courses are needed to obtain your CHSC and CRSP and ask Mike to put on website.

We were asked if there would be enough interest to go to the mine in Sussex. There was a lot of interest so we may set up a meeting and tour there. Barb to ask Joanne to contact Alex at the Potash Corp.

Open Discussion: If you are going to go for your CHSC Designation you will want to first make sure that you have your error and omission insurance up to date. Check with your company to see if you have liabilities insurance and if not you may want to check the CSSE website on how to obtain it.

Motion to adjourn: Grant and Jerry at 2pm, followed by a tour of the Worksafe Rehab Center..

Next Meetings: NAOSH, Executive and general. March, 14, 2012 Time TBD

Respectfully Submitted,

Scott Campagna CHSC

Net Worth
(Includes unrealized gains)
As of 30/06/12 (in Canadian Dollars)

01/02/12

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Account	30/06/12 Balance
ASSETS	
Cash and Bank Accounts	
CSSE 2011-	8,164.06
CSSE Chapter NB	0.00
TOTAL Cash and Bank Accounts	<u>8,164.06</u>
TOTAL ASSETS	<u>8,164.06</u>
LIABILITIES	0.00
OVERALL TOTAL	<u>8,164.06</u>

2011-2012 Income/Expense
01/07/11 Through 30/06/12 (in Canadian Dollars)

Category Description	01/07/11- 30/06/12
INCOME	
Advertising	50.00
Education Day Inc	2,525.00
Interest Inc	0.42
Rebate National	1,859.00
TOTAL INCOME	<u>4,434.42</u>
EXPENSES	
Bank Charge	12.50
Conference	887.50
Education Day Exp	2,343.60
Gifts&Awards	21.41
IT	339.00
Meetings	731.09
NAOSH	1,387.76
TOTAL EXPENSES	<u>5,722.86</u>
OVERALL TOTAL	<u>-1,288.44</u>

NB CSSE 2010-11 Monthly Transaction

01/07/11 Through 30/06/12 (in Canadian Dollars)

01/02/12

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Date	Description	Memo	Category	Amount
	INCOME			
	Advertising			
05/12/11	OSCO Group Services Limited	Invoice 2011-58	Advertising	50.00
	TOTAL Advertising			<u>50.00</u>
	Education Day Inc			
	Registration			
05/07/11	SMUNB	Cheque # 13443	Education Day Inc:Registration	875.00
05/07/11	NBFSA	Cheque #1854	Education Day Inc:Registration	620.00
14/07/11	Bell Aliant	Cash	Education Day Inc:Registration	310.00
14/07/11	All Lift Truck Training	Cheque # 2445	Education Day Inc:Registration	50.00
05/08/11	Moosehead	Cheque #163795	Education Day Inc:Registration	620.00
25/08/11	Bill Nichol, CSSE Member		Education Day Inc:Registration	50.00
	TOTAL Registration			<u>2,525.00</u>
	TOTAL Education Day Inc			<u>2,525.00</u>
	Interest Inc			
29/07/11	Bank		Interest Inc	0.08
31/08/11	Bank		Interest Inc	0.09
30/09/11	Bank		Interest Inc	0.09
31/10/11	Bank		Interest Inc	0.09
30/11/11	Bank		Interest Inc	0.07
	TOTAL Interest Inc			<u>0.42</u>
	Rebate National			
05/08/11	CSSE National	Cheque #5555	Rebate National	1,859.00
	TOTAL Rebate National			<u>1,859.00</u>
	TOTAL INCOME			<u>4,434.42</u>
	EXPENSES			
	Bank Charge			
	Stop Payment Fee			
29/09/11	Bank	Cheque lost in mail	Bank Charge:Stop Payment Fee	-12.50
	TOTAL Stop Payment Fee			<u>-12.50</u>
	TOTAL Bank Charge			<u>-12.50</u>
	Conference			
16/08/11	WorkSafeNB	Booth Rental Invoice 017	Conference	-887.50
	TOTAL Conference			<u>-887.50</u>
	Education Day Exp			
	Meals			
01/09/11	Michael Berube	Ice	Education Day Exp:Meals	-14.00

NB CSSE 2010-11 Monthly Transaction

01/07/11 Through 30/06/12 (in Canadian Dollars)

01/02/12

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Date	Description	Memo	Category	Amount
	TOTAL Meals			-14.00
	Presenter Fee			
12/07/11	Advantage Fleet Services	13 @ \$160.00	Education Day Exp:Presenter Fee	-2,329.60
	TOTAL Presenter Fee			-2,329.60
	TOTAL Education Day Exp			-2,343.60
	Gifts&Awards			
18/10/11	River Signs	2011 Chair Award: Scott ...	Gifts&Awards	-21.41
	TOTAL Gifts&Awards			-21.41
	IT			
	Website			
05/07/11	Mighty Community Group	Web Maintenance	IT:Website	-67.80
05/08/11	Mighty Community Group	Web Maintenance	IT:Website	-45.20
01/09/11	Mighty Community Group	Web Maintenance	IT:Website	-45.20
11/10/11	Mighty Community Group	Web Maintenance	IT:Website	-45.20
07/11/11	Mighty Community Group	Web Maintenance	IT:Website	-45.20
05/12/11	Mighty Community Group	Web Maintenance	IT:Website	-45.20
05/01/12	Mighty Community Group	Web Maintenance	IT:Website	-45.20
	TOTAL Website			-339.00
	TOTAL IT			-339.00
	Meetings			
	Meal			
18/10/11	Crowne Plaza		Meetings:Meal	-448.59
	TOTAL Meal			-448.59
	Room Rental			
18/10/11	Crowne Plaza		Meetings:Room Rental	-282.50
	TOTAL Room Rental			-282.50
	TOTAL Meetings			-731.09
	NAOSH			
	AV Rental			
05/07/11	**VOID**Holiday Inn Express	NAOSH Moncton	NAOSH:AV Rental	0.00
03/10/11	Holiday Inn Express	NAOSH Moncton	NAOSH:AV Rental	-39.55
	TOTAL AV Rental			-39.55
	Meal			
05/07/11	**VOID**Holiday Inn Express	NAOSH Moncton	NAOSH:Meal	0.00
03/10/11	Holiday Inn Express	NAOSH Moncton	NAOSH:Meal	-1,319.96
	TOTAL Meal			-1,319.96
	Room Rental			

NB CSSE 2010-11 Monthly Transaction

01/07/11 Through 30/06/12 (in Canadian Dollars)

01/02/12

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Date	Description	Memo	Category	Amount
05/07/11	**VOID**Holiday Inn Express	NAOSH Moncton	NAOSH:Room Rental	0.00
03/10/11	Holiday Inn Express	NAOSH Moncton	NAOSH:Room Rental	-28.25
	TOTAL Room Rental			-28.25
	TOTAL NAOSH			-1,387.76
	TOTAL EXPENSES			-5,722.86
	OVERALL TOTAL			-1,288.44