



Governance Task Force Report

In January 2021 Board of Directors meeting, the Board passed a motion to approve the Governance Task Force. The purpose of the task force was to inform options and a recommendation to the Board to achieve a more agile governance structure.

Through a rigorous process, involving multiple stakeholder groups, the ASSP team reviewed over 40 recommendations to join the task force. The Board approved task force members in addition to co-chairs Brad Giles and Christine Sullivan, are Lindsay Bell, Wyatt Bradbury, Abby Ferri, Lori Frederic, Matt Herron, Monique Parker, Jose Perez, Rick Pollock, Kathy Seabrook and Royal Willard.

The task force and ASSP staff, guided by an experienced consultant who ASSP has engaged, have worked together closely over the past several months to create a recommendation for the Board to evolve ASSP's governance structure.

Why Evolve ASSP Governance

Based on their work and review of industry information and research, task force members agreed that there is a need for change.

Our current structure divides authority of policymaking. It is outdated and can be correlated with an absence of accountability and a threat to prudent leadership. Conflicts of interest can arise when leaders represent a specific constituency group instead of the profession as a whole.

Modernizing ASSP's governance model will also enable the Society to achieve the business agility and accountability needed to remain strong in a rapidly changing world. Over the past year, we've all seen how unpredictable events can cripple organizations that are not designed to respond quickly in a crisis. An agile infrastructure will allow ASSP to adapt quickly to market challenges and ensure its valuable resources are protected and effectively managed. The inability to be highly versatile in daily operations endangers our assets, hinders our ability to be competitive and deliver member value, and weakens our global position as an occupational safety and health leader. Without this evolution, ASSP's future is put at considerable risk.

Guiding Principles

Based on that shared understanding of our outlook and needs, the task force used the following set of guiding principles to develop the enclosed recommendation to be considered by the Board of Directors.

- Be driven by knowledge and information.
- Open to ideas and different perspectives.
- Remain grounded in a future orientation.
- Consider diverse perspectives and support an inclusive environment.
- Consider preferences of future leaders.
- Be fiscally responsible.
- Continue to support member engagement.
- Consider the ROI of our choices to the association and to our members.
- Be "representative of" the total organization pursuing for the greater good of the Society.





Task Force Recommendation

Introduce a new, open and inclusive member engagement opportunity to bring forward member voice and inform leader decisions, replacing the existing House of Delegates structure.

ASSP will form an advisory group made up of members who will be engaged year-round to bring forward and share member voice to inform and influence leader decisions. Involvement in this group will deepen participants' engagement with and knowledge of ASSP.

Advisory Group Purpose

Provide focused engagement opportunities for a knowledgeable and more diverse group of members to engage, influence and inform Society decisions while allowing for agile business practices.

Responsibilities

The oversight committee will bring issues and topics to the advisory group for counsel and to capture member voice. Issues and topics will be brought forward by the oversight committee, with input from the Board and other groups within the Society (e.g., advisory group, councils, committees, communities).

- Issues and topics may be relevant to Society business, operations or strategy, and/or issues and trends impacting the profession.
- Issues and topics may be critical, short-term or future thinking.
- Cascade information and insight back to ASSP members.

The advisory group will actively discuss and provide input on the issues/topics presented. The group will not have decision-making authority but will play a critical role in informing and influencing Society decisions. Decision-making authority will sit with the Board of Directors, aligning to the legal and fiduciary responsibilities of the Board of Directors.

The advisory group will participate in onboarding activities and receive additional training to help enhance their participation and maximize impact. We anticipate that participating in this group will help members strengthen their leadership skills and give them greater insight into ASSP operations and strategic planning.

Advisory Group Composition

- This opportunity will be open to all interested members in good standing no matter their level of membership, through the ASSP Leadership connection form. All current delegates would be asked to serve on the advisory group.
- ASSP will promote this opportunity to all members through all ASSP channels. We will encourage local chapters, practices specialties, common interest groups and other groups within ASSP to encourage their members to participate.
- All participants would be considered "at-large" and expected to represent the best interests of the entire membership and the profession, rather than specific constituencies.
- All participants will receive initial onboarding and additional training to help enhance their participation and maximize impact.

Oversight Committee

A committee of members from the advisory group will oversee and guide engagement. This will include:

- Oversee topics and issues to bring forward to the advisory group.





- Oversee advisory group composition and advisory group engagement to balance and ensure diversity of perspectives.
- Oversee agenda development and meeting format/facilitation for advisory group engagement.
- Serving as a liaison with the Board of Directors.

This committee will be a board-level committee and accountable to the Board of Directors and ASSP membership. This committee will be appointed following the ASSP council and committee appointment process, adopted from the process developed in 2020 to appoint the Diversity, Equity and Inclusion Task Force.

Advisory Group Engagement

The year-round engagement will establish consistent channels to keep members informed and engaged on issues about which the Board is seeking member input and guidance. Engagement strategies will use various channels, including:

- Communications (e.g., e-mails, webpages, discussion forums)
- Surveys, polls and focus groups
- Engagement sessions and virtual meetings

The advisory group will primarily engage virtually. That does not preclude face-to-face opportunities to engage if the opportunity or need aligns to ASSP business operations and needs. This proposal is aligned to current plans to permanently shift House of Delegates meetings to virtual and separate from the annual PDC.

Actioning Governance Evolution

- May 2021 Milestones:
 - Communications and messaging development
 - Bylaws preparation
- June 2021 Milestones:
 - Board connection series – Repositioning ASSP for success
 - Voting package deployment and plans for virtual HOD announced
 - Delegate and stakeholder engagement
- July 2021 Milestones:
 - Delegate and stakeholder engagement
 - Regional and council caucuses
 - 2022 – 2021 Delegate onboarding
- August 2021 Milestones:
 - Delegate and stakeholder engagement
 - Regional and Council caucuses
 - House of Delegates Virtual meeting and vote (tentative; timeline may shift to September)

