

## **U.S. Consumer Product Safety Commission LOG OF MEETING**

**SUBJECT:** Electrical Safety Foundation International (ESFI or Foundation) Board of Directors meeting

**DATE OF MEETING:** April 6, 2020

**LOG ENTRY SOURCE:** Andrew Trotta, ESEF *AMT*

**DATE OF LOG ENTRY:** April 8, 2020

**LOCATION:** By teleconference

**CPSC ATTENDEE(S):**

Andrew Trotta, Directorate for Engineering Sciences

**NON-CPSC ATTENDEE(S):**

For a list of non-CPSC attendees, please contact ESFI staff at [info@esfi.org](mailto:info@esfi.org)

**SUMMARY OF MEETING:**

Due to widespread stay-at-home orders in response to COVID-19, the Board of Directors convened by teleconference. The meeting included the following topics:

- Minutes from the October 29, 2019 Board Meeting were approved
- Treasurer's Report – Despite some cash shortfalls, the Foundation remains in strong financial shape. However, the Board acknowledged that there could potentially be impacts in contributions and earnings due to the financial crisis created by the pandemic. The treasurer's report was approved.
- President's Report –
  - ESFI's new Communications Director staff gave an overview of the status of the communications metrics relative to the 2020 goals
  - The ESFI President led an extensive discussion of ESFI's strategic plan for 2020-2023, which is being finalized. The three main changes from the 2016-2019 plan are
    - Statistics-driven programs
    - Accelerated focus on workplace safety
    - Focus on programs with a return on investment
- The Foundation President presented the results of a survey of the Board members regarding participation in between the spring and fall meetings
- Nominating Committee – the Foundation President covered the Executive Committee succession plan by nominating two Board members to fill the Vice Chair and Secretary vacancies

The fall meeting of the Board is scheduled for Tuesday, October 27, 2020 at the ESFI Offices in Arlington, VA.