

APCO – Florida Chapter

Board of Officers Conference Call

June 18, 2015

12:00

Attendees:

Robin Schmidt

Jacqi Yeager

Tom Ciampi

Fran Self

Lynn Burnside

Clare Smith

Mary Collier

Debbie Gailbreath

Not on Call:

Eddie Williams

Nancy Morris

Arleen Fernandez

Ricky Rowell

President-elect Jacqi Yeager started the conference call at 1200. She advised that Fran Self would be joining the call later.

Acceptance of Minutes: Lynn advised she had received corrections from the draft of the minutes for the General Business held in May from Fran. She made the corrections. Ricky sent a correction to the post conference minutes, advising that he was in attendance but left off the roll call. He was added. Robin made a motion to accept both amended minutes, Tom seconded. Motion passed with no discussion.

Board Reports:

Treasury report: Robin advised she had submitted all the reports to the accountant for 2014 taxes. She copied Mary on those so that she could begin to get an understanding. Robin hasn't heard anything from the accountant yet but expects to. Robin reminded the board of a decision made last year to replace the chapter's laptops three years from purchase. Her laptop is due to be replaced this year, however as it is still in good condition, she suggested that a laptop be purchased for Mary with all the necessary software to include Quicken. Discussion was held. Tom made a motion that a laptop be purchased with any software needed, Lynn seconded. Motion passed with no discussion. Robin and Mary will work out the purchase of the laptop. Robin will get with Eddie reference not receiving payment from some of the vendors from the conference. Robin advised she received the check that Lynn forwarded and the check from the State 9-1-1 office for the reimbursement for the pre and post classes.

Secretary report: Lynn advised she had received Arleen Fernandez's signed authorization for being on the board. She stated she had sent the invoices and class rosters for the pre and post conference classes reimbursement as soon as she returned from conference.

Committee Reports:

More: Nancy not on call. She sent an email stating the FDLE presentations are going well. The next FDLE Region meeting is in Tampa. Jacqi will assist.

ProChrt: Tom asked Robin if she had issue with Jeannie Sentz and Nicole Armsey being co-chairs for the committee. Robin agreed. Tom will send them the info and email list. He will also send their info to Jacqi for the website. Not much has been going on in ProChrt but he expects it will pick up around July 1.

TERT: Arleen Fernandez not on call.

Public Affairs/Website:

Website-Status of updates Clare advised Chris will be out for 4 weeks or so. Jacqi will be updating the web site. Chris advised the date, time and location for the Chapter meeting in D.C. needs to be posted to web site. Fran will send Jacqi the info for the meeting.

Round-up-Summer Issue Clare sent an email yesterday for articles for the Round-up. Deadline for submission is end of June, or second week of July. Debbie, Tom and Fran will be submitting articles. When Clare receives information for the Round-up, she will forward it to Jacqi. Request for volunteers for booth if going to DC to be included along with info for Chapter meeting being Sunday 8/16, 1400-1600, at the Convention Center Room 154AB.

Training: Robin advised she had no updates. There is a Training committee conference today at 2.

By-Laws: President-elect Jacqi Yeager is the oversight.

E9-1-1 Liaison and Emerging Technologies: Rolf Preuss not on call.

Executive Council: Ricky Rowell not on call.

Vendor Representative: Eddie Williams not on call. Eddie needs to contact Robin.

Unfinished Business:

Conference Manual Update: Fran advised she had only received comments from Eddie and Jacqi on the draft manual she sent out. She asked that everyone please review, especially Clare as she was last year's conference chair. She would like to only send one document to Debbie with changes.

Policy Manual Update: Jacqi and Fran will begin review of the Policy manual. Fran has researched

other state chapters. After the conference manual is ready for publication, then we will work on the policy manual.

Audit meeting: Robin might not be available in October. Discussion was held that perhaps when the 2016 Committee chairs and co-chairs meet with APCO International that the audit be held then in Orlando as it is centrally located.

Florida NENA Conference Spring 2016: Robin did receive feedback from International that the Florida chapter could participate. Discussion held about the feasibility of having the time to participate as it takes quite a bit of time and the chapter will be preparing for the International conference. Robin will ask Natalie to discuss with the training committee the possibility of them doing some training at that conference. Fran is going to reach out to Carolyn Dill-Collier to set up a conference call to discuss.

New Business:

Donation to Texas: Robin sent a check for \$1,000 to the Texas APCO chapter who will distribute to the four people who lost their homes. Jacqi will write something for the Round-up, she will send it to Robin for review.

Chapter Leaders Teleconference: Fran and Clare participated in the teleconference last week.

2015 APCO International Conference in DC: Debbie advised she received an email from Ricky he will order the beach balls and lip balm on Monday. Debbie will have Ricky call before he places the order.

DC Volunteer schedule for booth: Robin has received some replies stating that people will volunteer to work the booth but did not supply date or time. There are a lot of open spots. Robin will send out an updated list in a couple of weeks. Robin advised the shirts were shipped yesterday to Bill Carrow via FedEx.

Booth Decorations: Debbie has the pink flamingo and the back drop mural. Lynn will pick up the Big sunglasses, flip flops, and buckets. Discussion was held reference raffling off a shirt, and the flamingo. Lynn to try to see if the hand pumps for soccer ball/ pool floats will work, if so she will pick up a few.

Fran has the tablecloth and the banners: She will ship the tablecloth and one banner to Bill Carrow

President's dinner: Discussion was held reference the President's dinner is a separate expense. Debbie receives a ticket due to life-membership, if they comp one that will be for Joann. It was decided to wait until the conference to get tickets if necessary.

2016 APCO International Conference in Orlando: Debbie requested for sub-committee chairs to send her dates that they would be available in Oct. to meet with International.

Need to advertise for a location for 2017 Florida APCO/NENA conference: Jacqi to make up a flyer requesting submissions for hosting the 2017 Florida APCO/NENA conference, for the Round-up, Website and PSConnect. Fran to send her what is needed for a hotel, i.e. rooms, vendor hall.

Discussion was held reference a request from JJ McFarland who is running for 2nd Vice President at APCO International. Fran did advise him the Chapter had voted to endorse Martha Carter for that position. Decision was made for Fran to forward his info to Jacqi for inclusion in the Round-up. Debbie will send Martha Carter's info also.

NCMEC Partner program-Fran advised that she was looking for what was decided by the board for the NCMEC program that was discussed with Julie Ray during the 2012 conference. Discussion was held. Robin thought we had to put out something in the Round-up or something. Fran found a letter she will send it out again.

Discussion was held about when an agency loses a member and the Chapter sends flowers, etc. and Since the board is spread out throughout the state, any board member could place the order for flowers Etc. Lynn sent an email with the information about the company the chapter has an account with. Robin reviewed how to navigate the web site. The board member should send an email out to the board advising that it has been handled.

Membership Update: as of May Florida had 2433 members.

Call adjourned at 1310 hrs.