



Florida Council on Crime & Delinquency  
1<sup>st</sup> Quarter Board Meeting  
The Crowne Plaza - Jacksonville, FL  
October 18th -19th 2013

## Meeting Minutes

Friday, October 18, 2013 1:10 p.m. – Meeting called to order by President Rob Lingus.

### President's Welcome & Call to Order

- President Lingus welcomed everyone to the 1<sup>st</sup> Quarterly Board Meeting for the 2013-2014 Year.
- State Secretary Linda Brooks called roll of the Chapter Presidents. A quorum was established and President Lingus called the meeting to order.

### Introduction of Executive Board

President Lingus asked that each member introduce themselves and provide brief information on their background.

Rob Lingus- President  
Karen Colon Michael – President Elect  
Gina Giacomo – Treasurer  
Linda Brooks – Secretary  
Merrill Colchiski – Past President  
Executive Secretary – Mike Page  
Admin. Assistant – Debbie Kissane  
Executive Director – Fred Schuknecht (Absent)

### President Reports

- **Location & Dates of Future Board Meetings:** 2<sup>nd</sup> Quarterly Board Meeting, February 7<sup>th</sup> & 8<sup>th</sup>, 2014, Holiday Inn Hotel & Suites, Indian Rocks Beach, FL; 3<sup>rd</sup> Quarterly Meeting, May 30<sup>th</sup> & 31<sup>st</sup>, Wyndham Grand Orlando Resort Bonnet Creek, Lake Buena Vista, FL; 4<sup>th</sup> Quarterly Meeting, August 11, 2014 and 85<sup>th</sup> Annual Training Institute, August 11<sup>th</sup> – 14<sup>th</sup>, Waldorf Astoria, Naples, FL. If you cannot attend a meeting, please ensure you have a proxy present.
- **ACA:** Winter Conference in Tampa, January 31<sup>st</sup> – February 5<sup>th</sup>. Maria Dibernardo is the Affiliate Liaison. Since it will be in Florida we will be a part of the host committee to assist with coordinating volunteers. As part of the Host Committee you get a reduced rate for registration (\$155). If you volunteer and

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work a 4 hour block; you get free registration for ACA. Volunteers are needed and Maria will coordinate.

**Secretary's Report:**

- Minutes from the 4th Quarterly Board Meeting presented by Secretary Gina Giacomo.
- Motion to accept the minutes made by Jim King.
- Motion seconded by Tim Strickland Chapter 1 President.
- Motion unanimously carried.

**Treasurer's Report: T**

- Treasurer Gina Giacomo presented the Operating Budget. for 2012-2013. Operating Budget is \$6, 774.59; Foundation Account \$100,644.55 and Lifetime Member \$1,767.99.
- Motion to accept the Operating Budget by Chapter 3 President Miriam Martinez.
- Motion seconded by Merrill Colchiski.
- Motion passed.

**Past President's Report:**

- Merrill Colchiski reviewed the Institute 2012 Conference Statement.

**Executive Secretary's Report:**

- Mike Page requested that the chapter presidents check their Membership Rosters and the Chapter Zero report for any of their members so they can be added to the correct chapters and receive information.

**Administrative Assistant Report:**

- Debbie Kissane reported that a request had been made to add email addresses to reports. She will notify when it is up and running.
- Please ensure that you sign the sign in sheets that are being distributed.
- President Lingus requested that everyone check that their name and title are accurate on the sheets.
- Due dates passed out to everyone.

**Barry University: Holly Haines-Kohl**

- Ms. Haines-Kohl the Jacksonville representative for Barry University gave information on the nonprofit organization and where their campuses are located.
- She discussed how they can help FCCD by reducing down their tuition rates for members and their families.
- She also discussed the various programs and degrees available.
- Representatives are available to come to local meetings.
- They offered to provide an academic scholarship that will be awarded at the institute next year.

### **Membership Committee: Mark Danford**

- Mark Danford discussed his ideas and suggestions for membership.
- President Lingus stated that membership is declining and he wants to motivate the presidents to come up with different activities and events to spark interest in the chapters.
- Mark Danford introduced himself and advised that he is retired from law enforcement after 48 years.
- Financially we are not doing badly but membership is decreasing. He discussed how do we get membership, how do we motivate membership and why do we lose membership.
- Training and Community Service activities are important. Membership makes a difference.
- He applauded President Lingus for focusing on bringing the family back to FCCD. It is important that FCCD continue to be family oriented.
- Chapter presidents should share their chapter activities and events.
- At this year's institute there will be a President's booth in the vendor area to promote FCCD.
- Suggestions to help booster membership is to create a brochure, create a FCCD DVD (he has contacted FulSail University to produce); increase communication; have newsletters, establish a communication person in each chapter and offer special incentives to new members.
- Mark provided his contact information so that chapter presidents can contact him for assistance and additional information. Email is [markdanford327@gmail.com](mailto:markdanford327@gmail.com); phone 407-970-2399.
- Mark ended his report by telling the story of the "Starfish" about making a difference.
- President Lingus also discussed that when hosting a board meeting in a location if a local chapter is near that chapter should encourage their membership to attend the state board meeting and the hospitality events to network and learn more about FCCD.

### **Candidates for Office**

- The candidates for State Secretary, Gordon Smith and Tammy Marcus spoke to everyone on why they should vote for them for the Secretary's position.
- Mr. Smith started his career in 1986 in law enforcement and worked his way up to his current position as Sheriff. He is a member of Chapter 5 and wants to get the other sheriffs in Florida involved in FCCD.
- Tammy Marcus is the President of Chapter 8 and has 23 years of service with DC. She has a website "Tammyfrommiami.org." that she requested all to visit to see her chapter's events and activities.
- Miriam Martinez who was nominated has declined to run due to health reasons.

### **Raffles**

- President Lingus gave the Chapters who had items for Raffles/Chance to Win the opportunity to address the group with their items.
- Chapter 8 – Springtime Basket
- Chapter 5 – 4 Chances to Win

- Chapter 4 – \$50 in Gift Cards
- Chapter 23 – Beauty Control Products
- Chapter 30 – 2013 Signed Football from Hall of Famer Warren Sapp
- Chapter 9 – Kindle Fire
- Terrasa Woods – Handbags that are Handmade from Candy Wrappers.

Tim Strickland requested that chapters provide him with a flyer and he will put their fundraisers on the chapter's website.

### **Chapter Effectiveness Forms**

- President Lingus discussed the criteria and forms. Do we have the correct information, are the forms needed and are there any forms we do not have that are needed.
- Community Service Project:
  - Need area to attach pictures
  - The form is for a single project. Additional forms needed for more than one project.
  - In the criteria section should add how many people participated, how many individuals were helped, if other agencies participated, etc.
  - Add examples on how to complete.
  - Need statistics to show agency heads more details on what we do.
  - Information will be put in a data base for retrieval of data if needed later.
- Distinguished Service Awards:
  - Recommended combining involvement and contributions since it could be the same information.
  - One could be personal involvement and the other professional involvement.
- Re-Entry Team/Agency Recognition:
  - Clarify that the category could be in any of the fields listed.
  - Recommended that the form be scaled down some.
- Sign in Sheet:
  - Add a column for phone number.
  - Change location to work location.
- Training Awards Criteria
  - Typo with Community Service books should say Training.
  - 1<sup>st</sup> bullet clarify minimum number needed as in criteria.
  - Listing some examples may help.
  - Add Attendees to the Form.
- Membership
  - Recommended made to combine the various forms into one.
  - Add area for student membership.

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- Add payroll deduction to form.
- Qualifications for student membership.
- Form should have your personal email instead of work.
- Add option to update change of member information.
- Send all membership applications to Mike Page.
  
- Chapter Reports
  - This one will change major changes due to the additions requested by President Lingus.
  
- Monthly Membership Dues
  - Recommended to Archive since it is not being used.
  
- Letterhead
  - Add website address.
  
- Recruitment Flyer
  - Update the current form with additional promotional information.
  - Add benefits of membership.
  
- Request For Training Funds
  - Only one signature line needed for chapter presidents.
  
- Scholarships
  - Academic Scholarship
    - Clarify definition of family member.
    - Add length of time for membership (1 Year)
    - Delete SSN information.
    - Take out section “Income Statement”.
    - Typo on “Your” professional career.
    - Add Letter of References.
    - Discussion about official transcripts costing the applicant a lot. Cost should be minimal as the only transcript should be from current school or highest level completed.
    - Impose requirement that you can only win a Scholarship once. That recommendation will be taken under consideration before any action taken to add this as a criteria.
  
  - Bill Bedingfield
    - .Discussed clarification of criteria that is often not understood.
  
  - CPOF Scholarship
    - Grammar changes needed.
    - Delete SSN information.
    - Delete Income Statement info.

- Ray D. McCleese
  - Delete SSN information.
  - Delete Income Statement info.
  
- Michael Gordon
  - Delete SSN information.

**Recognition of Ms. Cornita Riley**

- On behalf of the State Board Linda Brooks recognized Ms. Riley on her appointment as Chief of the Orange County Jail. .

**Chapter Presidents Reports**

- Chapter Presidents and Proxy’s gave their reports and turned in written copies to Secretary Linda Brooks. Chapter Presidents can also email reports to Ms. Brooks at [Ldrmil@aol.com](mailto:Ldrmil@aol.com).

<b>Chapter Number</b>	<b>Present</b>	<b>Chapter Report</b>
1	Yes	Yes
2	Yes	Yes
3	Yes	Yes
4	Yes	Yes
5	Yes	Yes
6	Yes	Yes
7	Proxy	Yes
8	Yes	Yes
9	Yes	Yes
10	Proxy	Yes
11	Yes	Yes
12	Proxy	Yes
14	No	No
15	Yes	No
16	No	No
17	Proxy	Yes
18	Yes	Yes
19	No	No
20	No	No
21	Proxy	Yes
22	No	No
23	Proxy	Yes
24	No	No
25	No	No
26	No	No
27	Proxy	Yes
28	No	No
29	Yes	Yes

30	Yes	Yes
31	Proxy	Yes
32	No	No
33	No	No
34	No	No
35	Yes	Yes
36	No	No

### **Star & Shield – Aundrea Hannah**

- Aundrea pledged the support of Star & Shield and indicated that she can provide assistance with the membership brochure; PowerPoint and video. She can be reached at 850-294-7143 or 850 402-8200.

### **Committee Reports**

- **Hotel Liaison: Karla Wilkins**
  - ✓ She is available to assist with any issues concerning rooms or hotel stay.
- **Community Service Project: Donna Weibe**
  - ✓ This year's project is "Helping Military Families." For this board meeting toys were collected for "Toys for Tots" for military families. Sgt. Ortiz representative from the military thanked everyone for donating toys and remarked that they were extremely grateful for the donations.
  - ✓ In February the VA Hospital in St. Pete will be our project.
  - ✓ In May the K.I.S.S. in Casselberry, FL will be the project.
  - ✓ For additional information on any of the projects Donna can be reached at [FSUFANDLW@gmail.com](mailto:FSUFANDLW@gmail.com) or 321-377-3790.
- **Board Meeting Liaisons: Trish Perkins and Tammy McCrosky**
  - ✓ Will assist in setting up meeting room and act as helpers during the meetings.
- **Merchandising:-T.R. Page & Mary Taylor**
  - ✓ Mary Taylor thanked everyone for sending in ideas for the store. President Lingus discussed the "challenge coins."
- **Venders: Michelle Jordon and Tom Britton**
  - ✓ Tom remarked that they are working on getting vendors and requested assistance if anyone can recommend potential vendors.
- **Chapter Effectiveness: Marny Lewis**
  - ✓ All books should be sent to her.
- **Membership: Mark Danford**
  - ✓ Mark indicated that he would make personal contact with the chapters who were absent from this meeting.

- ✓ He also indicated the local chapters should be invited to the quarterly meetings.
- ✓ Jim Carrington stated that perhaps we should consider a joint local chapter meeting with the state board meeting.
- ✓ Sherri Cole commented that we should consider contacting the Brevard Sheriff's Office to start up chapter 20. Mark Danford agreed to do so.
  
- **Affiliate ACA: Maria Dibernardo**
  - ✓ President Lingus reported in Maria's absence about the ACA Winter Conference. He stated that there would be electronic communication via social media (Twitter and Facebook) during the conference.
  - ✓ Looking for volunteers to assist. Volunteers would get free registration if they work a four hour block during the conference.
  
- **LL Wainwright Award: Jim Freeman**
  - ✓ Will have information for chapters at the next board meeting.
  
- **Scholarships – CPOF: Shelly Liddle**
  
- **Scholarships – Michael Gordon: Nancy Simpson**
  
- **Scholarships – Academic/Ray D. McCleese: Lisa Stokes**
  
- **Scholarships – Bill Bedingfield: Yasmin Swearegin**
  
- **Past President Liaison: Sheri Cole**
  - ✓ She is working on contacting all the past presidents. If anyone has information she can be reached at 561-792-6815.
  
- **Training Coordination: Carol Starling**
  - ✓ Carol will coordinate the Training Trust Funds and Training Award.
  
- **Webmaster/Institute Monitors: Tim Strickland**
  - ✓ Please send all information for the web to him.
  
- **Time & Place: Karen Michael**
  - ✓ Had meeting with Carol Kindred. She has dates penciled in for the quarterly meetings and looking at both the North and South Florida areas for meetings. She is also considering Marco Island for the Training Institute.
  
- **Nominations: Merrell Colchiski**
  - ✓ Due date is June 15<sup>th</sup> 2014. Send to [smcolchiski@gmail.com](mailto:smcolchiski@gmail.com). To speak to her 352 266-3515.
  
- **Constitution & By- Laws/Parliamentarian- Jim Carrington**



- ✓ Only the Chapter Presidents, Past Presidents and Executive Board can make motions. Quorum consists of chapter presidents only.
- ✓ Constitution and Bylaws are sent to the Secretary of State. There should be a review of Constitution and Bylaws. They are on the web.
- **Legislative Action and Resolution: Chris Southerland**
  - ✓ Two House Bills and one Senate Bill being considered regarding Reentry. Goal is to have every inmate leaving the department with the proper identification.
- **Institute Manager: Christina Crews**
- **Photographer- Dawn DiNatale**
- **Fiscal Review- Jim King**
- **Wellness – Fun Run: Sharla Cobb**
- **Wellness – Attendee Games: Suzanne Dinardo**
- **Wellness – Golf: Allen Dinardo**
- **Wellness – Pool Tournament: Karel Yedlicka**
- **Institute Decorations: Serina Banasco and Michelle King**
- **Institute Finance/Plaques: Lois Schwing**
  - ✓ All checks should be submitted to Lois. Will provide a form.
- **Institute Programs: Julie Crews**
- **Door Prizes & Registration Bags:-Phillip Digitano**
- **Courses & Speakers: Pat Finan**
- **Institute Registration: Joe Falk**
- **Historian: Debbie Forsyth**
- **Awards Distinguished Service: – Shikita Gerard**
- **Institute Arrangements: Debbie Kissane**
- **Awards Reentry: – Steve Klein**
- **Audio Visual/Training Credit: Terry Lameraux**

- **Security: Eric Lane**
- **Newsletter: Beth Mallard**
- **Institute Publications: Nicole Landrum**
- **Long-range Planning: Ralph Moulder**
- **Legal Advisor: Jennifer Parker**
- **Councilor Editor – Beth Mallard**
- **Gifts: Janet Worsham**
- **Supervisor of Elections – Mike Willis**
- **Family Liaison:**
  - This person will coordinate family activities for kids.

## Old Business

## New Business

- Proposal to change Bylaws. From 30 days' notice to make changes to the Constitution to change only at the annual meeting.
- Jim presented two recommendations for changes to the Bylaws as given to him from Jim King:
  - 1) Bylaws III Section 3: Change sentence (last) from *approval of by a majority of Executive Board* to *majority of State Board*. He also noted that the Foundation Basic Fund interest is to be used for Training and Past Presidents attendance at the training institute.
  - 2) Bylaws VII Section 18 – 19. New Section 18: Institute Finance: Change the President shall “appoint a person” To “shall be responsible for the management of all funds to be used for the annual training institute and shall ensure that said funds are secured by deposit in bank or financial institutions meeting federal depository standards and having depositors insurance coverage. This individual shall issue institute funds only with the approval of the President. They shall also submit a quarterly report to the state board for review. In addition no general revenue funds may be used for the annual training institute without approval from a majority of the state board.
- Jim Carrington made motion to change from approval of executive board to the board of directors.
- Motion was seconded by Chapter 29 President John Clark.
- Motion was tabled to get the best wording for approval and description of Foundation Funds. Will take a vote on this at the 3<sup>rd</sup> Quarterly Board Meeting.

**Closing Comments & Meeting Adjourned**

- Several Door prizes were given away.
- Motion to adjourn by Chapter 5 President Dorothy Minta.
- Motion seconded by Chapter 2 President Lynn Garst.
- Motion unanimously carried.

**With no further business to discuss, the 1st Quarter Board Meeting adjourned @ 11:26a.m. on Saturday, October 19, 2013.**