

Minutes



FCCD State Board 2nd Quarterly Meeting February 3 & 4, 2017 1:00 P.M.

Location: Caribe Royale All-Suite Resort, Orlando, Florida

Chapter Presidents/Proxy: The following Chapter President/Proxy were present

Cathy Aylstock - Chapter 1	Bill Brewer – Chapter 2	Miriam Martinez – Chapter 3
JoEtta Bates (Proxy) - Chapter 4	Michelle Willforth (Proxy) – Chapter 5	Patricia Archie – Chapter 6
Cordney Battle – Chapter 7	Dawn Dinatle – Chapter 8	Karen McNeil – Chapter 9,
Ken Johnson – Chapter 10	Martin Feliciano – Chapter 11	Shelley Liddle – Chapter 12
Craig Zelina – Chapter 14	Randy Windham – Chapter 16	Keith Brooks(Proxy) – Chapter 17
Shannon Johnson – Chapter 18	Nichola Ogunlari – Chapter 20	Heath Holland – Chapter 21
James McMillian – Chapter 22	Tammy McCroskey – Chapter 23	Lisa Monahan – Chapter 27
Stephanie Quezada(Proxy) – Chapter 28	John Clark – Chapter 29	Julie Satre – Chapter 30
Roger Clark– Chapter 31.		

Welcome & Call to Order.....President Linda A. Brooks

- President Brooks welcomed everyone to the Caribe Royale Resort in Orlando, Florida
- Opening prayer was given by Carol Starling
- President Brooks extended welcome to all the Chapter Presidents, committee chairpersons and Past State Presidents for attending the Quarterly Board Meeting.
- President Brooks introduced the Executive State Board: President Elect – Tammy Marcus; Treasurer – Michael Page; Secretary – Shelley Liddle; Immediate Past President – Gina Giacomo; Executive Director – Cornita Riley; Executive Secretary – Rob Lingis; Administrative Assistant – Debbie Kissane.
- The Pledge of Allegiance was led by President Brooks
- Roll Call was conducted by Secretary Shelley Liddle of the Chapter Presidents to establish a quorum. A quorum was established and President Brooks called the 1st Quarterly Board Meeting to order @ 1:12pm.

Secretary's Report.....Secretary Shelley Liddle

- The 1st Quarter Meeting minutes were present by Secretary Shelley Liddle.
- Motion to accept the minutes made by Cathy Aylstock – Chapter 1
- Motion seconded by Cordney Battle – Chapter 7. Passed unanimously.

Treasurer's ReportTreasurer Michael Page

- The report of the organization's financial status was provided by Treasurer Michael Page.
- First Florida Credit Union 24-month CD (Foundation) has a balance of \$100,33.25, First Florida Credit Union Checking Account has a balance of \$10,803.41, First Florida Credit Union Prime Share account has a balance of \$5.02 for a total balance on hand to \$111,141.68
- Motion to accept the Treasurer's Report was made by Stephanie Quezada – Chapter 28
- Motion seconded by Julie Satre – Chapter 30 Passed unanimously

Executive Secretary Report..... Rob Lingis

- The Executive Secretary Rob Lingis stated that the Operating Budget is on target no over spending is occurring.
- Closing statement from the 2016 Institute was overestimated, there is \$3,800.00 left over from last year that will carry over.

- Membership is dropping consistently. Department of Corrections was experiencing a problem with processing membership applications. Supervisor was spoken to about slow processing, seems to be resolved. We should see a spike in membership with the processing issued resolved.
- Contact is being made with FDLE to process membership through payroll deductions.
- Jim King inquired if the executive board has explored ways to contact members who have moved into DROP status / retired are being contacted about moving their silver membership to an annual membership prior to them exiting employment. Mr. Lingis stated members are sent a letter prior to their membership expiring and a follow-up letter after their membership has expired. Mr. King suggested a letter sent from the Chapter President or even the State President congratulating them on their upcoming retirement and suggesting them maintaining their membership with the organization. President Brooks agrees that membership retention needs to be addressed the current letter being sent out with a positive message about their retirement, a membership application and requesting membership continue with FCCD.
- Rob Lingis provided the current membership number at 2917. Advised that approximately 200 memberships are awaiting processing though the Department of Corrections.
- All new memberships should be sent to Mr. Lingis, if emailed or faxed, no need to send in hard copy of membership form. If the new membership is an annual membership, send in entire membership payment, rebate check will be issued.
- Chapter Presidents were requested to check the Chapter 0 Membership list for names they recognize as members of their chapter so addresses and chapter association can be updated.
- Jim Currington inquired of the \$6,700.00 mentioned was part of the institute budget. Mr. Lingis confirmed his inquiry, then stated that he oversaw the operating budget then was the back up to Lois Schwing of the institute budget. Mr. Lingis informed the membership that the operating account comes from membership dues and meeting sponsors while the institute account is derived from institute registration fees and vendors.

President ReportPresident Linda A. Brooks

- President Brooks informed the board that meetings with the agency heads are occurring. Goals is to have a successful conference by having participation from the agencies along with reaching out to county, local and civic criminal justice groups. Contact has been made with agency heads of the Department of Corrections along with the Department of Juvenile Justice. Spoke with Gina Giacomo about a meeting with the Commissioner of the Florida Commission on Offender Review. Meeting have been scheduled with those agency heads to highlight some of the significant things we have done as an organization and continue to do.
- The Institute theme of "*Transcending Race & Crime in our Communities through Education, Empathy and Engagement*" is highly regarded by the agencies with many being interested in the topic.
- The 1st Quarterly Board Meeting in St. Augustine, State Attorney RJ Larizza spoke. President Brooks announced that Paula Hoisington will introduce the newly elected State Attorney Aramis Ayala of the 9th Judicial Circuit and Glen Gilzean, CEO of the Urban League of Central Florida to speak at this board meeting.
- President Brooks thanked the Chapter Presidents for their generous donations at the 1st Quarterly Board Meeting that benefited the ASSIST Program. Well over 50 backpacks with an abundance of school supplies were collected for the program's school age children.
- Families in Transition (FIT) Program will speaking later in the board meeting as part of the community service project for the board meeting as our focus is plight of homeless students. They will also be collecting the donation items for the quarterly community service project.
- A slow decline in membership has been seen in the past 4 – 5 years. The transition of agencies and within the agencies has on staffing and staff members has impacted our organization. Other organizations have been pulled from for our membership, historically a majority of FCCD members have come from the Department of Corrections but recently members are being drawn in from Sheriff's Departments and Law Enforcement.

- Alice Sims, the Deputy Secretary for the Department of Juvenile Justice has expressed continued support of FCCD as well as Assistant Secretary Jenny Nimer from the Department of Corrections. They have pledged to provide what support they can with the upcoming Institute.
- President Brooks expressed that she has been introducing FCCD to organizations that are not familiar with what FCCD does. These meetings have been going very well. Each meeting attended a copy of the recent Councilor is presented, which has received rave reviews.
- President Brooks praised Cindy Corrado, and Tracy Zampaglione for the phenomenal edition of the Councilor.
- Discussion was held during the Executive Board Meeting that the website needs to be updated, it need to be the most dynamic web page. It needs to have an initial impact on the visitors. Meeting will be held tomorrow to start a committee involving Rob Lingis, Christina Crews, Tim Strickland and others to be determined. Vendors are wanting to see webpage and their names as sponsors. New message will be posted on page one.
- President Brooks said our organization is made up of awesome people but would like to give kudos to the vendor team made up of Michelle Jordan, Michelle Whitworth & Hope Simpson. While in Texas at ACA they were working the vendors until the wee hours, that they impressed the vendor so much that one (Todd from GTM) paid for the groups lunch. It should be noted that they were at the institute host hotel working on details early this morning.
- For the past five (5) years Mark Danford has worked on Marketing and Public Relations for FCCD with Star and Shield Insurance but wanted a video to promote the organization. A video has been created in which each Chapter President and the Executive Board will receive a copy. The production company Wood Cross typically charges \$2000 - \$3000 witnessed what FCCD did and decide to charge nothing for filming and producing the video. Video will be shown later during the board meeting.
- President Brooks introduced the Golf team of Darren Woods and Rick Orzechowski who will be organizing the Institute Golf Tournament. Mr. Woods presented that the tournament will be taken to another level and will be treated as a business. Hope Simpson and Cora Dixon will assist with recruiting vendors. The Golf Tournament will be held at Orange County National, 7-8 miles away from the host hotel. The green fees will be \$20.00 more than last year for Non FCCD Members at \$85.00 and then \$75.00 for members. A foursome will be charged \$340.00 then a 10% discount for FCCD members. A Database will be created for the golfers and vendors to provide historical tracking for future years. Mr. Wood asked for questions from the board members. Mark Danford mentioned that the purpose of the tournament has been networking and rewarding vendors along with bringing in new members. We need to be careful getting away too much from tradition. Charging vendor more for green fees could drive them away.

Guest Speaker.....Paula Hoisington

- President Brooks introduced Paula Hoisington, Chairperson of the Ray D. McCleese Scholarship, for the introduction of the Guest Speaker for the meeting - State Attorney Aramis Ayala for the 9th Judicial Circuit
- S.A. Ayala spoke of diversity inclusion. Having a group of people where you are dealing with unlikeness, differences are included, different races, genders, experiences, abilities, knowledge-base, abilities, ideas they all come together that means you have a diverse group. Inclusion means not a just a seat at the table, not just a voice in the conversation, it means having an input of the outcome and being valued at the front end and appreciated at the outcome. When it comes to dealing with people in the criminal justice system, they need to be treated as human being, not caged animals, it does have a trickledown effect of lives of other people in our communities who need to be included. Different agencies have different goals but they need to identify mutual goals, as a state attorney her responsibility is justice, as a law enforcement officer, their responsibility is safety. It is important that each agency stays in their own lane to not cause any accidents but still have the goals as a criminal justice network at

the end. We need identify collective goals to move forward as a system without underestimating or minimizing the goals of other agencies. Let's work together to have better communities, work for safety, and respect each other as we as a unit are diverse and we include but we also we work as a community learn to be diversity and exercise to have inclusion.

Candidates for State Executive Board SecretaryTammy Marcus

- President Elect Tammy Marcus introduced the candidates for the position of Secretary on the State Executive Board were given an opportunity to address the state board.
 - Rick Orzechowski
 - Justine Patterson
 - Carol Starling
- Bernard Cohen, the Past President Liaison convened the Past State Presidents to discuss their support / recommendation for the upcoming Executive Board Elections.

Vendors / Sponsors

- Dan Harris – Retirement Specialist – Nationwide will be making a return to supporting Florida Council on Crime and Delinquency after a three-year absence. He expressed that they are very excited about the renewed relationship and looks forward to seeing everyone at the Institute.
- Aundrea Hannah - Marketing Associate. Florida Council on Crime and Delinquency has a long successful relationship with Star and Shield Insurance since 2009. Ms. Hannah provided an update on the products that Star and Shield Insurance can provide to the law enforcement family.

Committee Reports

- The Councilor & Program –
 - Cindy Corrado – Publication Chair
 - Tracy Zampaglione - EditorAppreciation expressed to Orange County Graphics for the work they do in publishing the Councilor
Articles need to be submitted by April 18th
Ads for Institute Program need to be submitted by July 1st
The Word document and any photo need to be submitted separately.
The article should paint a picture of the activities happening within our chapter.
Program ad information for the institute will be send out, it will contain the varied sizes of ads available along with the cost.

Administrative Secretary Report.....Debbie Kissane

- The Administrative Secretary Debbie Kissane did not have a report to provide.

Executive Director ReportChief Cornita Riley

- The Executive Director Chief Riley did not have a report to provide.

Platinum Sponsor – Star and Shield Insurance

- Aundrea Hannah - Marketing Associate. Florida Council on Crime and Delinquency has a long successful relationship with Star and Shield Insurance since 2009. Ms Hannah thanked Past President Giacomo for a fantastic 2015 – 2016 year and is looking forward to a successful

year with President Brooks. Ms. Hannah provided an update on the products that Star and Shield Insurance can provide to the law enforcement family.

Chapter President's Reports

- Chapter Reports were presented by:
 - Chapter 1
 - Chapter 2
 - Chapter 3
 - Chapter 4
 - Chapter 5
 - Chapter 6
 - Chapter 7
 - Chapter 8
 - Chapter 9
 - Chapter 10
 - Chapter 12
 - Chapter 14
 - Chapter 17
 - Chapter 18
 - Chapter 20
 - Chapter 23
 - Chapter 27
 - Chapter 28
 - Chapter 29
 - Chapter 30
 - Chapter 31

President ReportPresident Linda A. Brooks

- President Brooks announced that Past State President Karen Michael's husband was severely injured in a bad vehicle accident. A collection is being taken to assist with their financial needs
- President Brooks introduced Rashida Jordan who is a part of the John Maxwell Leadership team. Ms. Jordan provides training in areas of leadership, personal growth and development through lunch-n-learns, and workshops. Ms. Jordan extended her services to help chapter by providing training.
- President Brooks recognized both Deputy Chiefs from Orange Corrections attending the board meeting, Deputy Chief Julien and Deputy Chief Keonis.
- President Brooks announced Hospitality will open at 5:30pm in room Villa 4506

Committee Reports

- Community Service Project – Homeless Students – Donna Wiebe and Patricia Rump Osceola County Families in Transition is the recipient of the Quarterly Board Meeting Community Service project. An approximate total of \$940.00 in clothing and supplies along with \$375.00 in gift cards has been collect. Gabriela Barros, the homeless liaison expressed her gratitude in the donation. Osceola county has approximately 3,674 students classified as homeless that will benefit from the donation.

President's Report Continued

- President-Elect Tammy Marcus announced that

- It was announced that the morning meeting will reconvene at 9:00am, breakfast will be served in hospitality at 7:30am.
- Chapters announced a Chance to Win Items during the board meeting
- Gia Giacomo announced that the Past Presidents met and will be endorsing Carol Starling as the candidate for State Executive Board Secretary.
- Karen Michael was presented an envelope with a generous donation of over \$500.00 to assist in her husband's recovery.

Day One Meeting Conclusion

Meeting was called for the day at 4:48pm by President Brooks and will reconvene at 9:00am tomorrow morning February 4, 2017.

Day Two Meeting Reconvened

President Brooks reconvened the 1st Quarterly Board Meeting at 9:13am

President ReportPresident Linda A. Brooks

- President Brooks welcomed the board to day two of the 2nd Quarterly Board Meeting.
- Each Chapter President and Executive Board member received a membership promotional video about the Florida Council on Crime and Delinquency. The video was viewed by members, who applauded the effort of the Danfords.
- President Brooks called Past President Gina Giacomo who announced the endorsements for the Executive Board positions: Tammy Marcus -President, Mike Page – President Elect and Shelley Liddle – Treasurer.
- The FCCD store has been upgraded to accept credit cards. They do have specials deals on items for Chapter Presidents.

Committee Reports

- Academic Scholarship – Lisa Stoke
 - Lisa was not present, Debbie Kissane presented information on the awards and scholarships that need to be submitted as part of Chapter Effectiveness. Debbie reminded the Chairpersons of all awards and scholarships that the committees need to be diverse.
- Affiliation Liaison – Cecelia Denmark
 - She is in process of putting together a letter to send to other agencies about Florida Council on Crime and Delinquency.
 - She recommended that FCCD be part of the Criminal Justice Task Force of 27 members (16 are appointed by the Governor's Office)
 - Linda Brooks stated that the Executive Board recommends being part of the Task Force.
 - Jim Currington made a motion to the board to move forward as being part of the task force, Maria Dibernardo seconded the motion. The motion passed unanimously.
- Plaques and Awards – Paulette Julien
 - Any needs for plaques and awards should be directed through Ms Julien, she can be contacted at Paulette.Julien@ocfl.net or 407-443-0223
- Chapter Effectiveness – Dorothy Stafford
 - Ms. Stafford was not present but Debbie Kissane spoke on her behalf. Books for Chapter Effectiveness must be postmarked by June 1st. Ideal delivery method would be them to the 3rd Quarter Board Meeting. Tammy Marcus can be contacted if help is needed. Ms Stafford can be reached at 386-292-7137, Ms. Marcus can be reached at 954-301-9627.
- Chapter Reorganization - Mike Rathman
 - Mr. Rathman advised the board that his committee has not had a chance to meet yet but will have a report to provide at the 3rd Quarter Board Meeting.

- Community Service – Donna Wiebe & Patricia Rump
 - Appreciation was shared for the donations received during the board meeting. Ms. Wiebe stated that Gabriela Barros, the homeless liaison was overwhelmed with the amount of donations received. She mentioned that families are already lined up to receive the donations Monday morning. Decision has not been reached as to the organization that will be supported at the 3rd quarter board meeting. They are looking at Volusia County School board or Halifax Urban Ministries, a faith based organization that serves Volusia County. They provide housing to homeless families, provide students with uniforms, help pay for books, and so many other things.
- Constitution & By-Laws – Jim Currington
 - He advised that there will be issues with by-law coming up during the new business portion of the meeting. The constitution and by-laws are available on the website encourages members to read them and allow them to provide guidance. It is a living document that can be changed if needed with the change of time.
- Correctional Peace Officers Foundation Scholarship – Jim Freeman
 - 130 scholarships are provided nationwide, Florida provided 5 within the state 2 of those are through FCCD. Last year two scholarships were awarded as that was the only applications received. He challenged members to spread the word about the availability of the scholarships and encourage students to apply. The scholarship is not just exclusive to Criminal Justice Majors.
- Distinguished Service Awards – Stephanie Perry
 - Ms. Perry was not available at the meeting
- Door Prizes – Paula Grant
 - Various companies and organization have been contacted for gift certificate, CISCO has provided over \$500 in items, CDW has provided \$500 toward door prize items purchased through their website. Volunteers are needed to help with the door prizes. Keith Brooks, Patricia Archie, Nichola Ogunlari, Michelle Willforth volunteered to assist. Ms. Grant can be reached at Paula.Grant@ocfl.net
- Historian – Mark Danford
 - Thanked the people who gave testimonials for the promotional video. He would like to see historical documents loaded onto the website to showcase our past. Many years are missing and have slipped by with no documentation in place. Mark welcomed ideas to bring the history of FCCD to life.
- Hotel Liaison – Cornita Riley
 - Prior to Chief Riley speaking, President Brook announced that Chief Riley was one of five nomination for the Central Floridian of the Year. The Pulse trauma team from Orlando Health was the winner of the award.
 - Chief Riley asked that if anyone has hotel issues please contact her at 407-437-0144 this would also include problems during check out.
 - The 3rd Quarterly Board Meeting will be held at the Daytona Beach Hilton May 26th – 27th, Memorial Day weekend. She recommended reservation to be made now as there are many events scheduled for the area during the holiday. The room rate will be \$119 per night which will be honored three days prior and after the meeting. Reservations can be made at 866-536-8477, be sure to mention FCCD to get the special rate.
 - The 88th Annual Training Institute will be August 28 – 31 at the Hilton-Orlando Lake Buena Vista. \$115 will be the FCCD Group rate. Reservations can be made by calling 1-800-HILTON.

Old Business

- Sporting Events – Craig Zelina
 - During the last board meeting Craig was asked to explore the possibility of organizing a bowling function and a softball tournament.

- Craig found that there are 14 lanes in the surrounding area with 10 meeting the standards of the organization. He asked of the board if the bowling event was something to pursue for the current year or explore for the following.
- President Brooks appointed Craig Zelina was the chairperson of the bowling event. It was suggested that the bowling function be held on Sunday to not interfere with the other Monday events and to allow those coming in early an event to participate in.
- The Softball Tournament was tabled to the next board meeting. Shannon Johnson-Chapter 18, Shelley Liddle – Executive Board volunteered to help Craig research the event.

Guest Speaker.....Paula Hoisington

- President Brooks introduced Paula Hoisington, Chairperson of the Ray D. McCleese Scholarship, for the introduction of the Guest Speaker for the meeting – Glen Gilzean, President and CEO of the Urban League of Central Florida
- Mr. Gilzean spoke of his childhood and how his mother kept him from falling the path of many black young boys. She used seven words to entice him, “Would you like to earn an allowance?” She established three grounds rules for him, complete your homework, do your chores and help her sell Mary Kay. Several weeks past when he questioned her about allowance, she pulled out a composition book, the ledger showed earnings as \$600 but then she told him about living expenses of \$1000 leaving him still \$400 in the red. He didn’t realize that his afterschool tutoring cost money, he was reading at a second-grade level as a seventh grader. His parents wanted him to succeed and graduate from High School unlike many black boys in his community. Today he is excited to be able to pay it forward, through the Central Florida Urban League by Empowering Communities and Changing Lives. They are there to help people become self-sufficient to create viable skills to obtain sustainable jobs and housing, to create opportunities for people to become not renters but homeowners, to help them building a foundation not just for themselves but for their family. More importantly the principles he grew up with are echoed to leaders of tomorrow by setting them on the right path today. The Pulse tragedy rallied our community together to bring support to the victim, families and first responders. Even though our resilience was seen worldwide we still have troubles coming together to support each other. A stigma has developed pinning the proponents of Black Lives Matter against those of All Lives Matter. We are all fighting the same fight. The Black Lives Movement doesn’t not diminish the lives of others. It simply means that we need to pay specific attention to the injustice against African American particularly as it relates to law enforcement. The movement is grounded in facts, according to the Mapping Police Violence report in 2015, 37% of all unarmed people killed by the police were African American despite only being 23% of the world population. Unarmed African Americans were killed 5 times the rate of unarmed Caucasian last year. It begs us to ask the fundamental question, how can a community trust in law enforcement when the system is failing. Our solution is far from simple, but the Urban League believes it starts with our youth showing that they need to have an open relationship with law enforcement. Simply put, respect which goes both ways must be taught at an early age. The city of Orlando and Orange County have been a beacon of hope for our youth in, our police chief and sheriff have worked hand in hand with the community. The Urban League has been able to establish joint projects such as Coffee with a Cop, which allows our community to engage in a healthy conversation with law enforcement without any pre-conditions. The has made law enforcement more approachable and relieving the fears and concerns within the community. Law Enforcement has opened their doors to the youth through the teen academy program, also local youth have honored 7 local law enforcement as being their heroes. Lt. Deborah Clayton, was not only a friend, a mentor but was also serving in the capacity as an advisory board member for the Urban League. She not only talked about bridging a gap within our community, she did it. These thing that were just talked about never would have happened without her support. With Lt. Claytons help we realized that there was a great amount of use of force with the Orlando Police Department

and they were able to get with Chief Mina to create a directive for all law enforcement officers to use only the minimum amount of force necessary and if one sees a colleague using too much force they need to immediately intervene. Our community spoke the chief and citizens listened. Now the favour must be returned, we must respect the brave men and women in law enforcement who risk their lives daily to protect every member of the community. Mutual respect will lead to more dialong. In coming months, the Urban League will continue to build a solid foundation that bring these dialogues to life from the attorney general officer on Tallahassee to the newest recruit here in Orlando. Great strides have been taken to erase the injustice and one must be proud that the Urban League will continue. The life of every man, woman and child is very important, all must continue to move forward with the respect and dialogue to continue to achieve successful solutions.

- Mr. Gilzean told the membership that he was going to help sponsor the upcoming institute. He will also work on his colleagues in being sponsors.

Committee Reports

- Institute Food and Beverage – Christina Crews – No Report to provide
- Louie L. Wainwright Award - Angela Gordon – She advised that volunteers are needed to serve as community members.
- Legislative Action & Resolution – Rosalyn Baker –\$46 Million has been asked by the Governor in the budget for the Department of Corrections. A handout was provided to the board members with information on the budget recommendations.
- Lifetime Membership - Maria DiBernardo – Currently there are 90 lifetime embers, 65 paid and 25 Louie Wainwright award. Cost of a lifetime membership is \$375, a one-time fee. It was asked what benefit does a person get to be a lifetime member. Mrs. DiBernardo responded that it is a one-time fee plus they receive special recognition at the annual institute. Mrs. DiBernardo asked that members to reach out to those lifetime members that have not been active.
- Institute Training – Angela Durhart – Dr. Bedard was not present, looking for recommendations of dynamic presenters to provide training. National Institute of Corrections has been contacted to possibly present training. Michelle Jordan recommended contacting St. Petersburg College who partners with a grant funded organization, Multijurisdictional Counterdrug Task Force Training, to provide free training.
- Long Range Planning - Justine Patterson – Report will be provided at the next quarterly meeting
- Membership – Carol Startling – Membership incentives provided to chapters to help earn scholarships to attend the institute. She let the Chapter President know that she was available to help with membership issue they may be having.
- Pool Tournament – Marquita Clayton - the pool tournament will be held at the Backstage Billiards, details will be provided at the next board meeting.
- FCCD Store – T.R. Page – Credit cards are now accepted. \$226.60 in sales for the store during the weekend. They are looking suggestions for items.
- Ray D. McCleese Scholarship – Paula Hoisington – Looking for volunteers to serve on the committee.
- Re-Entry Award – Jennifer Haas – Looking for committee members – application is lengthy 8 pages – application must be received prior to June 1st.
- Supervisor of Election – Mike Rathman – No report to provide.
- Silent Auction – Shelley Liddle – Looking for items to have on the silent auction block
- Chapter President Liaison – Tammy Marcus – Meet with Chapter presidents yesterday. Will like to see as many Chapter Effectiveness awards presented as possible. Please contact if there are any she can help you with.

- Training Funds – Karen Michael – Was not present. President Brooks told Chapters that funds are available to help with training events of needed.
- Wellness Fun Run – Tammy Stockdale – there will be a 5K, 3.1 miles, it will be a fun walk not a competition, a wellness book will be provided also she hope. Cost will be \$5.00 with the walk occurring on property of the institute. The actual date has not been set yet but normally it is on a Tuesday.
- Vendors - Michelle Jordan, Michelle Whitworth & Hope Simpson
 - Went to the ACA Conference in Texas. Raul Banasco and Jim Currington introduced them to several vendors.
 - Several vendors have secured their booth for the institute. Four (4) registration forms are in hand, Ten (10) vendors have expressed intent to return from last year's institute.

New Business

- Rob Lingis provided information on the website, election process and proposed changes to the Organizational Constitution and By-Laws.
 - The early shopping for hotels and resorts to hold future board meeting and the annual institute results in the executive board member waiting for the General Membership Annual Meeting. A change is being proposed to allow the annual institute location approval to occur at any board meeting. The proposal will be drafted then sent to the executive board for approval. A 30-day notice will be provided to the membership allowing the vote to occur at the next board meeting.
 - Exploring an update to the FCCD Website that is more user friendly and more professional in portraying the organization. Members were asked to submit ideas or web addresses of other websites they may find appealing.
 - The election ballots will be available to view in the next Councilor. The ballot will contain one nomination for President Elect, one nomination for Treasurer and three (3) nominations for Secretary. If a member does not receive a Councilor a link will be available Members were reminded that nominations for 2018 elections will be made at the Annual Business meeting following the Training Institute

Closing Remarks & Announcements..... President Linda A. Brooks

- Chapters were given a chance to provide chances to win and drawings.
- President Brooks recognized Mike Davies – Video / Photographer and the Hospitality team.
- Next Board Meeting is scheduled for May 26 – 27 at the Daytona Beach Oceanfront Hilton.

Adjournment @ 11:45am

Rob Lingis – Past President made a motion to adjourn the meeting
 Mike Page – State Executive Board Treasurer seconded the motion. Passed unanimously