

# Minutes



## FCCD State Board 2nd Quarterly Meeting February 16-17, 2018

*Location: DoubleTree by Hilton Hotel, Orlando, Florida*

### **Chapter Presidents/Proxies:** The following Chapter Presidents/Proxies were present

Ardena Bosley - Chapter 1	Eddie Hand - Chapter 2	Sherri Cole - Chapter 4
Stephen Starling - Chapter 5	Beth Mallard - Chapter 6	Paulette Julian - Chapter 7
Dawn DiNatale - Chapter 8	Karl Yedlicka - Chapter 9	Mark Strach - Chapter 10
Yasmin Swearingin - Chapter 12	Jackie Johnson - Chapter 17	Shannon Johnson - Chapter 18
Donna Bolton - Chapter 20	Tammy McCroskey - Chapter 23	Jessica Collins - Chapter 25
Karen McNeal - Chapter 26	Karen Michael - Chapter 27	Julie Satre - Chapter 30
Mary Schoenauer (Proxy) - Chapter 31	Angie Segree - Chapter 35	

### **Welcome & Call to Order.....President Tammy Marcus**

- President Marcus welcomed everyone to the DoubleTree by Hilton, Orlando, Florida
- Opening Prayer was offered by Secretary Carol Starling.
- The Pledge of Allegiance was led by President Marcus
- Roll Call of the chapter presidents was conducted by Secretary Carol Starling to establish a quorum. A quorum was established, and President Marcus called the 2nd Quarterly Board Meeting to order @ 1:10 pm.
- President Marcus introduced the Executive State Board: Executive Secretary – Rob Lingis, Administrative Assistant – Debbie Kissane, Secretary – Carol Starling, Treasurer – Shelley Liddle, President Elect – Michael Page, Immediate Past President – Linda Brooks; Executive Director Jim King;
- President Marcus extended welcome to all the chapter presidents, and committee chairpersons for attending the Quarterly Board Meeting. She praised their efforts in their ongoing community projects and representation of our organization; that their efforts are being recognized state wide by other organizations.

### **Executive Secretary's Report..... Rob Lingis**

- Gave an update on Institute Fundraiser. The last 200 tickets are available to be picked up; no more will be printed. The money and ticket stubs need to be returned to Karen Michael.
- New website is up and running with many more features to come. It will allow our organization to be more pervasive in social media. It allows chapter presidents more access to membership and other things including being able to create events. Chapters will be allowed to sign up, pay for event, have an event administrator, and much more. There is also a mobile app available. Mr. Lingis reminded group that this new website is heavily linked to email and requested that everyone provided personal email address and not use a work address. All updates will be communicated to the Chapters via email.
- Budget is fine, no overspending, and the revenue coming in is as expected at this time in the annual process.
- Membership is still declining state wide. Some Chapters have gone up quite a bit, but others are still dropping. Discussion still going on about possible realignment of a few Chapters.
- Please check the Chapter Zero report for people that should be in your Chapter.
- In packet given out is a document with information on the Award and Scholarship Committee Chairs. Remember award recommendations are due for everything by June 1.
- Discussion was held on membership and inactive chapters.

## Vendors / Sponsors

- Aundrea Hannah (not present) - Marketing Associate. Star & Shield Insurance Exchange
- Gail Page – Capital Insurance Agency, Inc.

## President's Report.....Tammy Marcus

- President Marcus introduced special guest speaker, Laura Collins, Director of Law Enforcement Torch Run. Ms. Collins gave updates on the 35<sup>th</sup> Annual Torch Run and 50<sup>th</sup> Anniversary of Special Olympics. She directed everyone to the website, specialolympics.org. There are several pages on the Torch Run including the schedule of events by county. Video was presented on recap of last year's Torch Run. Ms. Collins gave overview of opening of the Special Olympics and the entire weekend of events.
- President Marcus recognized guests. Danny Ray Johnson, Global Corrections Group, and Russ Haas, Vice President of Strategic Awareness Solutions. Both gentlemen gave information concerning their companies and products.
- President Marcus recognized long time partner Star and Shield who is sponsoring meeting even though Aundrea Hannah could not be present.
- President Marcus introduced Kevin Gilpin, Director National Crime Stoppers, who presented program on identity theft.

## Executive Director's Report.....Jim King

- Executive Director King spoke to membership being our lifeblood and how it affects the financial standing of the organization. Last meeting, he suggested to reach out to Sheriffs in the area. Diversification of our membership is important. Then he discussed how retention of members is important. Possibly a lot of those who fell off the membership roll were retired persons and payroll withdrawal has stopped. He suggested individuals reach out to them for direct pay membership.
- He emphasized the importance of private email instead of work email. Many reasons to do so, one of which being that work email is subject to the Sunshine Law.
- He gave an update on legislation that deals with locking in the COLA (cost of living adjustment) for retirees at 2% and not go down any further. PTSD bill will make PTSD a workman's comp issue. There is also a bill that recognizes cancer as a work injury for firefighters.
- Still working at getting quotes on liability insurance. (Old Business) The cost is prohibitively high. Now looking at getting event coverage only. This will require separate applications and quotes for individual events held. We are currently submitting two applications now, one for the next board meeting and one for the institute. Once quotes are back the executive board will review and find funding.

## Past President's Report.....Linda Brooks

- Past President Brooks opened discussion concerning an issue with chapter fundraisers. A recent incident involved a chapter utilizing an AR-15 as the giveaway. Due to post on social media, the news media became involved asking questions about the use of a firearm as a prize giveaway. The chapter did nothing wrong, but Executive Board discussed how we could offer guidelines to help chapters in issues such as this. President Brooks turned discussion over to President Elect Mike Page.
- Past President Brooks presented information from the Past Presidents Meeting. 13 Past Presidents were present at the meeting. (See New Business). Items to be addressed are:
  - Social Media
  - Reorganization, chapter structure, and rebuilding of chapters
  - Possible extending term of executive board members from one to two years (Prior discussion)
  - Membership decline and what to do to address

- Diversification of agencies and increased membership from new agencies
- Change of organization name to draw in and interest other agencies. One mentioned was Florida Association of Criminal Justice Professionals.
- Use of electronic newsletter
- Possibly lowering the number of board meetings and/or shortening time frame of board meetings and the Annual Institute.
- A summary of this meeting will be sent to President Marcus and with her approval, then sent to all Past Presidents. All the items are discussion only. No decision on recommendations have been made.
- Past President Brooks also presented the Nominating Committee's recommendation for the Officers of the Council to be included in the annual election. President Elect – Shelley Liddle, Treasure – Carol Starling, Secretary – Alice Sims.

**President Elect's Report.....Mike Page**

- President Elect Page recapped the incident where a local news station carried story about the local chapter doing a raffle for a firearm. Pictured on the flyer was an AR-15, which we all recognize as the weapon of choice for a lot of the recent unfortunate events. The story that the news media tried to represent was that we were selling tickets for a semi-automatic weapon to benefit a children's charity, which they thought was diametrically opposing views. The Executive Board discussed the issue and bottom line is that we need to be aware of our environment as an organization and as individuals. No matter how you feel about firearms, or a particular firearm, you have to weigh how you will present the information to the people who are providing the support to your organization. No one did anything wrong. Most Chapters have promoted similar raffles of firearms, but based on the current climate we are in, President Elect Page asked President Marcus if he could form a work group (see New Business) comprised of a few Chapter Presidents and Executive Board members to develop a policy of what we, as an organization, would not allow Chapters, as affiliates of the organization to do regarding raffles. Until the clarification is issued it was strongly suggested that a "certificate" to a local gun shop be used instead of mentioning a specific firearm.
- Discussion was opened and after comments from many members concerning the issue, Motion made by Chapter 1 President Ardena Bosley, that a moratorium be placed on utilizing weapons as raffle prizes until committee comes up with policy and procedures. Seconded by Karel Yedlicka. Open for discussion. After discussion, motion was amended. New motion by Ardena Bosley same, with exception that those raffles currently underway be allowed to proceed. Motion seconded by Paulette Julien. Discussion opened and closed. Motion passed unanimously.

**Treasurer's Report .....Shelley Liddle**

- First Florida Credit Union 24-month CD (Foundation) has a balance of \$101,317.44, First Florida Credit Union Checking Account has a balance of \$9,200.23, First Florida Credit Union Prime Share account has a balance of \$5.02. Total of \$110,522.69.
- Motion to accept the Treasurer's Report was made by Merrell Colchiski; second by Karen Michael. No one offered discussion. Motion passed unanimously.

**Secretary's Report.....Secretary Carol Starling**

- The 2017/18 1st Quarter Board Meeting minutes were presented. A motion to accept the minutes as written was made by Mike Rathmann; seconded by Yasmin Swearengin. No one offered any discussion. Motion passed unanimously.

**Administrative Assistant Report.....Debbie Kissane**

- Administrative Assistant Debbie Kissane gave overview of the Institute Fundraiser now in progress. Chapter must sell 25 tickets to be eligible and all tickets must be sold by the 3<sup>rd</sup> Board Meeting, money and tickets must be turned in. Prizes are:
  - Drawn ticket prize: Three nights hotel, registration, and Banquet ticket
  - 1<sup>st</sup> prize for selling tickets: A registration and banquet ticket
  - 2<sup>nd</sup> prize for selling tickets: Registration
  - 3<sup>rd</sup> prize for selling tickets: Banquet ticket
- Any prize is transferable.
- Prize value of the drawn ticket is approximately \$617.00.
- Make sure to sign in and check information on the attendance sheets that are passed around at each meeting. Please use your personal email.
- Reminded everyone that all participants being sent to institute must pay anything due before cut-off date listed on website. Due to the high costs involved in presenting the Institute the days of paying upon arrival are gone.

**General Information/Discussion.....Meeting Members**

- President Marcus reminded everyone to make sure to look at the '00' list for members in their area. She further gave Chapter Presidents some tips on utilizing their members to help with membership drives, keeping track of members gained and lost, and other important tasks.
- Treasurer Shelley Liddle proposed a personal challenge for each person present to get five new memberships to bring to the next board meeting which will more than make up for the 167 lost.

**Committee Reports**

- Fun Run – Karen White
  - Two things in the works for Fun Run. One is getting food and beverages donated and second is getting a local guest speaker to start the run.
- Historian – Mark Danford
  - Working with Christina Crews to get information on our website.
- Louie L Wainwright Award – Mark Danford
  - Will not be at next meeting. Must get nominations to him by June 1<sup>st</sup>
- Community Service - Donna Wiebe
  - Donna Wiebe reported the fundraiser for the board meeting is KISS, Kids in Support of Soldiers. Boxes for the soldiers will be packed Saturday morning at 9:00 am for the March shipment.
- Publications, *Councilor* and Institute Program – Donna Wiebe
  - Presented the current *Councilor*, which has already been placed in the mail.
  - Deadline for articles for the Spring *Councilor* is April 3 and for Institute Program deadline is June 29. Please read your articles and submission. Article should be in word and pictures must be a separate attachment and in JPEG. Please identify people in pictures if you want their names included.
    - The Institute Program deadline is very important. This is where information goes for award nominations, chapter ads, trainers, and other such information. Remember however, that for Chapter Effectiveness you must submit letter of intent for ad no later than June 1.
- Ray D. McCleese Scholarship – Paula Hoisington
  - Ms. Hoisington reminded everyone of June 1<sup>st</sup> deadline for nominations. There were many excellent nominations last year and she anticipates same this year. She further stated she is reaching out for committee members.
- Re-Entry Award – Jennifer Haas
  - Nomination forms are on new website

- Can be an agency or a team from Law Enforcement, Criminal Justice, Judicial, Faith Based or private community service provider.
- Must have been in operation a minimum of two years in State of Florida.
- Committee is currently being developed and needs committee members throughout the state.
- Silent Auction – Stephen Starling
  - Newly appointed to this task. Requesting assistance if anyone has contacts or items to donate please contact him.
- Distinguished Service Awards Chair – Nichola Ogunlari
  - Has committee members in place. Alice Sims, Mark Strach, Laura Bedard, Sara Baldrige and Michelle Whitworth.
  - Looking for an individual in each category that has contributed to their community. Doesn't have to be someone of title, but someone who has contributed in their area of expertise. (Corrections, Law Enforcement, Juvenile Justice, Judicial, and Criminal Justice).
- Institute Training – Sherri Cole
  - Training is going very well. So far there is training in retirement, money laundering, Sovereign Citizens, theft and general fraud, designer drugs/ opioids, Sober Home Task Force, suicide prevention/crisis management in jails and prisons, substance abuse stages of change, and much more. Still working on presentations for active shooter and teen serial killers.
- FCCD Store – Mary Taylor, Pat Honour, T.R. Page (none present)
  - Janine Cannon operated store for this meeting.
  - Sold approximately \$153.00 so far.
- Institute Finance – Lois Schwing
  - So far for conference, the monies received from vendors and registration is \$4105.23.
  - Chapters should send her the money for program ads and door prizes.
- Decorations - Janet Worsham
  - The colors for institute theme nights will be a “sea of blues”
  - Please bring anything you may have at your chapter/home that may be able to be used for the Institute to help cut expenses. Need mirrors for tables.
- Networking – Dawn DiNatale and Steven Celt
  - Requesting input and suggestion for foods for both board meeting and institute.
- Vendors - Michelle Jordan, Michelle Whitworth, Hope Simpson (not present)
  - Gave update on ACA and contact with vendors there. A few vendors that currently present at our board meeting.
  - Space at institute this year is approximately three times bigger than last year, and all vendors will be in same area as training.
  - Requested members to provide suggestions for possible vendors. Can be small vendors, friends who have a small business, or can just sponsor an ad or event. Email suggestions to [fccdvendorteam@gmail.com](mailto:fccdvendorteam@gmail.com)
  - Vendors will be assigned location area based on the order the paid applications are received. Those who get theirs in first get choice of best spots.
  - Ideas are being discussed on how to make smoother transitions from training into the vendor area.
  - Save the date cards available.
  - Vendor registration form is on website.
  - Star and Shield will be sponsoring institute bags, Data Base Financial Service will be sponsoring name badges/lanyards, and Marquee Software will sponsor the board shirts.
  - All businesses within reason are welcome and can be in just about any type business. Local business and small “Mom and Pop” type businesses are very welcomed.

Vendors don't have to be present to be recognized or included. Vendor's can also sponsor activities, such as coffee breaks.

- Training Award – Dorothy Stafford
  - Needs committee members
  - Must have a minimum of three trainings, but committee will be looking for quality training and not necessarily quantity.
  - Criteria and form are on the website.
- Elections Supervisor – Mike Rathmann
  - Two candidates this year for State Secretary.
  - Encourage members to vote. Can vote on line.
- Chapter President Liaison – Karen Michael
  - Most information that Chapter Presidents need to know has already been discussed. Contact her for any questions.
- Past President Liaison – Gina Giacomo
  - Gift has been narrowed down and prices are being negotiated for the gift.
- Academic Scholarships – Lisa Stokes (not present)
  - President Marcus stated applications are on website. Encourage members to have people apply. Completed forms must be sent to Lisa Stokes whose information is in the packets given.
- Awards Coordinator– Maria DiBernardo
  - Will be Chair to coordinate all the awards, L.L. Wainwright, Re-entry, Distinguished Service, Community Service, and Training.
  - Has met with all Committee Chairs to ensure that all committees are diverse and fair. Coming from all areas of state, different agencies, and different chapters.
- ACA & Affiliate Liaison – Maria DiBernardo
  - FCCD had many members at ACA Conference. Together they all gave a great representation of our organization.
  - She and President Marcus were able to go to the delegate assembly and represent FCCD there.
- Bill Bedingfield Scholarship – Angela Gordon – (Not present)
  - President Marcus stated the nominations forms are on the web and completed forms need to go to Angela Gordon by the June 1<sup>st</sup> deadline. Contact information for Ms. Gordon is in packet provided.
- Long Range Planning – Justine Patterson
  - Apologized for being absent last board meeting, but still on the table (Old Business) is the mission statement change. Copies of suggestions were handed out.
  - Discussion included comments by Executive Director Jim King that at last meeting this was brought up and it was decided that due to the current IRS Audit, a change at this time would not be in the organization's best interest and could derail the current process.
  - Past President Brooks suggested that we could possibly go ahead with changes to name and mission, but not publish it yet.
  - Executive Secretary Rob Lingis stated he could send out email survey out that would also tally the votes if that would help.
  - Due motion from last meeting to table this item, until after audit, a new Motion was made by Past President Brooks to move forward with the Long-Range Planning recommendations to look at changing our mission statement and have the general body review the mission's statements provided. Second by Julie Satre. The motion passed unanimously.
- Chapter Training Funds – Donna Bolton
  - Training funds are available to assist Chapters if any of their training comes at a financial cost.

- For consideration training funds to be given, fill out form on website then send via email to [derreckdonnacody@earthling.net](mailto:derreckdonnacody@earthling.net) or call 321 759-6473.
- Door Prizes – Michelle King
  - A door prize is one of the Chapter Effectiveness criteria. If you are doing gift cards/certificates they can be sent to P O Box 681975 Orlando, 32868. If check send to Lois Schwing.
  - Also looking for volunteers to assist and donation of items are welcomed. If any ideas Email [mking6147@gmail.com](mailto:mking6147@gmail.com)
- Golf Tournament – Rick Orzechowski
  - Have several prizes in place but open to more.
  - Still in negotiations with hotel on price hoping not to raise fees above the current \$65.00.
- Food and Beverage – Christina Crews
  - The process has started, however, nothing to really report to the group at this time.
- Web Master – Christina Crews
  - Presentation was given by Rob Lingis on new website.
- Institute Moderator – Shannon Johnson
  - Nothing to report currently.
- Institute Registration – Julie Crews
  - Website will have everything needed.
- Affiliate Liaison – Cecilia Denmark
  - We need to do better job of getting it out there on who we are; what we represent.
  - Have put that information in letter on letterhead. This will be sent out via email to chapters. Use this letter to make contact. Need to diversify; look outside the norm for participants and membership. Everyone should consider themselves a member of the Affiliate Committee.

### Day One Meeting Conclusion

Meeting was tabled for the day at 4:30 pm by President Marcus and will reconvene at 8:30 am tomorrow morning February 17, 2018.

### Day Two Meeting Reconvened

President Marcus reconvened the 2nd Quarterly Board Meeting at 8:35 am.

### President Report.....Tammy Marcus

- President Marcus welcomed everyone back for the second day of the board meeting.
- President Marcus presented a video on the Dan Marion Foundation.
- President Marcus recognized Matthew Page who presented information and videos on the charity, Dance Marathon, which supports the Shand's Children's Hospital.
- President Marcus introduced Gail Page, Capital Insurance, who gave an overview of Capital Insurance. Ms. Page also provided information on the state dental plan and extended deadline.

### Chapter President Reports

- During both days Chapter Reports were presented by:
  - Chapter 1
  - Chapter 2
  - Chapter 4
  - Chapter 5
  - Chapter 6

- Chapter 7
- Chapter 8
- Chapter 9
- Chapter 10
- Chapter 12
- Chapter 17
- Chapter 18
- Chapter 20
- Chapter 23
- Chapter 25
- Chapter 26
- Chapter 27
- Chapter 30
- Chapter 31
- Chapter 35

**General Information/Discussion Day Two.....Meeting Members**

- Executive Secretary Rob Lingis gave presentation on the new website and overview of all the current and future features. Emails will go out to notify membership as updates and features are added.
- Donna Wiebe presented Tim Proctor with Kids in Support of Soldiers. After presentation members assisted in packing the boxes for the March mailing date.

**Old Business**

- A question was raised on status of IRS Audit. Executive Secretary Rob Lingis reported that the accountant is working to get things completed and we were informed to carry on as usual.
- Gail Page rescinded motion from prior board meeting to eliminate the rebates; second was by Linda Brooks. Motions passed unanimously.
- Chapter Re-organization Mike Rathmann stated that at next meeting he will have input from other committee member and a proposal will be submitted to address issues such as the ability to create additional chapters and how to screen and help chapters trying to become active again. Requested ideas to be mailed to him at [thughkeeper@gmail.com](mailto:thughkeeper@gmail.com).

**New Business**

- Past President Brooks will continue with a planning group in coordination with the Long-Range Planning Committee to move forward on agenda items presented by Past Presidents and will have action plans to be discussed at the 3<sup>rd</sup> Quarter Board Meeting.
- Motion made by Past President Brooks to move forward with the Long-Range Planning recommendations to look at changing our mission statement and have the general body review the mission's statements previously provided. Second by Julie Satre. The motion passed unanimously.
- President Elect Page will be forming a work group to develop a policy concerning raffles.
- Motion made by Ardena Bosley, that with exception of raffles currently underway, a moratorium be placed on utilizing weapons as raffle prizes until committee comes up with policy and procedures. Motion seconded by Paulette Julian. Discussion opened and closed. Motion passed unanimously.
- Executive Director King stated that Chapter 32, started a few years back, basically covered Glades Correctional Institution which has been closed for some time. Now only has two members. Made motion to combine Chapter 32 into Chapter 10. Discussion clarified that the two members would move into Chapter 10, but that Chapter 32 would remain which could allow it to become active again in the future. This is same as with Chapter 13 now. Second made by Mark Strach. Unanimously passed. Tabled until next board meeting.



**Closing Remarks & Announcements..... President Tammy Marcus**

- Request made for Chapter Presidents to get business cards. Past President Linda Brooks stated she would bring some to next board meeting.
- President Elect Mike Page stated that he is currently establishing committees for the 90<sup>th</sup> Annual Training Institute, for the 18-19 year. Email interest to [mike.page@fccd.org](mailto:mike.page@fccd.org). Institute is August 23 through August 27, 2019 at Doral in Miami.
- Chapters were given a chance to provide chances to win and hold drawings.
- Next Board Meeting is scheduled for May 18-19, 2018 at the Sheraton Tampa Riverwalk, Tampa, Florida.

**Adjournment @ 11:30 am**

Dawn DiNatale, made a motion to adjourn the meeting; seconded by Maria DiBernardo. Motion passed unanimously.