

FLORIDA NENA



Executive Board Meeting
Thursday, May 2, 2019, 9:30 a.m.

MINUTES

CALL TO ORDER / ROLL CALL

The meeting was called to order at 9:30 a.m.

Voting Members in attendance: Laurie Anderson, Greg Holcomb, Dan Koenig, Sandi Chernoff, Christine Cooper, Mike Fernandez, Ira Pyles, and Katja Jalonon

Committee Chair/Advisory in attendance: Rolf Preuss, Sue Pettingill, Mark Whitby

Additional Attendees: Linda Woloski, NENA Southeastern Director

Not in Attendance:

Voting Members: Keith Godwin

Committee Chair/Advisory: Amber Siena, Jeff Ballard

OLD BUSINESS

1. Approval of meeting minutes from April 4, 2019 – Motion by Greg, second by Sandi; **motion carried unanimously.**
 2. Bylaws status update: Laurie: for review on the website. Dan: no updates from Jeff at this time. People are voting with no issues. Dan: believes all voting is strictly online – will double check with Jeff on it.
 3. 501c3 update: Laurie – no update to provide at this time except spoke with **Becki?** in mid-April and they were under “crunch time” and was not able to prepare everything yet. Should have provided a draft before her vacation. Have not heard back from Becki at this time.
 4. Taxes update: Laurie – May 15th for non-profit taxes – have not heard back from Becki at this time. Have signed a contract with them to do the taxes. Will contact head of **company name?** this afternoon since have not heard back and are under contract.
 5. SOP (Credit Card Handling and Acceptance Policy): Greg: policy reads “secure private network” – is this available at hotels etc. – how do we accomplish that? Laurie: need to vote on this. Would like to purchase MyFi to do this securely. Purchased, owned by NENA, maintained by Treasurer. Do not have one currently. Motion to approve the SOP by Dan, second by Mike; motion carried unanimously
- Greg: follow up motion: Treasurer to secure a MyFi device to be able to adhere to the above policy. Second by Mark. Motion carried unanimously. Ira: to clarify: motion is for the device as well as the associated costs for the purchase and maintenance.

6. Letter to DMS on behalf of Florida NENA update: to Florida Association of Counties – accepted 911 Coordinators Association to provide recommendations for board members in the future.

NEW BUSINESS

1. Swear in Katja Jalonon as Secretary and Ira Pyles as CEFA VP – Linda Woloski swore both in at 9.33 a.m.
2. Awards cost: pen sets around \$200 – Matt R – longest standing 911 coordinator in Florida 35 years of service; will not be present but want to recognize him. Four additional pen sets: generic to Florida NENA – have them available in case recognition is needed. Discussion on what warrants a pen set vs. a plaque – want to recognize service. Motion by Ira to allow the president to spend up to \$350, second by Sandi; motion carried unanimously.
3. Cost of additional students for NG911 Now Class: Sue: 74 enrolled as of April 30th, 33 are also signed up for NENA class. Discussion on how to best provide this educational service without incurring unnecessary costs. Motion by Dan to authorize Mark to spend \$175 for 10 additional people if needed by May 9th, second by Greg; motion carried unanimously.
4. Annual Report (Sunbiz.org): Sandi: \$61.25 filing fee for the year. Silas' address was changed to Sandi's – Sandi is now principal agent, and has sign in information on Sunbiz. Decision was made to look into what changes can be done free of charge and which ones are required so we don't spend unnecessary funds for updates.
5. 911 for Kids Awards – deadline May 17th: Laurie: sent to membership. Florida Association of Chiefs of Police meeting will announce it with children and dispatchers in attendance. Application was sent out. Will be added to newsletter also. Was on Facebook page also.
6. Job postings: Discussion on how to make job postings self-maintaining and fair. Laurie will check on Team911 possibility. Ira suggested the Media Committee take the lead and assure SOP is written on exact rules to keep things fair.

COMMITTEE REPORTS

1. Treasurer – Sandi reported there is \$41,764.53 in the checking account, \$14,481.67 in the debit account, and \$21,042.44 in the conference account. Completed a list of executive board members and their home addresses – will be held by Secretary. Son of former secretary (name of former secretary?) was killed in a car accident. Linda advised he was an instrumental member of Florida NENA – Sandi will send our condolences.
2. Conference Committee – Sue provided updates.
 - a. Spring Meeting: As mentioned above, 74 and 33 signed up. Couple of vendors will assist with purchasing snacks. Century Link and Word Systems – will purchase breakfast on meeting day. Room big enough for 100. When meeting is over, Sue will open registration for Fall Conference. Discussion was held on the committee meetings' expectations.
 - b. Fall Conference: registration will open after Spring Meeting. Secured \$10,000 sponsorship from Motorola for Monday night Luau with food and drinks. Will get a committee together after Spring Meeting. Conference: November the week before Thanksgiving at the Palm Beach Airport Hilton.
 - c. National Conference Update: Greg: meeting last week Gaylord Palms all rooms booked, secondary hotel is ready. Attendance is going to be high. Honor Guard, K9 and signing of both anthems will be done by Osceola County. Working on dignitary to open the conference and Run for 911 5K celebrity commitment still, no responses as of yet. Volunteers: 44 time slots with multiples at each slot – need 150 plus volunteers. So far only 25 volunteers signed up. Laurie will bring up at the business meeting.

3. Media Committee – No report.
4. Education Committee – Mark: all is going well. Bi-monthly meetings. Another ENP study group is being discussed.
5. Public Education Committee – No report.
6. Database Committee – Ira: just getting ready for Spring Meeting.
7. Commercial Advisor Report – Rolf: is at APCO currently – wants to make sure we have easels – hotels are charging exorbitant amounts to rent them now.

Additional Comments:

8. Sandi and Laurie: looking for comments etc. on the SOPs that were sent out.
9. Ira: wants to send out an article and then would like to have feedback on it – Laurie advised best way to do it is to include his email address for the feedback to be sent to.
10. Laurie: committee chairs should have backups that can step in to be on the Board calls in their absence.

ADJOURN

The meeting was adjourned at 11:04 a.m.