



# FLORIDA NENA

Thursday, August 26, 2021, 10:00AM EST

[join.me/FLORIDANENA](https://join.me/FLORIDANENA) / Conference ID: 947-936-813 # / Px: (813) 769-0500

## EXECUTIVE BOARD MEETING MINUTES

**CALL TO ORDER:** Meeting was called to order at 10:03am by Dan Koenig

### ROLL CALL

**Voting members in attendance:** Daniel Carroll, Sandi Chernoff, Greg Holcomb, Dan Koenig, Ira Pyles @ 1014hrs, Jessica Skowronski

**Voting members not in attendance:** Keith Godwin, JC Meyer, Jacob Saur

**Committee Chair/Advisory in attendance:** Susan Nelson, Sue Pettingill, Linda Woloski

**Committee Chair/Advisory not in attendance:** Priscilla Hinckle, Cassie Lowery, Yvonne Riechhoff, Amber Sienna, Lesil Taylor, Judith Weshinsky-Price

**NENA Rep in attendance:** Laurie Anderson

### OLD BUSINESS:

**1. Approve minutes from June 24, 2021 meeting (Dan K.):**

- Minutes were sent out. Please review them and then I will send out an online poll. If not, we can hold off until the next meeting to accept a vote on the meeting minutes.

**2. 9-1-1 Goes to Tallahassee/Stakeholder Awareness (Dan K.):**

- NENA is still planning to hold the event; everything is very tentative and back up in the air. Still aiming for an in-person event. The Stakeholder Awareness, we briefed down the old Stakeholder Awareness program to an outline. It was sent out to the Committee membership. Reached out to Laurie who's going to talk to Rodney, the videographer to see if we can expedite it. Laurie: we need to do the basic script on what we wanted first. Dan: we don't have the \$15 billion dollars to fund NG911. Please reach out to either Laurie or I if you have any ideas on the video. I was thinking of doing it like an interview style, so it is not me speaking all the time. Have a few people pick a few sections, like Ira talk about NexGen Core Services. Film with a green screen here and then it can be edited. That will save us on travel time to Punta Gorda and Charlotte. Laurie: let's schedule a time to talk about the script. I'm getting ready to do an educational EMD video for our healthcare facility. Dan C: I would like a copy of that video.

### **3. LIFT America Legislation (Dan K):**

- The legislation is going forward, but the NG911 part has been removed from it. Waiting to see if Amy Clovitchar is going to follow through to sponsor the bill as a soul funding for 911. When she presents hers that will be the original bill that National NENA was in favor of unless she changes it.

### **NEW BUSINESS:**

#### **1. Regional VP Voting Process; how will it be determined that only those individuals that reside or have a business in a given region are the only ones voting (section 4.1)? (Keith Godwin)**

4.1 All persons in a voting-eligible category of National NENA membership are entitled to one vote on matters that come before the membership. **Eligible voting members are limited to voting for an Area Vice President candidate for the Area in which the member resides or has a primary place of business.**

- Dan K: I believe there is a drop-down menu on the voting system that members would have to pick their region. Susan: Laurie and I are working on the electronic ballots where we can put a field in for county of residence or primary address. They would have to fill it in to make sure they're voting for the VP in their area. Laurie and I will have a meeting tomorrow to work on this. Laurie: they will have to provide their address where they reside and/or work for the region they're in.

#### **2. Records Retention SOP Review (Dan K.):**

- A basic policy was sent out. Please send me edits/deletions and we can review and discuss at the next meeting.

#### **3. President's Award (Dan K.)**

- I would like to add another award to the awards that we give out. I suggest a President's Award. Our Distinguished Service Award can go to an individual, but not a team. With some of the events we've had in Florida over the past several years, the most recent was with Surf Side where NENA would present an award to the agency for going above and beyond for an extended event that had worldwide notice. I think it would be a great thing for the people that went through that type of stressful event, that we as an organization recognize them. Some of the events that we've had in the past, Ft. Lauderdale Shooting, the Pulse Shooting, something like that to give to the agency. Dan C: I like it. Susan: are you thinking of taking nominations for this or is this for the Executive Board to get together to recognize the agency? How do you envision that working? Dan K: any board member can suggest it in advance of the conference, and then the Executive Board would vote on it. For me it's one of those where if we look at a plaque it will be \$35 to \$40, and it would do a world of good will. We keep talking time and time again of recognizing our members I think this is a good way to do it because we don't have anything for an agency or a team. If we think this is a good idea, I can draw up a bylaws addition to where we have the

other awards listed. It doesn't have to be presented yearly, just events. Further discussion ensued. Dan K: I'll write something up for the next meeting.

## **COMMITTEE REPORTS:**

### **1. Treasurer (Sandi):**

- Checking \$38,298.19; Conference \$62,854.40; Debit \$8,700.55. Money is still coming in from vendors. We're up to 17 vendors for the conference.

### **2. Conference Committee (Sue P):**

- Ballroom is quite large. I got with Priscilla, we capped it off at 50 but I can put more in there if I have to. We already have 40 people signed-up for a total of 145 room nights.
- Working with Motorola, they have decided to do the \$10k double platinum sponsorship again.
- Everything is going smooth so far. Judith has her stuff lined up. They have a bunch of presentations submitted. The Education Committee is going through those.
- Tricia Davis, the 911 Coordinator for Volusia County where the Hard Rock is located, asked if we would like to do a silent key in memory of those that have passed. She agreed to head it up, and she will get with Susan Nelson to post something out to everybody and ask for pictures and information of someone that has passed in the last two years with everything that has happened with COVID. We can do it during the opening breakfast or at the coordinators meeting.
- Dan K: at the APCO conference a few of the vendors asked if we were having anything. I gave them Priscilla's information to reach and get more vendors. Do we have dates for the next 2022 Spring Conference? Sue: I'll reach out to Embassy Suites in Orlando and try to secure some dates. We do it somewhere between March and April. Dan K: work in coordination with Leon for the coordinators meeting.
- Dan K: Laurie and I attended the APCO meeting as members. Hopefully, we can work better with them. Laurie: you have two organizations that have the similar goals but see things differently. We're going to do our best to work together for the benefit of both memberships. The meetings we had were very productive. We're going to continue to do them on a quarterly basis, face-to-face, and virtual meetings when we can't. That's a good step in the right direction.

### **3. Media Committee (Susan N):**

- Busy month for media activities. All of the September Regional meetings have been scheduled and posted on the website. Sending out emails to members within the next few days.
- Registration is open on the website. The only email we've sent out has been to vendors, however, there are some members that have gone and checked it out and decided to register. Sue P. sent the draft of the email for the members.
- Nominations have been posted and opened for the Executive Board. Opened nominations for the three awards that we do but haven't announced that yet. Pat Welte, Jim Martin, and Exceptional Service award are open as well. When do we close the nominations for the Executive

Board and the awards? Linda: last year we had a 30-day from the date of posting. I believe the bylaws say that it's a 30-day from date of posting, and that's what we did. Susan N: so nominations are closing on September 13<sup>th</sup> and we've only received one nominations for the NOFA VP. Please encourage people to nominate themselves or others. Dan K: September 13<sup>th</sup> was the cut-off date on the letter Greg sent out.

- Susan N: Did we ever award the Pat Welte scholarship last year? Linda: Yes, we did. We notified the winners, but I don't know if they've requested anything. Susan N: is there a timeframe to use this money? Linda: I think we did an exception last year because of the COVID situation, but I think it was a year from the date they selected to sit for the exam. Laurie: the responsibility of the ENP scholarship recipient, they are required to take the exam within one-year (365) days of the award. Linda: we did make an exception to that last year because of COVID. Laurie: should we have a list somewhere on the website to show all past award recipients are? Linda: I have the information on the winners and will provide it to the group.
- Susan N: the newsletter is on hold right now, but I do plan to have a preconference issue.

#### **4. Education Committee (Judith):**

- 17 proposals for the conference completed on the 7<sup>th</sup> of September. NENA class is confirmed. There were two quotes the were turned in this year. For the boot camp we have asked for money to cover the additional costs. We asked for \$4k. Are we going to ask for more money or is it coming from FLNENA? Dan: it was my oversight. We still have time to go back to the board to ask for additional funding. Laurie: I would not go back to the board for additional funds. Laurie: there is a formal letter you can submit each year just change the information. We have plenty of money in the bank account. We only asking for the manual money. Dan K: It was brought up at the meeting as a reimbursement.
- We received 17 proposals for the conference, they are currently being scored by the committee. The scoring process will be complete on the 7<sup>th</sup>.
- State board approved reimbursement for printing the Boot Camp Manuals and the NENA Post-Conference Class
- NENA Class has been confirmed for November 19<sup>th</sup>, and will be up on the website for registration in the next day or so
- Boot Camp manuals have been sent to the printer
- Boot Camp facilitators are confirmed
- Work on the ENP study group continues
- Sue P: Is the board paying for the manuals in addition to the class cost? Dan K: Yes, the State Board approved the reimbursement for printing the Boot Camp manual and the post conference class at the last meeting. Laurie: typically, in the past there has been an overall cost for the AB for the Boot Camp class. That was not turned in that fashion this year. There were two quotes that were turned in; there was a quote for the Boot Camp manuals that did not include additional costs, and then the post or pre-conference class. That one was \$4k. Typically, we have asked for a certain amount of money over the cost of the manuals to cover additional costs. Sue P: we asked for the \$4k for the Boot Camp that covered the AB, snacks and drinks, and printing material. So now we're not doing that. It was all-inclusive in that \$4k that we asked for. Dan K: we asked a little bit for the AB material. This is coming from Leon, the process had changed that they didn't need a letter from us this time asking, he wanted a Board member to recommend it. That's when Carolyn stepped up. I didn't get the proper information to Carolyn. Sue

P: For budget, purposes are we going to ask for more or is that it, and FL NENA eats the cost of the rest of it? Normally I have that \$4k for the post NENA National class. I just need to budget. Laurie: I would not go back to the Board to ask for additional funding. Sandi: What Sue says is correct; we've never billed them for manuals. We get a reimbursement for the entire class, and we put out the money for the manuals. Dan K: We went to the Board once; I don't think we should go back. Laurie: I agree with that.

**5. Public Education Committee (Amber):**

- N/A

**6. Database Committee (Ira):**

- Continue with the GIS subgroup and Florida Emergency Addressing Professionals (FLEAP) monthly web sessions. Next GIS subgroup meeting is today at 2:00 with the subject of Universal Locator Identifiers, and presentation by "What Three Words". Susan Nelson is going to present on other universal locator identification systems out there.

**7. Commercial Advisor Report (Priscilla):**

- Sue P: The schedule is packed. The only way that I can do a user group meeting for individual companies is to do them at the same time as the classes we have set-up because we do not allow anything else during the expo and we don't want to do anything during the FL NENA meetings. Leon asked about doing a board meeting on Wednesday morning, but the exhibit hall is open, those are exclusive hours. I offered Wednesday afternoon, but Matt said no. I offered anytime on Tuesday. Susan N: Is there another room from 1:30 to 2:30 for Intrado opposite of the MTUG? Sue P: I can give them the two time slots on Monday. If somebody else comes in, they can have the time slot that Intrado doesn't take. We'll have to make the minimum sponsorship at \$5k to have a space for a user group meeting.

**8. National NENA Report (Cassie):**

- Laurie: At the end of the conference, there is a leadership meeting at each national conference. John Kelley always does a good presentation on this; talks about some of the things that the chapters should and shouldn't be doing regarding lobbying, and that type of thing. In the past we've always asked ourselves what we consider lobbying for our chapter. He advised no more than 50% of your activity should be related to lobbying. You can make broad policy statements, but once you provide a bill number you're considered as lobbying. If you ever pick up the phone and you ask others to make a call you're lobbying. Regardless of your insurance, your Treasurer should be bonded. It might be something to look into. I strongly suggest that if anybody attends these national conferences that you attend the leadership meeting at the end. They always have informative information. Dan K: In speaking with National NENA, one of the things I suggested was moving that up in the agenda for the meeting if possible. It would be good for the chapter leaders to get to know each other before the conference.

### **9. Bylaws Committee (Dan):**

- Nothing outstanding right now. Possible some amendments to the awards we already mentioned at the beginning of the meeting.

### **10. Nominations Committee (Greg):**

- Greg: Due to the changes in the bylaws, we didn't have the Vice President or the Vice Chairs for the CEFA, NOFA, SOFA, WEFA. We got that all corrected. We accept votes all the way up to the conference. We'll do a couple of reminders. Each of the Chairs other than NOFA had identified in the regions side that they would continue forward. We need them to nominate themselves. Keith did a nomination for somebody. I'm tracking all of those along with the awards. Susan N: We have not yet notified people of the award nominations, so I think it needs its own 30 days. Dan K: Let's get it done sooner than later so the committee has time to review. Greg: Linda has agreed to work with us again. Susan N: emails are now getting directed to Greg.

### **REGION REPORTS:**

#### **1. CEFA (Ira):**

- Next meeting is scheduled for September 16<sup>th</sup> @10:00am, virtual only. Some counties can't travel.

#### **2. NOFA (Keith):**

- N/A. Dan K: Dates have been set and they're on the website now.

#### **3. SOFA (Carolyn):** emailed

- Still planning SOFA meeting Sept 22nd, 10:00am both virtual and in person for those that want to come here have James Crichton with ATOS and one other presenter.

#### **4. WEFA (Daniel):**

- Next meeting is September 8<sup>th</sup> in person. Will add a virtual option.

**Closing** (Dan K): There was no voting. I did send out the poll for the timeframe for our meetings. Tentatively looking at Thursday afternoon, possibly at 2:00pm meeting moving forward. Waiting on Jake and JC. We'll send that out before the next meeting.

**ADJOURN:** meeting was adjourned at 11:08 am by Dan K.