



# FLORIDA NENA

Friday, May 20, 2022 @ 9:00 AM EST

[Webex](#)/Meeting Access: 2349 546 2989/Px: (904) 900-2303

## EXECUTIVE BOARD MEETING MINUTES

### ROLL CALL

**Voting members in attendance:** Daniel Carroll, Sandi Chernoff, Michelle Clark, Dan Koenig, Ira Pyles, Jacob Sauer, Jessica Skowronski

**Voting members not in attendance:** Justin Koval, JC Meyer, Daryl Recker

**Committee Chair/Advisory in attendance:** Priscilla Hinckle, Susan Nelson

**NENA Rep in attendance:** N/A

### OLD BUSINESS

**1. Approve minutes from April 12<sup>th</sup> meeting**

- Sandi motion to accept the Board Meeting minutes. Dan K. second, and the motion passed unanimously.

**2. Legislative Updates (Jake/Dan)**

- No updates

**3. Records Retention SOP Review (Dan)**

- All board members received the final SOP draft from Dan K. that were approved at our last meeting.

**4. Bylaws Addition for President's Award (Jake)**

- Jake is working with Dan K. on this and will have a draft completed for review at the next meeting. Executive Board approves it first and then gets presented to the membership.

### NEW BUSINESS

**1. FL NENA Donating to Laurie Anderson's Dispatcher Scholarship Fundraiser (Sandi)**

- The 911 Coordinators Association donated to the Gold Line Scholarship Fund. Would like FL NENA to do the same. She met her \$2,500.00 goal, but she doesn't have to stop there.
- Sandi motion to donate \$1k to Laurie Anderson's Dispatcher Scholarship Fundraiser. Daniel second, and the motion passed unanimously.

## **2. Vote on Travel SOP and Travel Reimbursement Form (copy attached)**

- Ira: if we approve travel, is FL NENA responsible if the person gets into an accident while traveling for what we approved? SOP notes: personal auto insurance is required for expenses to be reimbursed. Drivers should be aware of the extent of coverage they have. Jessica: with that notation in the SOP, the responsibility would be on the traveler's personal insurance. Sandi: we have liability insurance on the board, and bonding insurance not auto insurance.
- Daniel motion to accept the Travel SOP and Travel Reimbursement Form with minor grammatical changes. Sandi second, and the motion passed unanimously.

## **3. Lobbyist Agreement (Ira)**

- Jake: we had a vote via email to pay for the lobbyist. Sandi: have not received anything from anyone to pay. Jake will table for the next meeting.
- Ira: is there an agreement that establishes the rate we pay and the work they'll do for us? Do we receive a report from the lobbyist for their actions?
- Jessica: will check with 911coord for lobbyist contract.

## **4. National Reception Budget Approval (Susan N.)**

- Sent an email on May 11<sup>th</sup> to the board outlining the proposal to have the FL NENA Chapter host an event in recognition of Laurie's installation as president to take place at the Kentucky during the conference.
- Sue P. is working with Cassie to secure a location at a nearby establishment (restaurant, distillery, etc.) Her idea is to sponsor dinner and possibly drinks, by setting up a limited menu and distributing drink tickets (2 max). We had hoped this to be a surprise for Laurie, but in working with Anna Marie at National (who is responsible for Laurie's schedule), that won't be possible. It will have to be on her schedule and known about by her in advance to ensure she has time and opportunity to attend. Anna Marie suggests that Monday evening, 6 or 6:30, would be the best time. She is thinking that \$100 max per person attending would be enough for dinner, drinks, tip, and tax. That's \$3000 for 30 people, \$4000 for 40 people, etc. Sue P. is requesting the board to authorize a not-to-exceed limit of \$5k to support this reception.
- Sandi motion to approve up to \$5k for the reception for Laurie Anderson from the FL Chapter of NENA. Ira second, and the motion passed unanimously.

## **5. Member List and Conference Registration (Ira)**

- N/A

## **6. EMSAC Communications Committee Meeting (Dan K.)**

- The EMS Advisory Council (EMSAC) meeting is scheduled for June 15-17<sup>th</sup> at the Seminole Hard Rock in Hollywood, FL. The following are some of the primary topics to be discussed:
  - Potential updates to Public Safety Telecommunicator Curriculum
  - Potential updates to Public Safety Telecommunicator Administrative Code
  - Potential updates to Public Safety Telecommunicator in Florida Statute 401

- FirstNet
- State Communications Plan
- Efforts to reclassify Public Safety Telecommunicators as Special Risk in the Florida Retirement System
- Florida Emergency Medical Services Communication Plan
- FL NENA and FL APCO should be constituent groups to EMS Advisory Council in 9-1-1 matters. If no Board member can attend, would like permission for Member to attend and represent FL NENA-possibly Michael Fernandez (if he's not attending national).
- Laurie (emailed): 911 needs to be represented at many of these organizational events. At the national level we are going to be representing at the NSA and Chief of Police Association. We should be doing the same at the state level. If there is any discussion of 911 in any organization at the state level FL NENA should be present.
- Greg/Susan (emailed): there needs to be some sort of accountability measures in place to track results as discussed. A program in place with a year-to-year expectation of which conferences, etc. that could be reviewed in budget and attendance each year by the Board would be in order. There is true value in our representation as a FL NENA Representative to be engaged in the discussions and necessary actions as/if required. I think we need to have a structured approach.
- Sandi motion to approve a FL NENA member to attend the EMSAC meeting to represent FL Chapter of NENA. Michelle second, and the motion passed unanimously.

## **COMMITTEE REPORTS:**

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

- Checking \$30,040.76
- Conference \$59,206.63
- Debit \$4,517.90
- Total \$93,765.29
- Star pay is setup threw our Star Chapter. Cancelled the merchant account with Bank of America on order for Star pay to kick in.
- We are ordering shirts today. There are currently (41) shirts accounted for. Ordering a couple extra. We can always sell them if we don't need them. Susan: possibly ordering (50) for the attendees and a couple extras. Sandi: we have \$1,183.00 in the cart. They are \$30 each.
- Ira motion up to \$1,800.00 for NENA shirts. Jessica second, and the motion passed unanimously.

### **2. Conference Committee (Kristine):**

- N/A

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

- Focused on preparations for National, doing email blasts. Daniel and Justin are trained for the webpage.

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

- N/A

**5. Sunshine Committee (Linda):**

- N/A

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

- GIS subgroup meeting is scheduled for May 26<sup>th</sup>, next Thursday. Jason from Hillsborough County will be presenting how they created scripts that they used to integrate and share data in an automated process to Google for their maps. We continue to have monthly GIS and FLEEP meetings.

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

- Was at the FL APCO conference a several weeks ago. A couple vendors mentioned how bad the attendance was. More vendors than attendees. Vendors are hoping that FL NENA and FL APCO would join forces again. We'll be talking about changing the layout, having standard booths instead of tabletops. Hopefully, we'll have better attendance at our FL NENA chapter.
- Susan: it is very beneficial for vendors to have a company like CVENT who handles booth set-up, receiving booth material shipments, delivering to your booth, and shipping everything back out.

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

- N/A

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

- N/A

**10. Nominations Committee (Dan K):**

- N/A

**REGION REPORTS**

**1. CEFA (Ira)**

- Next meeting will be sometime in September. Need some Webex training before CEFA meeting.

**2. NOFA (Michelle)**

- N/A next meeting in September in Alachua County.

**3. SOFA (Justin)**

- N/A

#### 4. WEFA (Daniel)

- N/A

**ADJOURN:** Next meeting June 17<sup>th</sup> @ 9:00 am. Jessica motioned to adjourn the meeting. Sandi second. Meeting adjourned by Jake at 1040 am.