

FLORIDA NENA



Executive Board Meeting Minutes
Thursday, January 23, 2020. 2PM EST
Conference Number: (352) 253-9990 (Connects Automatically)

AGENDA

CALL TO ORDER: Meeting was called to order at 2.05pm by Greg

ROLL CALL:

Voting members in attendance: Greg Holcomb, Dan Koenig, Sandi Chernoff, Katja Baker, Michael Fernandez, Keith Godwin
Committee Chair/Advisory in attendance: Sue Pettingill, Susan Nelson
Additional Attendees: Linda Draughn-Wolosky

Voting members not in attendance: Jacob Saur, Ira Pyles, Kevin Sowell

OLD BUSINESS

1. Approve Minutes from November 2019 – Unavailable until moments ago, will vote on this next meeting – keep in mind most were not captured
2. Pat Welte Scholarship: no updates at this time
3. Exceptional Service Award: Keith sent out revised version of the form in November and again today. Please review and be ready to discuss at the next meeting.
4. Legislation change (911 Coordinator Association and FL NENA Partnership) discussion: Keith – no draft done as far as he knows. Coordinators Association started, FL NENA was asked to assist paying for a lobbyist or such, nothing drawn up as far as he knows at this time. Greg will have further discussion with Laurie to get up to date.
5. Fundraising Chair: will leave for next meeting as well
6. 501c3 update – Sandi: as discussed on the last call, items were filed and paid for and we now officially have 501C3 status which gives us ~~both Federal and State of Florida tax exemption. Sandi also applied for and received Florida Sales Tax Exemption (Form DR-14).~~
7. FL NENA Taxes Update: 2018 federal income taxes were filed with the IRS on 11/11/19
8. National Conference Coordination: Greg: lessons learned and sharing them with California – Greg wants left on calendar for now as a reminder

NEW BUSINESS

1. Executive Board:
 - a. Meeting schedule: after discussion the later time seemed challenging for a few of the Board Members – 10 am was proposed and decided on – it will work for everyone who was on the call today. Greg will send out updated calendar ~~item invite~~. Might need to change November date since it is currently on the week of Thanksgiving. ~~(FL 911 Board meeting will not be this week).~~
 - b. Conflict of Interest Statements: all executive board members and committee chairs need to fill out a new one (perhaps amend bylaws to state it is done annually?). Linda: done annually on the national level. Motion by Greg that the committee chairs are kept to the same ones as they are today. Second by Sandi. No further discussion. Passed unanimously. Katja will send out policy and affirmation statement to all.
 - c. Reinstitution of SOP: Greg: do these need to be reinstated each year? Linda: usually done periodically and as needed, not annually.
2. Letter of Support to PSAP for Pensacola Airbase shooting: Greg will provide a copy of the letter to attach to the minutes, will send out for this event as well as similar major incidents in the future.
3. Training Classes officered through FL 911 Board through FL NENA: Greg: please keep pushing out on the regional side.

Commented [SC-11]: 501 c 3 only pertains to Federal tax exemption.

Commented [SC-12]: 501 C (3) status only gives us federal tax exemption.

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Commented [SC-13]: Suggest removing sentence referencing the E911 Board.

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4. New Senate Bill 1472 – additions to 365.172. Greg: Dan sent this out to the entire group, no teeth as of today as far as we can tell. Tim Gundlach was doing legislative updates in the past – further discussion on the subject found that the Board only approved this item through December 2019. Motion by Dan to re-engage Tim on this at \$200/month (those months when it is needed only) through December 2020. Second by Mike. No further discussion. Passed unanimously. Greg will reach out to Tim.
5. Web Page – Marketing: Susan: soft launch last week, tweaks are still being worked on. Several people are registered for classes already. Laurie and Susan have full admin rights. Spring meeting will be April 13-16th in Lake Buena Vista – it is also up on the site though you can't pay yet - \$50 registration fee. Working on having separate mailing lists for regional groups, send lists to Susan to get it done. VOPs (Conference Chairs and Area VPs) can become admins with access to their pages only to administer it themselves, though it is not as easy as we had hoped. Sue will take over the conference page. Suggestion was also made to have headshots of EB on the webpage. Dan: could be a problem to have so many hands in the process. Susan: admin rights can be restricted to specific pages and areas – let Susan know if you are interested, if not, you can always send stuff to her or Laurie for posting but expect a delay. Mike: how do area VPs know who is registered for their meetings? Susan will check on this, currently just sees how many. Greg: do you need admin function to send emails to groups? Susan: list of members received from national was loaded and yes, admin rights are needed. Greg: need to create SOP on who does what and when to streamline page. Would like to have himself and both VPs added as admin. Dan: motion to have president, 1st and 2nd VP and area VPs added as admin. Second by Katja. Comments: Keith does not really want more work at this time. Susan: having it will allow you to post agendas etc. and keep your area page more fluid. Greg: they will also post for you but it will be more of a static page then. Susan: will be a couple of hours training. Passed unanimously.
Headshots: Dan: maybe we don't need to vote on everything on the webpage – gets too cumbersome. Katja: perhaps have our photographer take the pictures during spring meeting to make them consistent and right resolution. Katja: motion to take photos at spring meeting and to create an SOP for webpage. Second by Dan. No comments. Passed unanimously.
6. 911 Goes to Washington: Greg: making sure everyone aware Laurie will attend on behalf of FL NENA
7. Spring Conference Location Change: Greg: had to make a change due to issues of finding enough space etc. Sue: Embassy Suites at Lake Buena Vista. \$139/night. Have more amenities for us as well. Fall conference had an issue with Motorola funds and timing of their receipt so we have \$5,000 towards food and beverage for spring conference now. Priscilla will also offer opportunity to other vendors to sponsor the conference at different levels and to get a meeting room of their own. \$50/person registration fee to help pay for snacks etc. we must get it done by the end of the month or we might need to wait until next year to collect conference fee. Partial schedule: EB come on Sunday, Monday 12.30-2.30 Database Meeting, FL chapter meeting after that. Tuesday coordinators association meeting etc. Wednesday 911 Board meeting all day but they have to approve to change location, was put down on schedule as Tallahassee. Also Motorola CAD meeting and MTUG meeting that day. Thursday: if board needs to continue it will be available. NENA class will also be offered on Thursday. Maybe we don't have the Fall conference coincide with E911 Board meeting since it restricts the conference schedule so much?
8. Fall Conference Planning: Sue: 01/27 meeting with hotels and will have financial audit for 2019 at the same time
 - a. Financial Audit: Sue, Laurie, Greg and Sandi as well as Sally as a non-board member. Hoping to sign a contract for conference hotel at the same time. Would like to open everything for planning for it at the end of spring conference. In the future, need more time to book future conference hotels ahead of time for more options and better pricing. Greg: need to talk about budgeting for it at well. Keith: what about a pin this year? Sue: great idea for a collectable item. Sue: tax exemption will also help us to save more money. Linda: can we do anything to run another track for telecommunicators at spring conference since APCO doesn't do anything until fall – question came up from vendor side. Sue: not this year due to size of venue. Can look to do something in the future. Further discussion ensued.

Commented [SC-14]: What does VOP stand for?

COMMITTEE REPORTS

1. Treasurer; balances sent out in an email: Checking: \$39,831.99; Debit \$12,206.00; Conference \$46,101.03. Bank of America has received our application and once completed, we can set up for accepting payments. Annual report must be filed by May 1st – needs to be approved – Greg approved. Polo shirts again? Greg likes the idea and it looks good for the board. Dan: possibly logo shirts with titles – how about a shirt we could sell? Will reach out to another company to investigate.
2. Conference Committee: Sue: nothing further
3. Media Committee: Susan: newsletter publication for the year – calendar was posted on the website under media: Feb/May/Aug/Nov – will update deadlines. This month: please send them to Susan by January 29th. Examples: Letter from the President, Committee or Region updates, Operations Article, etc.

4. Education Committee: Judith: not present
5. Public Education Committee: Amber: not present
6. Database Committee: Ira: not present
7. Commercial Advisor Report; Rolf: not present. Dan: maybe we can find someone to take over while Rolf is out. Greg will reach out to him and check on him and see if he wants to have an interim.
8. National NENA Report: Linda: 911 Goes to Washington, Laurie will stay after the federal one for a meeting about 911 Goes to Your Capitol. Always looking for volunteers for various committees. Dan: pay attention to emails – Cyber Security Summit will be a new national event added.
Linda – Encourage everyone to get involved in the National NENA elections!

REGION REPORTS

- CEFA: (Ira): not present
- NOFA: (Keith): Feb 6th training, March 5th NOFA meeting at Gilchrist County EOC
- SOFA: (Mike): nothing further
- WEFA: (Kevin): not present

ADJOURN – meeting was adjourned at 3.20pm: Dan with a motion, second by Mike and Katja. Passed unanimously.