

MNSCIA
Meeting Minutes and Members in Attendance
March, 2014
Submitted by Beth Eilers

Beth Eilers, BCA
Erika Weymann, Business Manager
Jeff Schoeberl, ACSO
Sherry Bush, Rochester PD
Stot Dunphy, Minneapolis PD
Mark Sundgren, Farmington PD
Leigh Wright, Duluth PD
Jeff Pfaff, Burnsville PD
Frank Kohl, Albert Lea PD
Matt Toronto, St. Paul PD
Karl Dorr, RCSO
Ann Swenson, Rochester PD
Shawna Curtis, West St. Paul PD
Michael Eberlein, West St. Paul PD

Meeting called to order by Jeff Schoeberl at 1100 hours.

- Review of February 2014 Minutes.

Motion by Frank Kohl to accept the minutes, second by Karl Dorr, motion approved.

Treasurer's Report

Presented for Jeff Pfaff

- Current balance is \$2969.49

Motion by Sherry Bush to accept the Treasurer's report, Second by Matt Toronto, motion approved.

Business Manager's Report

- Erika Weyman submitted her expenses for payment of \$85.00
- Erika reported there are 3 outstanding invoices for the fall conference

MN BCA ICAC unit – 3 (Erika has been working with Donny Cheung on this)

Motion made by Beth Eilers to accept Business Manager's report, second by Michael Eberlein, motion approved.

New Business

- Presentation by Erv Weinkauf, Concordia University regarding the possibility of a collaboration between Concordia and MNSCIA for the benefit of its members.

Concordia offers a \$2,000 tuition reimbursement program for the Master Degree in Criminal Justice Leadership and Forensic Mental Health. They are also offering a \$1,000 tuition reimbursement program for the certificate Forensic Mental Health program.

These two degree programs and the certificate program are offered on-line only. Concordia inquired about the possibility of having a link on the MNSCIA website for these programs; the possibility of a vendor table at the fall conference; to include their information sheet regarding this collaboration in any newsletter the association sends out.

Discussion was held regarding the collaboration. Erika reported that MNSCIA association any additional money and is easy to do. It was learned that Concordia is a vendor at the other law enforcement conferences including Minnesota Chiefs Conference and pays a fee for this opportunity.

Mr. Weinkauf reported that if the board approves the collaboration, two signed agreement documents will need to be submitted to Concordia.

- SPRING CONFERENCE UPDATE

Erika reported that 49 people have signed up to attend the course, this is number does not include board members. The training is limited to 100, however Jeff Pfaff advised that the room can hold up to 300.

Discussion was held regarding refreshments. It was decided to offer water only as a beverage and cookies only for afternoon breaks. Jeff Pfaff reported that the city of Burnsville will be supplying coffee for the training. Jeff Pfaff agreed to pick these items up ahead of time.

Erika advised that past practice the Business Manager does not attend the spring conference, so she will not be in attendance. She will send all necessary supplies and documents for the training with Matt Toronto.

Approximately 7 board members agreed to assist with the spring training. These board members gave their names to Erika so that they could be added to the head count for food.

- Fall Conference Update

Discussion was held regarding vendor tables. Grandview Lodge advised the tables/booth set up would cost \$20 to the association and that the vendor area would be in the room where the food set up has been in the past. The food would now be set up in the conference lobby area.

Frank Kohl advised that he recently participated in a webinar presented by Russell Strand on the topic of Forensic Experiential Trauma Interviews. This is a technique successfully used in the military when interviewing victims of sexual assault. Frank reported that this was an excellent training and suggested we pursue it for the fall conference. Karl Dorr also reported that he participated in this webinar and thought it was excellent training as well. Frank advised that the webinar was 1.5 hours, however the training could be expanded to as much as 8 hours. Frank will send the power point to Dan for review.

Leigh Wright announced to the board that she is not going to run for association President again and that she is retiring from law enforcement in May.

Discussion was held regarding the fall conference planning committee. It has always been the responsibility of Leigh Wright and Dan Raden, however now with Leigh's retirement it would be on Dan. The association pays for the conference and lodging fees for those who contact and coordinate presenters for the fall conference. It was decided to return to more of conference planning committee to allow for transitional training so that others are familiar with the process of identifying, contacting, arranging, coordinating and paying presenters for the conference. Sherry Bush and Michael Eberlein offered to work with Dan Raden for the fall conference.

- Matt Toronto reported that he received a request for the association's tax ID number for the purposes of a 1099 from Minnesota Management & Budgets as well as letters from law enforcement agencies advising that they are tax exempt status. Discussion was held, it was noted that the association does not charge tax for spring or fall trainings.

Jeff Schoeberl reported that past Treasurer Luke Hanegraaf had checked into tax ID number this in the past and it was determined that as long as the association's general balance remained below \$25,000 they did not need to file any documentation with the IRS.

Frank Kohl reported that he belongs to a tax exempt organization in Albert Lea and they were contacted by the IRS, and subsequently fined for errors regarding their tax exempt status.

Jeff Schoeberl stated he would check with past Treasurer Paul Sommer to learn additional information on this issue.

Matt Toronto will check with Minnesota Management & Budgets to determine what they are specifically requesting.

- Erika Weymann advised that the next meeting is in Bloomington on May 27th.

Motion made by Frank Kohl to adjourn, second by Sherry Bush, motion approved.

Meeting adjourned 1150 hours.