

MNSCIA  
Meeting Minutes and Members in Attendance  
February 26, 2013  
Submitted by Erika Weymann

Erika Weymann, DHS  
Matt Toronto, St. Paul PD  
Kevin Randolph, U of M PD  
Thomas Strusinski, Anoka County SO  
Jeff Schoeberl, Anoka County SO  
Michael Eberlein, West St. Paul PD  
Karl Dorr, Ramsey County SO  
Mike Martin, Minneapolis PD  
Dan Raden, MN DOC  
Mark Sundgren, Farmington PD  
Leigh Wright, Duluth PD  
AnnMarie O'Neill, Business Manager  
Jeff Pfaff, Burnsville PD  
Lisa Lovering, Isanti County SO

- I. Meeting called to order by Leigh Wright at 1107 hours.
  - Introduction by attendees
  
- II. Review of November minutes
  - Motion by Jeff Schoeberl to accept minutes, second by Michael Eberlein, motion approved.
  
- III. Treasure's Report
  - AnnMarie O'Neill deposited money into account
  - The Treasure's Report consists of transactions from November 26, 2012 to February 26, 2013
  - As of June 2012, the account balance was \$10,500 and today the balance is \$8,991.80
  - Jeff Pfaff is the only signer on the account as of today.
  - Discussion who should be added: thoughts included AnnMarie O'Neill and Leigh Wright; however, decided that AnnMarie O'Neill is not a board member and due to auditing concerns, AnnMarie O'Neill would not be added to the account. AnnMarie O'Neill could continue making deposits to the account. Decided that Leigh Wright would not be added as she is in Duluth and no bank branch in Duluth. Matt Toronto added to the account as he is a board member and there is a bank branch in St. Paul.
  - No questions regarding the financial report

- Motion by Dan Raden to accept treasurer's financial report, second by Lisa Lovering, motion approved.

#### IV. Business Manager's Report

- Expenses include \$50 per month website fee for December, January and February. This website fee includes registration for conferences, blast emails, and electronic notes/minutes/finances (behind the scenes).
- Handcuff key was left at fall conference, mailed to Albert Lea for \$2.07.
- AnnMarie O'Neill's time processing invoices from conference include \$152.07 (expenses payable to Citibank Visa) and \$200 (payable to AnnMarie O'Neill)
- Motion by Michael Eberlein to accept business manager's report, second by Jeff Schoeberl, motion approved.

#### V. Old Business

- Two outstanding invoices from fall conference for \$180 each. These include Minneapolis Police Department and Beltrami County Sheriff's Office. Five requests have been submitted since October 2012.
- AnnMarie O'Neill's take away from the last meeting was to contact the POST Board regarding the sign in sheet from the fall conference. The opinion from the POST Board was not to give out the list and if the list was given, then all others and their information on the list would need to be redacted.
- Motion by Dan Raden to accept old business, second by Jeff Schoeberl, motion approved.

#### VI. New Business

- Copy of Calendar of events for MNSCIA meetings and conferences included in handouts
- May meeting will be held at the Mayo Clinic at the Child and Family Advocacy Center at 2720 N Broadway, Rochester, MN.
- Leigh Wright received a call from Pat Robinson requesting a copy of the 2008 Fall Conference agenda. Pat Robinson is a private investigator. Originally he contacted AnnMarie O'Neill and she advised that he should contact the POST Board to request the necessary information. He was told that the POST Board did not maintain the 2008 Fall Conference agenda. Leigh Wright asked why Pat Robinson needed the agenda and he stated that his client needs it and would not disclose any other information.
- Discussion led by Jeff Schoeberl stating that unless Pat Robinson discloses why the information is needed, the MNSCIA board is not obligated to provide the information. Who do we think the client is? Possible suspect or victim?
- Erika Weymann has a copy of the 2008 Fall Conference agenda and will forward it to AnnMarie O'Neill.
- AnnMarie O'Neill started the discussion regarding the 2013 Spring Conference location. The 2012 Spring Conference consisted of 21 attendees

from the North, 41 from the Metro and 13 from Southern Minnesota. These numbers also include the speakers. Beth Eilers provided information to AnnMarie O'Neill prior to today's meeting that if the 2013 Spring Conference is held in Mankato area, the St. Peter Community Center is a possibility. This facility holds 50 and costs \$200; however, the chief may be able to get the fee waived. Michael Eberlein is still in communication with Target Corporation as a viable option. The BCA facility is good; however, always an issue with parking. This year it appears there is a package deal in regards to catering and registration. Jeff Schoeberl stated that Anoka County is available April 24 and 25, but the maximum parking capacity is 60. Matt Toronto will also look into options in St. Paul. Leigh Wright stated that she is training April 23-25 and requested to have the spring conference on another date. Jeff Pfaff suggested that Plymouth has a Community Center that may be an option for hosting. Agreement that it will be hosted at a metro location, date to be determined based on availability.

- Leigh Wright led the discussion regarding the agenda. She will contact Mike Schiltz; Lisa Lovering will contact Luke Hanegraaf; Erika Weymann will contact Katie Meiers; AnnMarie O'Neill will contact C. Ryan Tennison; Mike Martin will work with Nancy Dunlap in contacting Patricia Francisco; Dan Raden will contact Kaajal Patel, Shane Magnuson and Jim Liberty.
- AnnMarie O'Neill discussed a host agency is needed in order to make copies of the materials for the conference. Erika Weymann suggested that no copies be made and we use the thumb drives from the 2012 Fall Conference.
- Leigh Wright requested that the conference be held on Monday, April 22. The board was not favorable for a Monday conference.
- Date determined for 2013 Spring Conference Monday, April 22. Location to be determined.
- It was determined that all information regarding possible locations to be submitted to AnnMarie O'Neill within one week (solidify by March 5) and then AnnMarie O'Neill will send all viable options to the Executive Board to make the decision.
- Leigh Wright led a discussion regarding any other ideas for possible speakers or as back up options. Lisa Lovering stated that she could do Luke Hanegraaf's presentation if he is not available. Dan Raden mentioned that sex trafficking is a hot topic; however, is that too in depth for this one day basic training. Kevin Randolph suggested a speaker regarding victim advocacy and police. This is a common topic that his agency deals with. Often find that a victim wants to report the incident; however, not necessarily press charges. May be a good topic for new patrol with advocate in on interview. Dan Raden suggested that this may also be too specialized for a basic training (not all agencies require or allow advocate in the interview). Lisa Lovering suggested this could be a back-up if Patricia Francisco is not available. Dan Raden suggested that C. Ryan Tennison or Shaun Floerke (St. Louis County

Assistant Chief Judge) could discuss how to testify in these cases. Option is to discard the DNA project portion and have the testifying information in place of it.

- Discussion regarding the speakers receiving \$50 gift card.
- Motion by Michael Eberlein to continue with \$50 gift card for speaker, second by Jeff Schoeberl, motion approved.
- Jeff Pfaff asked how many POST credits received. AnnMarie O'Neill stated 7 POST credits for the Spring Conference. AnnMarie O'Neill discussed that MNSCIA did not break even last year with a \$30 registration fee. Discussion that MNSCIA does not provide lunch and that each participant is on their own. Thoughts included that if lunch is on own, then we may lose participants in the afternoon. Discussion continued to raise the registration fee for 2013 Spring Conference to \$50.
- Motion by Dan Raden to accept \$50 registration fee, second by Jeff Pfaff, motion approved.
- AnnMarie O'Neill also noted that the agenda is good through May 2015.
- 2013 Fall Conference discussion led by AnnMarie O'Neill. The conference will be held October 2-4 at Grandview. AnnMarie O'Neill has received flyers in the PO Box (these flyers are included in the materials). Dan Raden stated that he is working on getting the investigators for the Sandusky case. Dan Raden reminded everyone to be looking for ideas for local cases as well. The focus for the fall conference will continue after the spring conference is completed.

#### VII. Other Agenda Items

- As of June 30, 2013, the following board member terms expire: Beth Eilers; Chris Boom; Karl Dorr; Nancy Dunlap; Bryon Fuerst; Frank Kohl; Lisa Lovering; and Molly Lynch. These members will have to determine if they will run again or recruit for replacements.
- Nancy Dunlap is retiring March 7, 2013. Jeff Schoeberl asked if a letter of appreciation for Nancy's membership is needed. AnnMarie O'Neill will send Leigh Wright a MNSCIA notecard to be completed. In the past Nancy Dunlap had expressed that she would like to remain in the Advisory Board.
- It was also discussed that Bryon Fuerst may not be able to end his membership as he still remains the past president. He is needed in cases of a tie breaker.

#### VIII. Next Meeting

- March meeting will be held on Tuesday, March 26 from 11:00-12:30 at DHS 444 Lafayette Road N, St. Paul, MN.

#### IX. Meeting Adjourned 1225 hours