

MNSCIA
Meeting Minutes and Members in Attendance
March 29, 2011
Submitted by Beth Eilers

Present were:

- Beth Eilers, BCA
- Frank Kohl, Albert Lea PD
- Brian Podany, Anoka CO SO
- Nancy Dunlap, Minneapolis PD
- Leigh Wright, Duluth PD
- Luke Hanegraaf, BCA
- Dan Raden, DOC
- Jeff Schoeberl, Anoka CO SO
- Jeff Pfaff, Burnsville PD
- Rick Tibesar, Ramsey CO SO
- Amy Russell, NCPTC
- Sherry Bush, Rochester PD
- Bryon Fuerst, Anoka CO SO
- Shawna Curtis, West St. Paul PD
- Lisa Lovering, Isanti CO SO
- AnnMarie O'Neill, Business Manager

Meeting called to order at 11:11 hours by Leigh Wright

Introductions of those present

- Members reviewed minutes from September, November, January.
- Motion by Jeff Pfaff to accept September minutes, Rick Tibesar second, members approved.
- Motion by Rick Tibesar to accept November minutes, Bryan Fuerst second, members approved.
- Shawna Curtis requested that the January minutes be corrected to show her attendance at the meeting.
- Motion by Bryan Fuerst to accept January minutes, Rick Tibesar second, members approved.

Treasurer's Report

- Most of conference fees have been collected. Expenses, returned check from Goodhue County. Discussion was held on where to have taxes done, will check with Paul Summer to see what has been past practice.
- Motion by Frank Kohl to accept Treasurer's Report, Jeff Schoeberl second, members approved.

Business Manager's Report

- AnnMarie demonstrated the new website, explained board member's password is their position on the board. Site allows for online registration for classes and membership, uploading of photos from conference. Site also allows for mass email to members. Cost is \$25/month for site, old site was approximately \$15/month. February and March are paid for. AnnMarie advised that 1 year is paid for in advance there is a 10% discount, cost would be \$270.00.
- AnnMarie advised there is need to re-new the domain name, we currently use Network Solutions for this.
- Discussion on if there was a difference between .org, .gov and .net. Answer, no.
- Discussion if there was an extra cost to make part of the site secure. Answer, no.
- Discussion was held on 3 access levels, board, membership and general public.
- Discussion held on question from Nancy Dunlap regarding a member who wants to post something on the site regarding intel sharing. AnnMarie advised sent it to her or any board member and they can then a mass email can be sent out.
- Motion by Rick Tibesar purchase web domain for a year, second by Nancy Dunlap, members approved.
- AnnMarie asked that all board members attending Spring training register on line for food count and disregard invoice email.
- Frank Kohl asked if there is a counter for how many times the MNSCIA website is accessed, AnnMarie advised yes.
- AnnMarie held discussion about board members providing photos and bio's for board for the members access only side.
- Fall Conference up-date:
- All most done collecting invoices, 1080 were collected, only outstanding invoice is for Laura Kvasnicka.
- Rick Tibesar brought up discussion regarding treasurer's report on the on website, advised that he felt this should remain a board only accessible report.

Spring Training Update:

- Leigh Wright will do welcome. Due to starting new job, Luke is unable to patrol response, Jeff and Bryan advised they would come up with someone, Shawna Curtis offered to do this presentation, offer accepted. Mike Schultz, child

advocacy is confirmed, Erick Weyman is confirmed, Corey Tennison is confirmed, Patty Francisco is confirmed.

- Dan Raden stated that possibly extend Patty Francisco or Steve LaBatt for evidence collection. Nancy Dunlap advised that Steve LaBatt is best for new investigators. Dan advised evidence collection and DNA basic, Dan will contact Steve. If Steve is unable to do presentation Beth will contact a BCA scientist.
- AnnMarie advised that Thief River Falls asked if the video conference could be extended to their site. Discussion was held, POST Board requires a board member to be on site or have a training officer or other third party sign off on roster and how would board handle cost and food delivery. Beth checked on the possibility of even the ability to this and learned that it is not possible.
- Beth Eilers introduced Tina Jones from the training section at BCA, she will be contact for board members at BCA for one day training.
- AnnMarie advised that POST needs materials in advance.
- AnnMarie advised that catering for training day is going to be Green Mill in Brainerd and St. Paul, \$7.99 one meat tacos, \$8.99 two meat tacos. Pasta Bar or Taco Bar. It was decided two meat taco bar. AnnMarie to pick up pop and water at Sam's Club bringing all to BCA for St. Paul and Brainerd ahead of time, Beth to coordinate.
- Discussion of handouts and that Leigh should discuss the nomination forms for investigator and agency of the year for the awards at Fall conference.
- AnnMarie asked if she should be at training all day or half the day. Leigh Wright advised half day.
- Discussion was held on membership, \$20 for October to September, Spring conference or keep it with the Fall conference. Leigh Wright suggested keeping membership cycle with the Fall conference so all are no same time frame. Dan Raden brought up suggestion that keeping membership with Fall conference raises the cost and perhaps potential members wait to see what the topics are for the conference and if they don't like them they don't attend and therefore don't join.
- Decision made that AnnMarie will mention that \$20 membership will take them to September 2011.
- Ann Marie advised April board meeting will be a conference call for her as she has other work obligations.

- Motion by Rick Schoeberl to accept the business manger's report, second by Dan Raden, members approved.
- Leigh Wright inquired if there was new business, none presented.
- Leigh Wright inquired if there was old business, none presented.
- Motion to adjourn by Dan Raden, second by Jeff Schoeberl.
- Meeting adjourned at approximately 12:19 hours.