

Virginia Chapter APCO Board Meeting
Agenda
February 3, 2014



Attendees: Athena Plummer, President Nicki Tidey, Acting Pres. Elect Kathy Richardson, Acting Vice President
Carol Adams, Treasurer Cyndi Bird ShROUT, Secretary Micah Meadows, Director-at-Large
Julie McKercher, Director-at-Large Jim Junkins, Director-at-Large Bill Agee, Executive Council Member
Richard Troshak, Past President

1. Call to order – 1800 hours
 - a. Welcome from President: President Plummer welcomed the board and those in new positions. Due to the departure of Greg Staylor, Nicki Tidey automatically moved into the positions of Acting President Elect. Kathy Richardson was selected by a unanimous vote of the board to move from Director-at-Large to the position of Acting Vice President. Jo Anne Munroe, City of Alexandria was voted in for the vacant Director-at-Large position.
 - b. Goals for 2014: Increasing the membership of the Chapter. Discussion was held on whether or not using the group membership provided any advantage. Bill Agee stated that Virginia has one of the largest memberships. It was also noted that a chairperson for the Membership Committee needed to be identified moving forward.
2. Approval of the Minutes: Deferred to a future meeting
3. Treasurer Report: The chapter currently has \$131,469.70 fund balance. This includes two CDs and a balance in the Sunshine fund of \$1985.00.
4. Committee Reports
 - a. Nominating Committee: Bill Agee, Julie McKercher and Rich Troshak. No report
 - b. Membership: Niki Tidey is working on getting Twitter and Facebook accounts set up and other technology uses to better reach our membership
 - c. Legislative: Steve Souder and Carol Adams. No report
 - d. Training: Niki Tidey. Niki indicated she is seeking additional interest in this area and will be reaching out to several people to see what their interest would be. It was also discussed that the board needs to set roles and guidelines in this area.
 - e. Awards: Kathy Richardson. Nomination deadline for the 2014 Awards Ceremony are March 7, 2014. Please encourage all agencies to actively submit nominations. There are only 3 submissions at this time but that will increase as we grow closer to the deadline. Kathy is also looking for interest in being the chair of the Awards committee.
 - f. Commercial Advisory: Joe Gately. No report
 - g. Conference: Rich Troshak and Bill Agee. We need to begin reaching out for sponsors. Cyndi Bird ShROUT and Athena Plummer will begin this process. Pre-conference schedule has been set.

Fliers will be handed out at the Winter Summit reminding everyone to come to the conferences. Call for papers are slim but they will usually come in later in the year. A discussion on the Wednesday night dinner (i.e., should it be a formal dinner, should we still have it, should it be a heavy hors d'oeuvres and the selected function, etc.) A discussion amongst the board indicated that most were in favor of the heavy hors d'oeuvres style. Bill Agee indicated that we also need to pin down the actual costs (i.e. line item costs) of the conference so that we have a better accounting of the expenditures. As a reminder the grant monies provided to the agencies can be used for food reimbursements now.

- h. Historical: Butch Johnstone. No report
- i. Emerging Technologies: Micah Meadows. No report
- j. TERT: Julie McKercher. Currently we have about 1 or 2 individual each year applies to participate in TERT throughout the state. She is asking the chapter to dedicate funds toward training efforts. A meeting with the TERT team will be held in the near future. The ideas discussed were to make changes to the existing TERT program and to focus more on a regional approach (Jim Junkins model). In 2015 a pre-conference course was suggested.
- k. VA ProCHRT Taskforce: Carol Adams

5. Old Business

- a. Meeting schedule for 2014 – nothing firm was established
- b. Senior Member Status – Approved at the board level and will be moved to international for consideration.

6. New Business

- a. 2014 Events requiring board presence
 - i. 9-1-1 Goes to Washington – Athena Plummer
 - ii. APCO Leadership Dinner – Julie McKercher, Bill Agee, Jim Junkins
 - iii. Broadband Summit – Julie McKercher
- b. Legislation on the LODD information and impacts
 - i. Reach out to Ed Rhodes (Lobbyist) regarding the bill and the impacts to the localities
- c. Leadership Teleconference
 - i. February 6, 2014 – Athena Plummer, Kathy Richardson, Niki Tidey and Cyndi Bird ShROUT to participate in the webinar
- d. Life Member Applications
 - i. Carol Adams is eligible for Life Member in September 2014

7. Roundtable

- a. Bill Agee requested a standing committee be established for the Internal Awards. With Rich's assistance he indicated that we needed to build the process for this. Niki offered to research ideas on how to create the criteria for the standing committee.
- b. Bill Agee suggested that we needed to have a handbook outlining the committees and expectations of each. It was suggested to research International to see what they already have that may be applicable.

8. Meeting was adjourned at 2100 hours