

**Executive Council Mid-Year Meeting Minutes  
Hyatt Regency Jacksonville Riverfront  
Terrace Pavilion 1  
Jacksonville, Florida**

**Sunday, February 11, 2007**

**MINUTES**

1) **Convene** – The formal session of the Executive Council convened at 1:55 p.m.

a. **Roll Call:** APCO Staff called the Executive Council roll.

b. **Announcements:** No announcements at this time.

The following items were added under “**Item #12 – Other Business**”:

**12a. BAPCO Affiliation Agreement**

**12b. APCO Australasia Affiliation Agreement**

**12c. CALEA Presentation**

**12d. MAAP Update**

**12e. Presentation by the Pennsylvania Chapter – Heritage Foundation**

c. **Approval of the Agenda:** Nancy Pollock of the Minnesota Chapter ***motioned*** to approve the agenda as presented. Past President Vincent Stile ***seconded*** the motion.

A verbal vote was taken with no opposition and the motion ***carried***.

2) **Approval of the 2006 Executive Council Annual Meeting Minutes:**

Jay Groce of the Pennsylvania Chapter ***motioned*** to approve the 2006 Executive Council Annual Meeting Minutes. Fred Thompson of the North Carolina Chapter ***seconded*** the motion.

**Discussion:**

- In the 2006 Annual Meeting Minutes, Jay Maritz of the Wisconsin Chapter incorrectly had his name shown as being the representative from the Wyoming Chapter; this will be corrected to reflect “Jay Maritz of the Wisconsin Chapter”.

A verbal vote was taken with no opposition and the motion ***carried***.

3) **Modified Association Business Plan:**

Lynne Feller of the Ohio Chapter ***motioned*** to approve the Modified Association Business Plan as presented. RoxAnn Brown of the Tennessee Chapter ***seconded*** the motion.

A verbal vote was taken with no opposition and the motion ***carried***.

4) **FY 2007-2008 Budget:**

President Wanda McCarley turned the floor over to President Elect Willis Carter to moderate. President Elect Willis Carter then gave the floor to Executive Director George Rice who made the following comments:

- Executive Director George Rice brought the Executive Council's attention to the Engineer's Technical Service position in the Comm Center and 9-1-1 Services department. This position was previously discussed during the Saturday informal session of the Council meeting. A document was distributed to the Council with information regarding this position; it is in the department's budget and is funded. The work is affected by the two individuals listed on the document; those two individuals in effect make up the position. With regards to the budget in terms of supporting how the set up exists, there is an outsource and consulting services line in the department's budget of \$106K. This is to cover the position and is in the budget; this is not covered by other dollars, it is in the Comm Center and 9-1-1 Services department budget.

President Elect Willis Carter asked for a motion from the floor to approve the budget.

Richard Granado of the CPRA Chapter ***motioned*** to the FY 2007 – 2008 Budget as presented. Tom Sorley of the Florida Chapter ***seconded*** the motion.

#### **Discussion:**

- Past President Greg Ballentine stated that on page 11 in the Consolidated Financial Statements there is a reference to a \$46K proxy tax on lobbying activities that he does not believe APCO has been subject to before. Is this a recurring expense, and if so, he could not find this in the 2008 Budget. Chief Financial Officer Tim Ryan stated that this was currently under investigation. In the current fiscal year for last year's activities APCO reached a threshold point of activities in its Washington Office that was identified by the auditor as potentially creating a proxy tax for lobbying efforts. Executive Director Rice has initiated legal work to reevaluate that activity to whether it truly meets the definition of lobbying. The next thing would be to do is to notify the members that a certain portion of their dues go to lobbying efforts; however, that determination has not yet been made.
- Nancy Pollock of the Minnesota Chapter stated that a number of the question raised yesterday caused the Board to spend additional time working on those questions with the Executive Office Staff. She appreciates the time and effort that was spent to alleviate concerns and to make assurances that the issues that were raised were properly addressed; she appreciates it, and says, "thank you" to Executive Director Rice, Chief Financial Officer Ryan, the Board of Officers and Staff.
- Tom Sorley of the Florida Chapter stated as a direction to the Council that the Council should be more focused on results and what it is that the Council is asking Staff to accomplish and be less focused on how Staff does it. If the Council is willing to do that, there would be a step up in accountability. From his perspective that is a much better way of doing business; sometimes the Council focuses on elements instead of deliveries.
- Larry Sheridan of the Wyoming Chapter inquired if APCO were to be liable for the \$46K proxy tax, should the Council vote to amend the budget now in this meeting, or handle it

by 30-Day Significant Action at a later date? Executive Director George Rice answered that he preferred to let APCO's legal counsel finish the examination of APCO's liability to see if APCO is exposed. If the need arises, Staff will come to the Council for action.

- Past President Greg Ballentine inquired if the projected revenue from the dues increase is included in the 2008 Budget, or will the Council need to amend the budget after it approves it? Executive Director George Rice stated that it is included.
- Past President Greg Ballentine asked if by approving the 2008 Budget the Council is approving the dues increase. Chief Financial Officer Tim Ryan stated after clarification from Member Service Director Susan Stowell Corder that it does not include the dues increase; it includes existing dues only.

A verbal vote was taken with no opposition and the motion **carried**.

President Elect Willis Carter turned to floor over to President Wanda McCarley to moderate.

## 5) Financial Audit

Lloyd Fayling of the Michigan Chapter **motioned** to accept the Auditor's Report as presented. RoxAnn Brown of the Tennessee Chapter **seconded** the motion.

A verbal vote was taken with no opposition and the motion **carried**.

## 6) Financial Report

RoxAnn Brown of the Tennessee Chapter **motioned** to approve the Financial Report as presented. Terry Hall of the Virginia Chapter **seconded** the motion.

A verbal vote was taken with no opposition and the motion **carried**.

## 7) Policy Manual

### a. Creation & Revisions of Awards for Training Coordinator:

Richard Bumgarner of the Mid-Eastern Chapter **motioned** to refer the proposed policy manual amendments to the Awards Committee, then to the Constitution & Bylaws Committee for review and recommendations prior to August 2007; and to include the recommendations on the 2007 Annual August Executive Council Meeting Agenda. Robin Tieman of the Missouri Chapter **seconded** the motion.

A verbal vote was taken with no opposition and the motion **carried**.

### b. Revision of Section 6.3 – Significant Action Procedures

Fred Thompson of the South Carolina Chapter motioned to Nancy Pollock of the Minnesota Chapter

A verbal vote was taken with no opposition and the motion **carried**.

c. **Revision of Section 10.1 – Purchasing Procedure:**

RoxAnn Brown of the Tennessee Chapter ***motioned*** to approve the revision of Section 10.1 – Purchasing Procedure. Past President Vincent Stile ***seconded*** the motion.

**Discussion:**

- Tom Sorley of the Florida Chapter stated that the Council's discussions of yesterday proved that this policy is not mature enough to be approved by the Council, and should be sent back to the Constitution and Bylaws Committee, Executive Director, and is strongly advocating voting no on this policy.
- Al Marquardt of the Illinois Chapter concurred with Tom Sorley.
- RoxAnn Brown of the Tennessee Chapter inquired why the Council would do what the Florida and Illinois Chapters were suggesting when Saturday's discussion was whether 10.1 belonged in the Policy or Procedure Manual.
- Jay Maritz of the Wisconsin Chapter inquired of Executive Director George Rice if sending this policy back to the Constitution and Bylaws Committee would have a operational impact on business at Headquarters. Executive Director George Rice replied that it would be business as usual; Staff is operating under those procedures now.

A verbal vote was taken with full opposition, and the motion ***failed***.

- Tom Sorley of the Florida Chapter motioned to direct the Constitution and Bylaws Committee to work with the Executive Director and Chief Financial Officer to review section 10.1 – Purchasing Procedure of the Policy Manual and make appropriate changes. Brenda Gowdy of the Mississippi seconded the motion.

A verbal vote was taken with no opposition and the motion carried.

- Larry Sheridan of the Wyoming Chapter asked Tom Sorley of the Florida Chapter if he wanted to put a deadline on when the changes should be completed; Tom Sorley replied that he would did not.

The Executive Council referred Section 10.1 – Purchasing Procedure back to the Constitution and Bylaws Committee.

**8) Minimum Training Standards for Public Safety Communications Training Officer:**

Pat Hall of the Alabama Chapter ***motioned*** to approve the Minimum Training Standards for Public Safety Communications Training as recommended by the Call Center Standards Committee. Julie Righter seconded the ***motion***.

A verbal vote was taken with no opposition and the motion ***carried***.

**9) 2014 Annual Conference & Exhibition Site Selection:**

The Council voted by ballot on this item. Following were the results:

<b>New Orleans, LA</b>	<b>29</b>
San Antonio, TX	<b>10</b>
Gaylord Texan, TX	<b>09</b>

**The site of the 2014 Annual Conference and Exhibition will be New Orleans, Louisiana.**

#### **10) Annual Membership Dues Increase:**

RoxAnn Brown of the Tennessee Chapter ***motioned*** to approve the annual membership dues increase as presented. Larry Sheridan of the Wyoming Chapter seconded the ***motion***.

#### **Discussion:**

- Nancy Pollock of the Minnesota Chapter inquired if this motion passed would APCO see an amended budget? Chief Financial Officer Tim Ryan answered no; his recommendation would be not to do a budget recommendation at this time for two reasons: 1) the budget is based on actual membership growth and 2) it won't be effective until half way through the fiscal year; it is allocated month by month, and will have a relatively minimal impact on the budget.
- Past President Glen Nash stated that since this dues increase is a cost of living and is based on the CPI change, it does not have to go to the Annual Quorum for approval; the Council has authority to do that at this meeting, and if approved it would become effective in January – there would be no other vote on this issue.
- Second Vice President Richard Mirgon inquired what dues rate would be given to new members between now and January. Member Services Director Susan Stowell Corder replied that any new members between now and January would be under the existing 2007 rate.
- Terry Hall of the Virginia Chapter asked what kind of impact this had with the dues increases with local governments billing cycles of July 1<sup>st</sup> to July 1<sup>st</sup>? Member Services Director Susan Stowell Corder stated that membership doesn't end until December 31<sup>st</sup> and the dues increase doesn't go into effect until the next month in January.
- Past President Greg Ballentine stated that he has issues with the Council taking formal action that will affect projected revenue but saying the Council is not going to worry about putting that in the budget. If it is a formal action that has an impact on projected revenue it seems there should be a formal reprojecting of revenue and then a decrease in the amount of deficit APCO is projecting for next year.

Past President Greg Ballentine then motioned to amend the approval of this item to also direct the Executive Director to amend the budget as appropriate to reproject revenue. Nancy Pollock of the Minnesota Chapter ***seconded*** the motion.

- Lloyd Fayling of the Michigan Chapter asked if based upon what Past President Glen Nash said can this Council continuously increase dues during their winter meeting and

the general membership never have a vote? The answer was that is the way the Bylaws read.

- Tom Sorley of the Florida Chapter inquired of Chief Financial Officer Tim Ryan and Member Services Susan Stowell Corder how much money relates to this increase, and would be impacting the budget. The answer is \$12K.
- Terry Hall of the Virginia Chapter clarification Council is allowed to do a CPI for the dues; if the Council passes up the CPI this year, next year the only thing the Council can do is CPI, not both combined. If the Council did anything else it would have to go before the membership.
- Jay Groce of the Pennsylvania Chapter stated that in conjunction with what Terry Hall of the Virginia Chapter said, he is not sure it is in the Council's best interest to reflect a dues increase every year that the Council has a meeting. Preferably from Pennsylvania he would like to wait to next year to raise dues, then take it before the Quorum for their approval, and then the next time we need to raise dues we can do it based on the CPI.
- Mark Buchholz of the Oregon Chapter asked for clarification on the six month projection. If dues are paid at the new rate in January and February, is that money held for six months and not shown for six months until the new fiscal year? Chief Financial Officer Tim Ryan stated that the funds are held and prorated each month until the new fiscal year, and that is the appropriate way to do it.
- Woody Glover of the Louisiana is prepared to vote against this amendment; for a 3% variance he does not think the amendment is necessary.
- Bill Keller of the Texas Chapter is opposed to the dues increased; he understands that a lot of agencies pay for memberships, but more and more members are paying for their memberships out of their pockets. He is thinking of the line telecommunicator taking an extra few bucks out of their pocket just to get the magazine, or the single mom that is working the midnight shift, and he doesn't feel good about going back home and saying "I'm increasing your dues".
- RoxAnn Brown of the Tennessee Chapter is in favor of the increase, stating that the increase covers the cost of utilities at Headquarters, etc., further stating that to do it a dollar or two a year prevents large dues increases.
- Jay Maritz of the Wisconsin Chapter stated he is going to vote to approve the dues increase for the main reason that APCO has many programs in progress at this time, and this would help that members get more benefits for their dues. Jay Maritz also stated that he does not approve of large increases in dues such as the one NENA just gave its members.
- Nancy Pollock of the Minnesota Chapter reminded the Chair of the Meeting that the Council was supposed to be discussing the amendment, and questioned Chief Financial Officer would the Council not see revised revenue estimates? Chief Financial Officer Tim Ryan stated that yes; a revised budget would be presented to the Council.

- Past President Greg Ballentine stated that he feels the Council has spent more time talking about it than its worth; not to contradict what Woody Glover of Louisiana Chapter said, it is a \$840K item calculated on the basis of an amount. The Council is taking formal action to change the basis of which that \$840K item is calculated on and he believes good accounting principles would indicate that before a budget goes into effect if you change the basis of an \$840K item then you amend the budget to reflect that change. It is good business practice when one changes the basis of an \$840K item that one reflects that change in their projections in next year's budget.
- Dave Saffel of the West Virginia Chapter stated that during yesterday's meeting he commented on the fact that Executive Director George Rice proposed a slightly unbalanced budget, and even before the Executive Council is out of Jacksonville we have already seen a positive change in the deficit. He is willing to leave the budget at a slight deficit, and is interested to see what happens during the year under Executive Director Rice's guidance.

A verbal vote was taken with full opposition and the amendment ***failed***.

- Tom Sorley of the Florida Chapter stated that it is good to remind ourselves where our dues rank compared to other Associations that we deal with, and that our dues are much lower. He personally feels this is not going to impact our members much at all, and feels it is appropriate to adjust for cost of living increases.
- Lynne Feller of the Ohio Chapter stated that the amount the Council is voting on is equal to one cup of coffee a year.
- Second Vice President Richard Mirgon stated he understands everyone's concerns, but wanted to remind everyone of a very heated and contentious Executive Council meeting where there was a substantial dues increase of \$10-15 that the Council took to the Membership; the Council agreed that they couldn't do a large increase like that again, and that in the future they would do small increases, such as CPI.
- Matt Stillwell of the Oklahoma Chapter stated that he remembers the issue and the action the Council took as an outsider; he recommends that the Council move forward and do what is right and not put itself in a position to be criticized in the future.

A vote was taken by show of hands, with the majority of votes being affirmative and the motion ***carried***.

#### 11) **Non-substantive Change to the Bylaws**

Larry Sheridan of the Wyoming Chapter ***motioned*** to ratify the non-substantive change to the Bylaws Article IV, Section 2.4. John Kyler of the Colorado Chapter ***seconded*** the motion.

A verbal vote was taken with no opposition and the motion ***carried***.

#### 12) **Other Business**

- a. **BAPCO Affiliation Agreement:** Jay Maritz of the Wisconsin Chapter ***motioned*** to terminate the BAPCO Affiliation Agreement in lieu of the signing of the Global Alliance Agreement. Matt Stillwell of the Oklahoma Chapter ***seconded*** the motion.

A verbal vote was taken with no opposition and the motion ***carried***.

- b. **APCO Australasia Affiliation Agreement:** Terry Hall of the Virginia Chapter ***motioned*** to terminate the APCO Australasia Affiliation Agreement in lieu of the signing of the Global Alliance Agreement. Richard Granado of the CPRA Chapter ***seconded*** the motion.

A verbal vote was taken with no opposition and the motion ***carried***.

- c. **CALEA Video Presentation:** Julie Righter of the Nebraska Chapter showed a CALEA Video to the Council at this time. President Wanda McCarley thanked Julie Righter for the presentation.

- d. **MAAP:** Bob Smith, Comm Center and 9-1-1 Services Director provided a brief MAAP update to the Council.

- Don Whitney of the Commercial Advisory Committee requested Comm Center and 9-1-1 Services Director Bob Smith's attendance at the upcoming CAC meeting in Orlando, FL.
- Larry Sheridan of the Wyoming Chapter inquired how many MAAP reviews have been done to which the answer is six to eight in the last three years.
- Matt Stillwell of the Oklahoma Chapter inquired if there was something in the marketing plan to revitalize the MAAP program. Bob Smith, Comm Center and 9-1-1 Services Director stated that a new revitalized plan was in place and would kick off in the next 180 days.

- e. **Heritage Foundation Presentation:** Jay Groce of the Pennsylvania Chapter presented to Dave Swan of the Heritage Foundation a \$1400 check. The Pennsylvania Chapter has decided to establish a memorial donation policy for deceased members, of which he has a list. Dave Swan stated that on behalf of the Heritage Foundation he is proud to accept the donation, and encouraged each Chapter to have a Chapter Historian, and to support that Chapter Historian with whatever assistance they need, making sure local heritage is preserved.

- f. Executive Director George Rice presented the 2007 Winter Summit current registration numbers to the Executive Council.

- g. Information was given for the shuttle to Orlando for the Winter Summit; it is leaving at 4:00 p.m. from the Newman Street exit.

- h. Nancy Pollock of the Minnesota Chapter requested that letters be sent to all absent Executive Council members, including the Chapters represented by proxy.

- i. Peggy Fouts of the Washington Chapter thanked Staff for the planning of the Executive Council Mid-Year meeting.



**13) Adjourn:**

Lloyd Fayling of the Michigan Chapter motioned to adjourn the 2007 Mid-Year Executive Council Meeting. Don Kottlowski of the Indiana Chapter seconded the motion. A verbal vote was taken and the motion carried. The Executive Council meeting adjourned at 3:30 p.m.

**EXECUTIVE COUNCIL MID-YEAR MEETING**

**ROLL CALL  
JACKSONVILLE, FLORIDA  
SUNDAY, FEBRUARY 11, 2007**

CHAPTER	REPRESENTED BY	PRESENT	ABSENT	PROXY
ALABAMA	Patricia Hall	X		
ALASKA	Pam Provost	X		
ARIZONA	Patsy Joy "PJ"	X		
ARKANSAS	John Gibson	X		
ATLANTIC	Peter Thomas	X		
APCO AUSTRALASIA	Des Bahr		X	
BAPCO	Tim O'Connor		X	
CPRA	Richard Granado	X		
COLORADO	John Kyler <b>NEW</b>	X		
FLORIDA	Tom Sorley	X		
GEORGIA	Ted Wynn		X	
IDAHO	Lex Rutter	X		Fred Thompson
ILLINOIS	Gregory Riddle	X		Allan Marquardt
INDIANA	Donald Kottlowski	X		
IOWA	Eric Nevins	X		
KANSAS	Mary Messamore	X		Nancy Pollock
KENTUCKY	Steve Tracy		X	
LOUISIANA	Woody Glover	X		
MICHIGAN	Lloyd Fayling	X		
MID-EASTERN	Richard Bumgarner	X		
MINNESOTA	Nancy Pollock <b>Returning</b>	X		
MISSISSIPPI	Brenda Gowdy	X		
MISSOURI	Robin Tieman	X		
MONTANA	Kimberly Burdick	X		
NEBRASKA	Julie Righter	X		
NEVADA	Brent Lee	X		
NEW MEXICO	Art Rios	X		
NORTH CAROLINA	Frank Thomason	X		
NORTH DAKOTA	Rick Hessinger	X		
NORTHERN CALIFORNIA	Brent Finster <b>Returning</b>	X		

CHAPTER	REPRESENTED BY	PRESENT	ABSENT	PROXY
OHIO	Lynne Feller	X		
OKLAHOMA	Matthew Stillwell <b>NEW</b>	X		
OREGON	Mark Buchholz	X		
PACIFIC	Melvin Morris	X		
PENNSYLVANIA	Jay Groce	X		
SOUTH CAROLINA	Fred Thompson	X		
SOUTH DAKOTA	Tom Sandvick	X		Rick Hessinger
TENNESSEE	RoxAnn Brown	X		
TEXAS	Bill Keller <b>NEW</b>	X		
UTAH	GiGi Smith	X		
VIRGINIA	Terry Hall <b>NEW</b>	X		
WASHINGTON	Peggy Fouts	X		
WEST VIRGINIA	David Saffel	X		
WISCONSIN	Jay Maritz	X		
WYOMING	Larry Sheridan	X		
COMMERCIAL ADVISORY COMMITTEE	Don Whitney	X		
<b>BOARD OF OFFICERS</b>				
PRESIDENT	Wanda McCarley	X		
PRESIDENT ELECT	Willis Carter	X		
FIRST VICE PRESIDENT	Chris Fischer	X		
SECOND VICE PRESIDENT	Richard Mirgon	X		
INTERNATIONAL VICE PRESIDENT	Manfred Blaha	X		
<b>PAST PRESIDENTS</b>				
PAST PRESIDENT 2004-2006	Greg Ballentine	X		
PAST PRESIDENT 2003-2004	Vincent Stile	X		
<b>EX-OFFICIO</b>				
EXECUTIVE DIRECTOR	George S. Rice, Jr.	X		