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| **Florida APCO Board Meeting** **St. Petersburg Hilton** **333 First Street South****St. Petersburg FL, 33701****December 4, 2021 1700-1800** |

**Roll Call:** Vonda, Kathy, Ivorie, Brandie, James, Ricky, Michael, Jennifer, and Jenny

**Approval of Minutes:** *Approval of Minutes from Board Meeting from October. Ricky made the motion to accept the minutes as presented, Kathy seconded the motion and all voted in favor. The motion passed and the November meeting minutes are approved.*

**Board Reports:**

* Treasury Report: Brandie reported the chapter balances are $111,483.81 in the chapter account and $27,249.12 in the conference account, for a total of $138,732.93 in all accounts. The appropriate documents to file the Chapter taxes for 2020 have been submitted to the accountant. We are expiring our Go-To Meeting account. Vonda and Kathy went to the bank to attempt to add them as signers on the financial accounts and were informed that this is an action item that requires a vote of the board.

*Michael made a motion to add Vonda Jones and Katherine Liriano to the Chapter bank accounts as signers to ensure there is access to the chapter accounts if the Treasurer is not available. James seconded the motion. The board voted and all agreed. The motion passed to add the President and Vice President of the Chapter as signers on the bank accounts.*

The chapter audit of all accounts was completed with Shelby Parker serving as the non-board member witness to the process. No significant issues were raised.

* Secretary Report: Nothing to Report

 **Committee Reports:**

* ProCHRT: Nothing to Report
* Training: James reported that some members of the Training Committee are meeting to discuss the Call for Papers next week. The call for papers process should commence shortly after that meeting.
* TERT: Vonda sent the certificates, t-shirts and coins to the TERT members who were recently deployed.
* Public Affairs/Social Media/Newsletter: Michael reported the conference website is up and the link will be added once C-Vent is ready. He is working on options for the Awards program.
* Conference Planning: Jennifer reported on the work the group had accomplished during the meeting earlier in the day. A lot of work on the schedule and general planning was conducted.

*Ricky made a motion to comp one night hotel stay for out of state speakers. Jenny seconded the motion and all voted yes. Following further discussion, Ricky amended his motion to exclude vendors from this benefit. Kathy seconded the motion and all voted yes. The revised motion passed. Out of state speakers (not vendors) will be offered the benefit of one night hotel room at the host hotel comped by the chpater to support their travel to the conference.*

The board decided to offer corporate partners a discount from $695 to $600 (single booth rate) for the month of January to encourage them to commit to the Chapter early. Jenny will take care of informing the vendors of this.

Potentially we will have a Flash Day where the attendee fee is reduced from 200 to 175.

Jacqi will work on setting up the newly upgraded C-Vent program and will begin testing with the board members asap, with a goal of being ready to accept registrations January 1 for corporate partners (at least).

**Executive Council:**

Gave an update on the restriction by APCO on agencies to select a specific instructor. He stated several reasons for this and that this policy is not likely to change.

To obtain national level Awards from various regions and agencies (not the same agencies year after year) to broaden the national representation, the chapters are asked to post on their sites in late fall instead of January to encourage more nominations. We are already past this target date but will work to incorporate this timeline and support the International Awards Program at the chapter level.

Reminded everyone about the Sunshine Fund and that it is not only for APCO members but is limited to immediate family members/house-holds to receive the $500-$1000 dollars available for emergency assistance for public safety telecommunicators and those associated with our area of expertise.

**Vendor Representatives:** Nothing to report

**General Discussion:**

Vonda advised that next year we will be reviewing and revising the Policy Manual. The process will be to review and vote on a portion of the manual at each monthly board meeting. We will need to keep the By-Laws in mind for potential updates or restrictions as we work on updating the policy manual.

Vonda and Kathy met with NENA leadership to discuss future joint conferences. Both agreed that it will not be joint conference in 2022 seeing as both organizations have already signed contracts to conduct independent conferences. In 2023, it is a possibility but will require a Memorandum of Understanding to even consider a joint conference going in the future. There was general dialogue about the potential partnership and keeping the members’ best interests at the heart of any decisions considered. Kathy will research other state MOUs to see how they are organized so we have some examples to bring to the table for future collaboration.

*Ricky made a motion to add Jenny Mason to the Chapter Awards committee, Michael seconded the motion and all voted in favor. Jenny Mason was added to the Chapter Awards Committee.*

At 1811 hours Vonda made a motion to adjourn the meeting, Kathy seconded the motion and all members voted in favor. The meeting concluded.