**Date/ Time:** Tuesday October 19, 2021 at 4:00 PM (CST)

**Location:** Benton Event Center, Benton Arkansas

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| **Board of Officers** | **How Attended?** |
| Scott Ballard, President |  |
| Jeff Turner, 1st Vice President | Zoom |
| Steve Harrison, 2nd Vice President |  |
| Immediate Past President- Vacant |  |
| Kristi Key, Executive Council | Zoom |
| Carla Holcroft, Secretary |  |
| Shannon McCuin, Treasurer |  |
| Stuart Peters, Commercial Advisory Member |  |

1. **Called to Order:**
2. **Roll Call:** Secretary, Carla Holcroft
3. **Approval of 2021 Arkansas APCO Mid- Year Business Meeting Minutes from 06/22/2021 & 2021 Chapter Executive Meeting Minutes 10/07/21.**

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| **Motioned:** |  |
| **Seconded:** |  |
| **Discussion** |  |

1. **President Report:**

* Membership Count:
  + 06/22/21: 345 (Increase of 74 since February 2021)
  + 10/14/21: 355
* Arkansas APCO Executive Board Meeting 10/07/2021
* Arkansas APCO Emergency Technology Forum November 2-4, 2021
* APCO International Conference August 7-10, Anaheim, CA

1. **Agenda:**
2. **Arkansas Board Member Elections (Steve Harrison).**
3. **Regional Liaison Positions:**
   1. **Regional Liaison Positions follow ADAM’s Regions map. The open positions are NE, SE and SW. These positions need to be filled. Please see attached map.**
4. **Old Business:**
   1. **Arkansas APCO Joint Chapter Research Committee Guidelines were approved.**
      1. Over the past year, Officers of the Arkansas APCO Board have collaboratively created a Conference guide utilizing common practices and guides from other state chapters. This Chapter Guide would work to establish a memorandum of understanding with the Arkansas NENA Chapter, but can also be used independently. The Conference Guide is a working document that will likely need updating every year. However, it would provide a foundation for all future chapter conferences. The Conference Guide is nearing completion to be considered for adoption as the Official Arkansas APCO Conference Guide.
   2. **Arkansas APCO Joint Chapter Research Committee Guidelines were approved and available for any members willing to serve or Chair the committee.**
   3. **The Arkansas APCO Board has approved moving our bank account to Arvest Bank with one account being designated for the Conference and the other being used for the Chapter.**

1. **Executive Council Report: (Kristi Key)**
2. **Treasurer Report: (Shannon McCuin)**
3. **911 Board Liaison Position: Shannon McCuin**
4. **Conference Committee Update: (Scott Ballard)**
5. **Adjournment:**

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| **Motioned:** |  |
| **Seconded:** |  |
| **Opposed:** |  |

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