



AZ APCO-NENA General Members Meeting

Date | time 1/20/2023 10:00 AM | Location ADOA 1400 W Washington, 1st Flr Conf Rm

✓ Shauna Henrie, President	✓ Kim Weber, Past President
✓ Jim Frazier, Vice President	<input type="checkbox"/> Teresa Villescaz, APCO Executive Council
<input type="checkbox"/> Roy Stanifer, 2 nd Vice President	<input type="checkbox"/> Billy Coronado, Media Relations
✓ Jim Stilwell, APCO Treasurer	<input type="checkbox"/> Diane Culverhouse, CCAM
✓ Jerel Frazier, NENA Treasurer/NENA Representative	✓ Karen Sutherland, Administrative Secretary

Agenda Items

	Topic	Presenter
1	Call to Order 1009 hours	Shauna Henrie
2	Prior Meeting Minutes (Vote) Jerel motion to approve the November and January 6 meetings, Jim Frazier 2 nd . Approved unanimously.	Shauna Henrie
3	APCO Treasurer Report/Budget Review Notable expense – filing fee to IRS for 501c3. \$114k currently in account. Jim Stilwell asked for approval from the board to move funds to a savings account. Also considering purchasing Certificate of Deposit. Jim Frazier advised that this might violate 501c3 rules. Will discuss with an accountant and advise board. Jim Stilwell suggests we consider Money Minder. \$179/year. Unlimited users. Additional \$60 to link bank account. Can make payments out of this, upload documents. Jim is using a trial version for a month and will report back.	Jim Stilwell
4	Update on Liability insurance \$ 501©3 \$954 for 1 year coverage. Secura Insurance Company. \$50 for each additionally insured business. May need several for state-wide career fair in April. Will need to list Marriott for July state conference. Jerel motion to purchase the insurance. Teresa 2 nd . Motion passed unanimously.	Jim Stilwell
5	NENA Treasurer Report Nothing to report. Will go through box from previous treasurer with Jim Stilwell.	Jerel Frazier
6	Conference Committee Update	Jim Stilwell

Just officially signed contract. Will pay 20% deposit (\$12k).
Anticipated room revenue \$20k. Anticipated food/beverage \$40k.

Teresa/Shaua have begun accepting sessions. Have received more speakers than usual. Recita Billy (new supervisor for Navajo nation.) Interested in doing a session on tribal relationships. Jerel put her in touch with Teresa.

Key note: Ramsay Bergeron. Motivational speaker. Did a call for speakers for key note, resulting in more than usual interest.

Two booths sold. MCM tech and CIS CAD.

Reservation link for hotel is on website. Volunteer opportunities will begin February. Registration begins April 1st.

Manager forum scheduled for Tuesday with lunch. Schedule the manager forum for 0800 – 1700. 1600 – 1700 tour of vendor hall. Managers will not attend breakout sessions on Tuesday.

Pre-conference – Crisis Communications for Dispatch.

Dr. Richard McKeon – SAFSA. Jerel will reach out to see if he is willing to present a class.

7 Fund Raising Committee Update – Will plan a ‘pay to enter’ scavenger hunt during the conference. Once we become a 501c3 organization we will have more opportunity for vendors or other companies to donate items for silent actions or raffles. Jim Stilwell

8 Golf Tournament Update – Name “We Are 9-1-1 Golf Tournament” All
Thursday, April 6 at Papago Golf Course at 1315 hours.

\$115/pp plus food. In the past we have charged the golfers for the golf and the chapter picked up the cost of the food. Food choices barbeque, tacos, or pasta.

18 holes. Shotgun start at 1330. Lunch prior at noon. Board arrive at 1000. Will not get out until evening.

AACOP – get email list from our contact. Send thank you to chiefs after the meeting on the 27th of January. Ask for them to blast information to the chiefs with link to registration.

Look into purchasing golf balls with our logo to give to chiefs.

Jim Stilwell motioned that we authorize Jim Frazier to order golf balls for no more than \$500. Karen 2nd. Motion carried unanimously.

Co-chairs for golf outing: Jim Stilwell and Jim Frazier

Trademark We Are 9-1-1 Come Join Us. Shauna will look into requirements.

Need to get:

Sponsors

- Tee box
- Lunch
- Gifts

- 9 Professional Development Committee Update Jerel Frazier
- 10 “Courageous Conversations” training. Many managers across the state are asking for electronic versions to use for their supervisors and staff. Good feedback. Will be done quarterly.
- 11 Media Update
- Billy is creating a central repository to keep everything. Needs to find a location where people can upload videos or information. Will find a temporary location. Billy Coronado
- Sent link to recruitment website. Azapconena.org/events/we-are-9-1-1-come-join-us/. Flyer has gone to managers. Analytics will track how many people are going to the site. Need assistance with website design.
- Feedback – better organize the regions and locations.
- Website will be added. Will work with Jim Stilwell to tile the locations.
- Media_relations@azapconena.org for anything that we need to add to website.
- Recruitment social media blasts: Spotlight Tuesdays. Begin with Gilbert PD on Tuesday. Agencies and PSAPs email the media_relations email address. Every Tuesday another agency will be in the spotlight. Can send pictures or video. Brief information about their center or location. Will add link to job page and hash tag.
- Pictures and post our trip to Tucson 1/27/23. Monthly road trips to agencies. Friday Road Trips. Need to reach out to other managers and get pictures with short info.
- Board members update your bios for website. Photos will be taken at the February meeting. Order sweet treats to pass out to PSAPs in the region.
- 12 March General Membership Meeting Planning – Will be held March 24th. Looking for an indoor location where meeting can be streamed. Shauna Henrie
- 13 Career Fair Karen Sutherland/Kim Weber
- AACOP meeting 1/27. Information in media relations section for promoting agencies and career fair. Attending Tucson after AACOP Meeting: Kim, Teresa, Shauna, Jerel, Roy, Karen.
- 14.
- Motion to adjourn by Karen. 2nd Jerel. Meeting adjourned at 1:13 p.m.

Other Information

1. Western Regional Conference 2026 bid – discussion regarding bidding after Utah cancelled the conference this year. Shauna will put bid in this week to the conference board.

2. Need to find a way to measure our success of We Are 9-1-1 career fair. Jim Stilwell to look into feasibility of using the app to track how many applied after attending one of the fair locations, how many were hired, and how many passed training successfully.
3. General Meetings:
 - a. March 24 1000 – 1400
 - b. July 13 1345 – 1445 AZ State Conference
 - c. September 15 1000 – 1400 Goldwater Lake, Prescott
 - d. December 8 1000 – 1400 TBD
4. Scholarship – Derrick Gregg, Scottsdale to go to the APCO Conference in TN. Jim Stilwell motion to approve the request for the maximum amount allowed (\$1500). Teresa 2nd. Motion approved unanimously from voting members. Karen Sutherland abstained from vote due to conflict of interest. Shauna Henrie will advise Derrick.