**NACOLE Board Meeting Conference Call**

**Wednesday, January 9, 2019**

**Minutes**

10:02 am: Brian Corr called the meeting to order.

**Roll call**

Present: Willie Bell, Mickey Bradley, Cathleen Beltz, Brian Corr, Florence Finkle, Anthony Finnell, Margo Frasier, Susan Hutson (joined at approximately 10:15 am), Gia Irlando, Janna Lewis, and Avice Reid (left at approximately 11:44 am)

Staff present: Camme McEllhiney, Liana Perez, and Michael Vitoroulis

Absent:

**Minutes**

1. Bradley moved to approve the minutes of the 12/14/18 meeting, which Frasier seconded. Approved unanimously.

**President’s report**

1. After a variety of contacts with the city of Nashville representatives and community members, Corr received an email yesterday, from the Nashville city manager’s office, regarding help they need in establishing a civilian oversight board, which must be done by the end of this month.
	1. Reid mentioned that she is in discussions with Chattanooga, TN regarding that city’s exploration of civilian oversight, and is planning a trip there to speak with its city council
2. After a variety of contacts with Charlottesville, VA police chief and group responsible for creating civilian oversight entity, as well as review of draft bylaws, NACOLE will reframe its training proposal.
3. Corr reviewed draft mid-winter board meeting agenda, which he circulated yesterday via email to board members
	1. Will add fundraising to agenda
	2. Will add 2020 conference and mid-summer board meeting to agenda
		1. RFP for 2020 conference will be issued shortly
	3. Discussed hotel-provided working lunch and when it should take place, i.e., Friday, February 1
	4. Corr encouraged board members to proffer comments about agenda via email/phone

**Monthly board meeting time**

1. Following discussion of new meeting time, the board determined to keep meeting time at 10:00 am eastern time.

**Secretary’s report**

1. As of 1/8/19, membership stands at 224: 70 regular; 40 associate; 83 organizational; eight student; and 23 lifetime.
	1. Perez added that Providence, R.I. joined as an organizational member. McEllhiney said that total membership represents approximately 1,163 individuals.

**Treasurer’s report**

1. As of 12/31/18, NACOLE has approximately $127k in savings account, $139k in checking, and $8k in scholarship fund.
	1. Perez stated that the CD ($25k) has earned approximately $48 in interest.

**Staff Reports**

1. Perez: Tracking CPO program participants, following annual conference, is a considerable drain on staff resources. There are approximately 178 members in process of getting certification and, to date (since conference), there are 18 new CPOs.
2. Perez: Nome, Alaska has been in touch with NACOLE for assistance in its exploration of civilian oversight; it is seeking a proposal regarding provision of training.
3. Perez: Working on obtaining and providing CY 2018 tax forms.
4. COPS grant/McEllhiney: Grant deliverables will not be completed by the end of January, as previously anticipated. COPS said that NACOLE would easily be able to get a two-month grant extension (March 31) and budget modification to produce a better product. Perez submitted the request for the extension; government subsequently shutdown.
	1. McEllhiney and Corr reported on dispute with Police Foundation, which was responsible for site visits and case studies. The quality of the case studies foundation drafted was poor and somewhat biased (against oversight). Vitoroulis rewrote the studies. Originally, the foundation was also supposed to draft the executive summary for the case studies. However, it had been agreed with COPS and the Police Foundation that NACOLE was going to write the executive summary, and that the Police Foundation’s role in the grant had been completed.
	2. Rob Davis, of the Police Foundation, prior to Christmas, informed McEllhiney that he was working on an article about civilian oversight for Police Chief Magazine, paid for by COPS grant, even though the article is outside the scope of the grant.
	3. Corr spoke with Davis regarding use of the remaining grant funds originally allocated for the foundation (approximately $71k). Davis said he could get COPS office to expand the scope of the grant to include the magazine article and threatened to inform the COPS office about how NACOLE has treated the foundation. Corr sent letter to Davis regarding the grant’s contractual obligations and asked the foundation to submit a final invoice (last one was from CY2018, Q2), which the foundation said it would do.
	4. Vitoroulis reported that designer is making some changes to the toolkit, which will be passed on to the developer. It is now on NACOLE website (currently hidden).

**Board committees**

1. Annual Conference Committee: McEllhiney reported that the committee is focused on categorizing, sorting, and reviewing 67-68 proposals for committee and board review, working with hotel to prepare for the mid-winter meeting, and forming subcommittees focused on celebrating of 25th NACOLE anniversary, NACOLE history, history of civilian oversight, and basic training. Bell said local Detroit committee is focused on conference budgeting.
2. Election and Bylaws Committee/Finnell: The committee did not meet in December.
3. Finance Committee/Frasier: The committee met yesterday. The committee recommends that 1) the board accept the contract with Sponsel for auditing and tax preparation for CY 2018 and 2) send-out a RFP in mid-May (to be discussed at mid-winter meeting) for auditing and tax preparation to see whether there are alternatives since Sponsel costs creep up.
	1. Sponsel contract: Frasier moved for board to approve contract for CY 2018 work, which Finnell seconded. Approved unanimously.
	2. The Finance Committee also reviewed the draft 2019 budget, which will be discussed at mid-winter meeting. The draft balanced CY 2019 budget does not include funds for salary increases or a second in-person board meeting in the spring.
	3. Perez pointed out that the CY 2018 budget ended in surplus of approximately $16k.
4. Member Support and Advocacy Committee/Hutson and Irlando: Albeit with a considerable number of absences, the committee met for the first time yesterday and discussed: 1) mission, vision, and values statement; 2) 1-1 peer-support program; 3) Butler University assistance regarding membership survey; 4) support letters; and 5) peer review and standards. Deborah Jacobs, of the Office of King County Law Enforcement Oversight, is working with a consultant on peer review and standards.
5. Strategic Planning Committee/Bradley: The committee’s most recent meeting focused on assigning liaisons to other committees. Bradley wants to discuss strategic direction for 2019 at the mid-winter meeting, for which he obtained suggestions from committee members.
6. Training, Education, and Standards Committee/Finkle and Lewis:
	1. First webinar of the year was held on December 19, 2018: Bridging the Gap: Kids and Cops. Will be posted on website after January 19. Second committee meeting held last month focused on getting ideas for new webinars, regional training and networking conferences, and CPO computer tracking program.
	2. McEllhiney reported that regional training and networking conferences are taking shape: Nashville, TN (mid-April) and the Bay Area, CA (May 3, at the Kaiser Center, in Oakland).
7. Communications Working Group/Corr: First meeting is set for next week.
8. Fundraising Working Group/Corr: Not yet scheduled.

**Executive Session (11:45 am-12:22 pm)**

 See separate minutes.

**Adjournment**

Following the executive session, Corr adjourned the meeting at 12:22 PM. Next meeting is February 1, 2019-February 3, 2019, in Detroit.