**NACOLE Board Meeting Conference Call**

**Wednesday, May 8, 2019**

**Minutes**

10:04 am ET: Brian Corr called the meeting to order.

**Roll call**

Present: Willie Bell, Cathleen Beltz, Brian Corr, Florence Finkle, Margo Frasier, Susan Hutson (joined the call late), Gia Irlando, Janna Lewis, and Avice Reid

Staff present: Camme McEllhiney and Liana Perez

Absent: Mickey Bradley (notified in advance) and Anthony Finnell (notified in advance)

**Minutes**

1. Lewis moved to approve the minutes of the April 10, 2019 meeting, which Frasier seconded. Approved unanimously.

**President’s report**

1. Corr reported that in March, he went to New York City to testify before the New York City Charter Commission, which is exploring ways to strengthen civilian oversight in New York City. The commission staff’s draft report reflects many of his suggestions.
2. Martha King, executive director of the New York City Board of Correction, reached out to Corr for a letter of support, which would include support for a budget tied to the New York City Department of Correction budget.
3. In April, Corr made a presentation before the staff of NYC CCRB about the role of trauma in civilian oversight.

**Secretary’s report**

1. As of yesterday, NACOLE membership stood at 237: 75 regular members; 47 associate members; 84 organizational members; eight student members; and 23 life members.

**Treasurer’s report**

1. Perez reported that as of 4/30/19, NACOLE has approximately $126k in savings account, $113k in checking, and $8k in scholarship fund.

**Mid-year board meeting planning**

1. Draft agenda: Corr reviewed the draft agenda for the meeting
   1. McEllhiney said that the board will have to make a final decision on the site of the 2020 conference at the mid-year meeting
   2. McEllhiney suggested adding a discussion item regarding contracted training
      1. Frasier suggested that the board discuss this issue on Friday, since the issue is tied to resources and budgeting
   3. Irlando questioned the long day planned for Saturday and suggested moving an agenda item to another day and/or starting earlier on Friday and Sunday
2. Proposal for Saturday session facilitation: Corr reported that Bradley, Irlando, and Perez worked on locating a possible facilitator
   1. Irlando and Perez described the process used for locating the possible facilitator, who is from Denver, and their discussions with him to frame the scope of work. Cost would be $3,000, including hotel and airfare.
   2. Frasier thought facilitator’s written proposal is “light” and overall cost too high.
   3. Perez discussed the materials the facilitator would provide to NACOLE for new board members, e.g., PowerPoint, handouts
   4. Irlando moved for board to accept proposal and for facilitator to submit a fleshed-out contract, which Bell seconded. Unanimously approved.

**Staff updates**

1. Perez reported that NACOLE received 18 scholarship applications. Since there is no Scholarship Committee this year, Perez and McEllhiney asked three NACOLE members—Deborah Jacobs, Karen Williams, and Teresa Blossom—to review applications and make recommendations to board at spring meeting.
2. McEllhiney reported that NACOLE entered a contract with Fairfax County, VA to provide a one-day training to the civilian review board and auditor in late June, for $5,000.
3. COPS grant
   1. The COPS grant manager left COPS in April. A new grant manager has been assigned and, at her suggestion, NACOLE is going to submit a grant extension through the end of November 2019.
   2. McEllhiney reviewed the editing and peer review process for deliverables.
      1. There is a possibility that the deliverables will be completely finished at the time of the annual conference.
   3. Frasier questioned, since there is significant money left unspent for the grant, whether NACOLE can get a new contract for Vitoroulis and obtain reimbursement for NACOLE staff hours. McEllhiney will feel out the new grant manager regarding a budget modification.

**Board committees**

1. Annual Conference Committee/Beltz and Bell
   1. McEllhiney reported that local committee has raised over $13k to date.
   2. Committee has developed various subcommittees to deal with discrete issues for conference, including ones focused on NACOLE’s 25th anniversary, tracks, and content
   3. NACOLE received four viable proposals for the 2020 conference
      1. Atlanta proposal is not for downtown Atlanta and was generated by Marriott
      2. Tucson and Dallas proposals generated by Marriott
      3. Denver’s proposal generated by the Office of the Independent Monitor; it is the most expensive
   4. The board discussed some of the issues raised by the four cities’ proposals, including the appropriateness of the pre-Labor day 2020 dates and the limited number of flights to Tucson. McEllhiney agreed to seek new proposals for different dates.
2. Training, Education, and Standards Committee/Finkle and Lewis
   1. The committee met on April 17 and discussed the webinar that took place on 4/16/19, Strategies for Conducting Interviews with Officers. There were 45 registrants, including group viewings, and feedback was positive. Brought in about $800.
   2. The committee discussed new webinar ideas:
      1. One or more webinars related to the COPS grant deliverables will likely be delayed to the end of this year or next year
      2. Jennifer Jarrett has been organizing a webinar concerning cognitive interview techniques.
      3. McEllhiney is organizing another webinar idea.
   3. The Bay area regional training and networking conference took place on 5/3/19
      1. Approximately 193 individuals attended and gross receipts totaled about $8k.
      2. All the panels were recorded and are on-line.
   4. The Nashville, TN regional training and networking conference will take place on 5/17/19 (currently 30 registrants) and the DC regional training and networking conference will take place in the fall.
   5. Finkle, McEllhiney, Michele Deitch, and University of Texas law school Professor Jennifer Laurin again discussed the 2020 academic symposium, which will take place in Austin, March 6 and 7, 2020. Beltz will serve as co-chair, with Finkle, representing NACOLE. One of those days (Saturday) will be an executive leadership forum.
3. Member Support and Advocacy/Hutson and Irlando
   1. The committee is meeting next week. The co-chairs shared materials with members regarding one-to-one peer support, but has not yet received feedback.
   2. Hutson is working with a town near Baton Rouge, LA, regarding establishment of civilian oversight.
   3. Irlando will report to the board at the mid-year meeting on member feedback regarding the draft Vision, Mission, and Values Statement.
   4. Following the Bay Area regional meeting, Irlando met with a city councilmember from Vallejo, CA, to discuss civilian oversight.
4. Election and Bylaws/Finnell
   1. Perez reported that the committee’s recommendation is that the Vision, Mission, and Values Statement should not be incorporated into the by-laws; Finnell will be memorializing the committee’s decision.
   2. The committee is also finalizing upcoming election procedures.
5. Finance Committee/Frasier
   1. Perez reported that the committee met yesterday and reviewed the April financial statements.
   2. Sponsel reached out to Finkle and McEllhiney as part of the audit process; draft audit/letter(s) should be done by next week.
   3. Perez reported that most board members have now made their suggested yearly contribution to NACOLE. Corr suggested that board members who have not yet made a contribution do so.
6. Strategic Planning Committee/Bradley: Since Bradley could not attend the conference call, there was no committee report.

**New Business**

1. No one raised new business.

**Adjournment**

1. Corr adjourned the meeting at approximately 11:52am ET. Next meeting will take place in Tucson, AZ, June 7-9, 2019. Corr does not anticipate the board meeting on June 12, 2019.