**NACOLE Board Meeting Conference Call**

**Wednesday, December 11, 2019**

**Minutes**

10:02 a.m. ET: Susan Hutson called the meeting to order.

**Roll call**

Present: Willie Bell (joined call at 10:08 a.m.), Cathleen Beltz, Brian Corr, Florence Finkle, Anthony Finnell (left call at 11:25 a.m.), Margo Frasier, Susan Hutson, Gia Irlando, and Clarence Vaughn

Staff present: Camme McEllhiney and Liana Perez

Absent: Mickey Bradley (notified in advance) and Janna Lewis (notified in advance)

**Minutes**

1. Corr moved to approve the redlined minutes of the November 13, 2019 meeting, which Frasier seconded. Approved unanimously.
2. Corr moved to approve the minutes of the November 13, 2019 executive session meeting, which Frasier seconded. Approved. Bell, Beltz, and Vaughn abstained.

**President’s report**

1. Follow-up on committees: Hutson made committee membership assignments on December 3, 2019.
	1. Hutson mentioned that committee chairs might want to consider appointing vice-chairs as part of membership development
	2. McEllhiney urged board members to review the NACOLE Google calendar prior to setting up committee meetings
2. International Law Enforcement Auditors Association (“ILEAA”): Hutson, a past president of the association, is on the ILEAA advisory board. ILEAA will be having a conference in Chicago, April 8-10, 2020.
3. Mid-winter meeting:
	1. Hutson is working on the agenda; she is considering using the January 8, 2020 board meeting to discuss committee work rather than consuming valuable time at the mid-winter meeting to discuss committee work. Frasier and Finkle agreed with this idea.
	2. Hutson urged board members to complete their travel arrangements. Perez indicated that three board members have not yet booked their air travel.
	3. McEllhiney asked board members to provide their travel dates so she can book rooms at discount rates.

**Secretary’s report**

1. Finkle reported that as of yesterday, NACOLE membership stood at 226: 91 organizational members; 64 regular members; 37 associate members; 11 student members; and 23 life members.
	1. Perez mentioned that some new oversight organizations joined NACOLE prior to the annual conference; no new oversight organizations have joined since the annual conference.

**Treasurer’s report**

1. Finnell reported that as of November 1, 2019, NACOLE has approximately $127k in savings account, $169k in checking, $25k in a CD, and $7.6k in scholarship fund, for a total of approximately $328k.

**Staff reports**

1. 2020 regional meetings: McEllhiney had no update.
2. COPS grant: McEllhiney reported that NACOLE submitted its deliverables, including the report, Civilian Oversight of Law Enforcement: Report on the State of the Field and Effective Oversight Practices to the COPS office on December 6, 2019. Otherwise NACOLE hears otherwise, expected publication date is in March 2020.
3. 2020 academic symposium: McEllhiney reported that we tentatively have an agenda and accepted proposals for the March 7, 2020 symposium. She indicated that the main problem was a dearth of proposals regarding policing issues and police oversight. Bradley and Deborah Jacobs are working on the leadership forum, which will take place on March 7, 2020.
4. 2020 annual conference RFPs: NACOLE extended the deadline to December 6, 2020; NACOLE received 52 proposals.
5. Detroit 2019 annual conference financial wrap-up: Perez reported that the November financial reports reflect all outstanding payments and income, aside from a single sponsorship, which we just recently received. Net income was approximately $76k, about $20k less than NACOLE projected.
6. Budget to date highlights: Perez mentioned that NACOLE’s income from regional conferences, advertising, and training was higher than expected, some of our costs were less than expected, and NACOLE was also able to draw on additional COPS funds. Absence of COPS funds next year will be the main issue for budget discussion at the winter meeting.
	1. NACOLE received a contribution via Network for Good (umbrella organization) that Perez put in the scholarship fund. All hoodie sale proceeds go into the scholarship fund.
7. Software: McEllhiney and Perez are reviewing conference-planning software programs, which might also be able to be used to track CPO and CLE programs.
8. Butler University, College of Communications: McEllhiney reported that the students made a final presentation regarding outreach to and communication strategies for diverse populations.

**Committee Reports**

1. Annual Conference Committee (Beltz, Irlando, and Vaughn):
	1. McEllhiney reported that the committee is in the process of reviewing the 52 panel-presentation submissions, and will be meeting on December 18 and December 20 to discuss them.
2. Communications Working Group (Corr):
	1. Corr has reached out to all the members and hopes to have a meeting this month.
3. Election and Bylaws (Finnell):
	1. The committee will have its first meeting next Thursday.
4. Finance (Frasier)
	1. The committee has not yet met.
	2. Frasier reported that NACOLE only got one response to the RFP regarding audit and tax preparation services, from our current vendor, the Sponsel CPA Group. Sponsel’s proposal reflected a fee increase of $600. Perez asked Sponsel to keep this rate for three years, and it agreed.
	3. Irlando moved to have the board sign a contract with Sponsel, which Beltz seconded, consistent with Sponsel’s proposal. Unanimously approved.
5. Fundraising Working Group (Reid):
	1. Perez did not have a report to make.
6. Member Support and Advocacy Committee (Irlando/Bell)
	1. Irlando reported that she and Bell have not yet reached out to the committee’s members.
7. Strategic Planning Committee (Bradley):
	1. Corr reported that Bradley had reached out to committee members to schedule the committee’s first meeting.
8. Training, Education, and Standards Committee (Finkle/Lewis)
	1. Finkle reported that she reached out to all committee members and that the committee’s first meeting will be December 17, 2019.

**Requests for Support and Other Civilian Oversight Information**

1. Sonoma County Independent Office of Law Enforcement Review and Outreach (“IOLERO”) ballot measure:
	1. The Dropbox folder includes a draft letter regarding the ballot measure; NACOLE wants to be sure that we not run afoul of our non-profit status prohibition against lobbying.
2. Syracuse: Hutson sent a letter on November 14, 2019, describing NACOLE’s concerns regarding a local law amendment proposal.
3. The ACLU national is working on best practices on police oversight. Hutson reiterated the need for NACOLE to be the national authority on this issue.
4. Mexico conference on oversight of police, which took place in November 2019: Corr and Hutson attended; NACOLE provided information to various jurisdictions.
5. Port Allen, LA: Hutson and McEllhiney are helping this jurisdiction try to set up civilian oversight.
6. Athens, GA: Perez is working with the city manager, who is trying to set up a civilian oversight entity, for which there is considerable local support. The project will involve multiple, contracted training sessions. The first training session tentatively scheduled for February 2020.

**NACOLE Bylaws Article IV, § H Protocols Discussion**

1. Hutson drafted some protocols regarding this section of the bylaws, which she wants the board to discuss at the January mid-winter meeting.
2. The board went into executive session at approximately 11:30 a.m. Bell and Corr left the call.

**Executive Session**

1. The board met in executive session from approximately 11:31 a.m. to 11:50 a.m.

**Adjournment**

1. Hutson adjourned the meeting at approximately 11:50 p.m. ET. The next meeting will take place on January 8, 2019, at 10:00 a.m. ET.