

**Virginia Chapter of NENA
Business Meeting**

Minutes

October 31, 2008

Virginia APCO/NENA Fall Conference, Roanoke Plaza Hotel, Roanoke, VA

The meeting was called to order at 10:45 AM by Chapter President Denise Johnson.

Denise noted that the first order of business was approval of the fall 2008 business meeting minutes.

A motion was made by Rodney Gentry to accept the minutes and seconded by Bernard Brown. The motion passed without discussion.

Presidents Report

It was noted that the chapter bylaws had been approved and that the chapter would move forward with incorporation. The bylaws will be put on the website. Anyone with recommendations for an attorney should contact Denise.

Treasurer's Report

Chris Knights, Treasurer, noted that, as of May 1, 2008, the chapter checking account had a beginning balance of \$45,187.93. The balance as of October 31, 2008 was \$32,994. The current balance includes both the CD and interest earned through April 2008.

Chris noted that conference expenses in the amount of \$17,000 were paid to the hotel for the spring conference after May 1, 2008 and are not reflected in the May 1, 2008 balance.

Chris noted that \$10,000 could be put into a CD without any negative impact on the chapter checking account. Also the current CD will mature in April 2009 and can continue to roll over.

Chris noted that the deposit for the hotel will be approximately \$500.

Chris also noted that the chapter is in good shape fiscally.

Rodney Gentry asked that the Treasurer provide another financial statement from the bank for the Spring conference.

A motion to accept the Treasurer's Report was made by Rodney Gentry and seconded by George Thomas. The motion was passed

Committee Reports

Conference Committee

Bernard Brown noted that the call for presentations for the spring conference will go out next week. The deadline will be December 15, 2008. This deadline will allow us to identify presenters early in the conference planning stage.

Nominating Committee

Rodney Gentry noted that he would be working on officer nominations for the coming term and to determine whether the incumbents in chapter offices were interested in running for office.

New Business

VITA Baseline Survey

Denise noted that a copy of the survey would be shared with APCO and NENA and asked Linda Goodridge to share APCO's views on the survey.

Linda noted that more information on the survey was required before it could be presented to the APCO Board and that neither NENA nor APCO had a representative that served on the Baseline Survey Committee. She noted that VITA wanted them to go to organizations for support however APCO will not support the survey the first time around until representatives have served on teams and understand the objective. She also noted that she thinks that it is important that both APCO and NENA have representation on the committee. Linda and Denise both agreed that it is a concern that representation is typically by Board members and that members need to be selected that will fairly represent everyone. Denise recommended that the VITA regional representatives reach out to everyone in their respective region regarding representation. Linda noted that small agencies were not represented and that most agencies were not aware of the plans to conduct a baseline survey.

Phil Heins noted that he had served on the committee and felt that there was diverse representation.

Rodney Gentry noted that he had served on the Strategic Plan Committee.

Phil noted that the survey information is needed and that everyone needs to be working together to improve public safety.

Denise noted that the process should be more diplomatic.

Membership Committee Status

Denise noted that Emmy Isbell, Chairman of the committee, is no longer in the state or region. She will reach out to her to determine whether she wishes to continue to serve as chairman of the committee.

Financial Statement

A motion was made by Rodney Gentry to allocate funds, not to exceed \$1,000, to obtain a financial statement for the period December 1, 2007 to December 1, 2008. The motion was seconded by Bernard Brown. The motion passed.

Certificate of Deposit

A motion was made by Rodney Gentry to allocate an additional \$10,000 to a certificate of deposit. The motion was seconded by Richard Herzing.

Phil Heins asked if there would be any cost associated with the incorporation and whether the chapter would still have sufficient funds if the additional \$10,000 was allocated to CD. Chris noted that there would be a balance of approximately \$13,000 remaining after the funds were allocated to CD and that the balance should be more than adequate. George Thomas noted that \$13,000 would put the balance below the \$17,000 paid to the hotel for the conference last year.

Chris noted that this would not be an issue since the other CD will mature in April. Bernard Brown questioned the security of the funds considering the economy. Chris noted that all CD's are secured by the FDIC for up to \$250,000.

The motion passed.

Incorporation

A motion was made by George Thomas to pursue incorporation of the chapter with costs not to exceed \$1,500. The motion was seconded by Rodney Gentry. The motion passed.

Old Business

Denise asked whether there was any old business to be discussed. There was no old business.

Announcements and NENA Updates

Denise noted that the NENA Legislative Agenda for the 111th Congress was being developed and asked that comments be provided on any issues that members wish to raise as NENA begins to draft the agenda.

Denise also noted the following important dates:

TDC/ODC	February 18 – 20	Orlando, FL
NENA Conference	June 6 – 11	Fort Worth, TX
APCO/NENA Winter Session	January 15, 2009	Henrico, VA
APCO/NENA	May 6 – 8	Virginia Beach, VA

Includes pre-conference course "Overcoming Negativity in the 911 Center". Additional classes will be considered. VITA has agreed to support these courses.

Bernard Brown noted that a total of 34 VITA sponsored scholarships were used this year. NENA should note that better promotion of the availability of scholarships should be done for future conferences. Phil Heins noted that there was also some confusion as to whether scholarship recipients had to be members of APCO or NENA. George Thomas recommended that the chapter president draft a letter to each PSAP regarding the program.

A motion was made to adjourn the meeting by Rodney Gentry and seconded by George Thomas. The meeting was adjourned at 11:25 AM.