

ASIS GREATER MILWAUKEE CHAPTER 058

MINUTES OF BOARD MEETING July 14, 2015

Attendance:

- Julie Schneider, CPP (Vice Chair)
- David Feller, CPP (Treasurer)
- Stacy Smulka (Interim Secretary)
- Chris Magnus
- Paul Graf
- Eric Biernat, CPP
- Mike Cummings, CPP
- Michael Zens

Guests:

- Nicole Smith (WILEAN)

Apologies received:

- Willie Wills, CPP (Chair)
- Matt Blowers, CPP
- Michael Schaefer, CPP
- Jon Phillis, CPP
- Don McInnes, PSP
- Michael Polenzani

Opening

JS called the meeting to order at 3.31pm and thanked all those present for attending. The individuals present also introduced themselves to Nicole Smith from WILEAN.

Nicole then proceeded to introduce herself and the purpose of the WILEAN group. WILEAN is the abbreviation for Wisconsin Law Enforcement Analysis Network and their organization was recently founded by Nicole and 4 other individuals. The current officers are employed in Madison, Milwaukee County, Green Bay, Eau Claire and Waukesha. Nicole stated that WILEAN was formed in order to better share and explore public resources and that their current goal is to increase awareness of their group and learn of other groups that can be resources to them. There are no current mandates for participation and the organization doesn't want to be fully associated with any one organization –they want a wide representation. Currently, WILEAN is funded by membership dues, grants, training registration costs. WILEAN is looking for opportunities to share their knowledge and skills and techniques of analysis. The organization is looking to partner with other associations in security/law enforcement. MC asked about law enforcement trends and if they were being shared. JS asked about recommended next steps to take regarding the relationship with WILEAN. Nicole mentioned inviting a representative from ASIS to the next WILEAN meeting.

1 Officer updates:

1.1 Chair

JS reviewed actions from the June 2015 Meeting.

Summary of Actions Taken from June Meeting

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<u>Section</u>	<u>Action</u>	<u>Person Responsible</u>
<u>1.1</u>	Compile a list of our 'library' and define the method of checking books etc out.	JS to email SS with list of resources so SS can add to website. EB asked which resources related to CPP and PSP certifications. JS responded that only the POAs <u>and the ASIS Standards</u> are related.
<u>1.1</u>	Enter book/publication list and 'borrowing' protocol on website	JS/SS – Continued from June
<u>1.1</u>	Board members to consider volunteering as 'mentoring' chair.	Waiting on WW & JS to write duties of positions.
<u>1.4</u>	Write annual summary of financial transactions and results of annual audit.	DF to write summary of 2015 audit.. SS to post on Chapter website.
<u>2.12</u>	New web site link to be sent to board members for review and comment as soon as it is ready	WW to write statement to membership. SS to mail out to membership using Constant Contact.
<u>2.12</u>	Develop process for posting job leads on website	JS to review Meeting Minutes from 2013 regarding job posting logistics (MB was Chapter Chair). EB, CM, and MC volunteered to review job posting requests to verify validity of posting on Chapter Website. MC stated that there would be no charge to link upper level administrative postings and there would be a charge for linking general job postings/link to company websites.
<u>3.4</u>	Work with ProPay to increase amount of money allowed for single donation/sponsorship	DF increased credit card payment allowances to \$1,500 per transaction. This will remain in place for remainder of term of use.
<u>5.4</u>	WW to investigate the possibility of running a 'Disorder' professional development presentation and report to the Board.	WW

1.2 Vice Chair –

JS stated that there was nothing new to share with the group.

1.3 Secretary's Report -

SS presented the Minutes from the June meeting as circulated. There were no changes intimated.

Motion to adopt:

Proposed – CM

Seconded – EB

None opposed – motion passed.

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1.4 Treasurer's Report -

DF presented the chapter financials and asked for motion to adopt.

Motion to adopt:

Proposed – EB

Seconded – MZ

None opposed – motion passed.

2 – Committee Chair Reports

2.1 ASIS foundation Liaison – Vacant

2.2 Certification:

MS was absent. JS reported that 12 members signed up to partake in the course starting September 1 at facility on 17th and Fond du Lac. Participants will be paired together to learn and teach specific domain. Exam will take place prior to December 15. Group will meet 2 times per month and CPPs should be asked to attend sessions as potential speakers/mentors.

2.3 Membership:

JP was not present at the meeting. No news was reported.

2.4 Chapter Newsletter: Vacant

2.5 Council Liaison: Vacant

2.6 Law Enforcement Liaison:

MZ reported that Annie is reviewing the calendar to verify feasible date for guest speaker. Final selected date should be known by August meeting. MZ attended Waukesha K9 Golf Outing. SS thanked MZ for attending and speaking at several Bryant & Stratton College special events.

2.7 Legislative: Vacant

2.8 Mentorship: Vacant

2.9 Placement: Vacant

2.10 Program: Vacant

2.11 Sergeant at Arms: Vacant

2.12 Webmaster:

SS reported that DF, WW, and SS coordinated the annual payment for Constant Contact. The option selected for 2015-2016 will cost less money for the Chapter than 2014-2015.

2.13 Women in Security:

CM/SS. CM reported that there was nothing new to report.

2.14 Young Professionals:

PG reported that he had worked on the Facebook page. He had not published it (it had yet to go live). The logo and National Conference information was being worked on and SS was to email PG with pictures of events. SS to email link to website and upcoming events. SS is to also add the Facebook icon to the ASIS website.

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3 – Events

3.1 MM SHRM: MC/MB. MC stated that the event committee was progressing on their work. Again, the date of the workshop is Tuesday, August 25, 2015 and a full-continental breakfast will be served.

3.2 Golf: CM reported that the Golf Outing registrations were ahead of 2014. CM requested that a Membership Listing be emailed to her so that she could contact individuals directly regarding the event. 39-40 individuals had registered as of the date of the July Meeting.

3.4: Sponsorship: EB reported that \$3000 had been committed and the Chapter had received \$2,800 already. 12 of 18 holes were committed.

4 – Past Business

Nothing was reported

5 – New Business.

5.1 Secretary post vacant: JS shared that position remains vacant. SS to continue to serve as interim Chapter Secretary until position is filled. JS might have a lead on a Chapter Member looking to take on this responsibility.

5.2 Business Project Plan: JS developed an outline/template for the Business Project Plan and provided copies to all present Board Members. Feedback will be due by August Board Meeting.

5.3 Membership Dues: JS reported that membership dues are now 50% off for the remainder of 2015.

5.4 Membership Meeting: In November 2015, there will be a Membership Meeting hosted at Briggs & Stratton. WW will have more details to follow.

6 – Adjourn Meeting

JS checked there was no further business from the members.

Motion - That the meeting be adjourned at 5:10pm.

Proposed – MZ

Seconded – CM

There was no dissent therefore JS declared the meeting adjourned, thanked everyone for their input and wished them a safe journey home.

Date of next meeting: Tuesday, August 11, 2015

3.30pm to 5.00pm, Mo's Irish Pub, Wauwatosa.

Summary of Actions

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<u>5.4</u>	WW to coordinate Membership Meeting in November	WW

Summary of Decisions

<u>Section</u>	<u>Decision</u>
<u>1.3</u>	Minutes of June 2015 meeting adopted
<u>1.4</u>	Treasurer's report adopted.