



Texas Chapter of the Association of Public Safety Officials International

Texas APCO General Meeting Minutes

Sept 9, 2022

President: Roderick Jackson
President Elect: Shantelle Oliver
1st Vice President: Kellie Hayney
2nd Vice President: Tamara Bell
Treasurer: Lauren Lybrand
Secretary: Amanda "Mandi" Jones
Executive Council: Jeremy Hill
CCAM: Beth English, Dustin Alexander
Immediate Past President: Cindy Bridges-Logan

Present: Roderick Jackson, Shantelle Oliver, Kellie Hayney, Tamara Bell, Lauren LyBrand, Mandi Jones, Beth English, Dustin Alexander, Cindy Bridges-Logan, Jeremy Hill

Call to Order

Roderick called the meeting to order at 1:02 pm.

Approval of agenda

Shantelle motioned to approve the meeting agenda. Jeremy seconded the motion.

Approval of Minutes

Shantelle motioned to approve the July meeting minutes. Tamara seconded the motion.

Treasurer Report

Lauren emailed the budget report to each board member. She reported the conference bill has not been paid to date. There are still issues with the hotel bill and TXNENA.

Old Business

Fall Training Symposium: Lauren has registered everyone. Cindy asked if anyone does not need their hotel room for Saturday, please release it, so it can be used by someone else. Jeremy and Roderick will arrive on Saturday. Lauren has a printer in her office to print the badges; she will test it to make sure it works. It will be available to print badges on site for attendees that register the day of. Lauren reported that 26 people have registered so far. That includes the TXAPCO Board. She has been contacted by some



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who had trouble registering. That might have kept the numbers down a little. Registration is available on the TXAPCO website under Meetings. Roderick has been notified COVID numbers are on the rise across the state again. That might also be hindering registration numbers.

Cindy will have a session on What is TXAPCO? She wants input from board members and personal testimonials during the session if possible.

Cindy shared that the AV quote for the Fall Symposium is over \$6,000 to utilize the hotel's equipment. She reached out to Greg Payne. Greg recommended using Calvin . He was used for the spring conference in Galveston. Calvin will need to set up before 1pm on Sunday and tear down after 12pm on Wednesday. 4 rooms will need projectors, sound, cables, and screens. Greg reported Calvin quoted \$1600 to provide the equipment needed. Greg will confirm that Calvin can do the AV, and an official contract will need to be drawn up so it can be presented to the Embassy Suites. We will still owe a \$350 fee.

PROCHRT Committee: Roderick and Shantelle both attended separate PROCHRT meetings in Anaheim. In the meeting she attended, Shantelle reported they spoke on what resources the PROCHRT program provides. Roderick advised Rick still wants to be on this committee. He is looking for more people for the committee. He is hopeful he can find volunteers at the Fall Symposium.

By-laws: Each board member has not had a chance to review Beth's suggestions to update the by-laws. Roderick wants each member to review them and be ready to discuss by the next meeting.

Committee Reports

Membership: Mandi reports there are 1516 TXAPCO members. She hopes to increase those numbers by utilizing the MOD Squad.

Communications: Mandi has at least one volunteer from each region across the state:

Faith Beckham-Dallas
Alana Matlock-Fort Worth
Christina DeLeon-Pearland
Kristi Fogleman-MontgomeryCo

Michael Huerta-El Paso
Michelle Racca-Odessa
Tricia Calliham-Uvalde
Sandi O'Gorman-Denver City

Bianca Salas-CAPCOG

The MOD Squad will be utilized to share training information, create and share social media content, gather new ideas, deliver the Totes of Love, and increase membership.



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Education and Training: Roderick spoke with Robbie and got some of her training and project files. He wants to archive them on PS Connect. Kellie Hayney is moving into the private sector. She has accepted a position with Motorola. Roderick has had another person volunteer for this committee.

Legislative: Jeremy wants us to be more active with legislation. NENA has been a driving force; Jeremy hopes to bring APCO onto the team. He has been speaking with Executive Council members to gain input. He shared Next Gen 9-1-1 information including the APCO International's Definitive Guide to Next Generation 9-1-1.

https://www.apcointl.org/ext/pages/APCOng911Guide/APCO_NG911_Report_Final.pdf

Technical: Erik is busy with data migration in the San Antonio area. Stephen spoke with Roderick about real time texts and Next Gen 911, ESInet transfers, network to network transfers, and Transform 9-1-1. NTC911 has deployed RTT for 911 on the TMobile network. He will keep us up to date.

Presidential Update: Members discussed the frequency and format of the newsletter. Do we want to keep publishing it every quarter and do we want it in the same format? Members agreed a digital format is needed. We can utilize our social media accounts to share information. Mandi suggested keeping a graphic or document posted with dates of events. Tamara suggested doing agency/member spotlights. Tamara's agency will be receiving the Kyle Plush Award. She will put together something to post for that. We can do challenge coin give a ways.

New Business

Executive Session

Kellie Hayney: Kellie Hayney is moving to private sector. Can she move into the role of secondary CCAM and stay on the board? Beth's time as the CCAM will be up in April. Dustin will move into the CCAM position. Denco 911 is going to allow Kellie to teach for them. This keeps her employed by a public safety entity. Jeremy will look into if Kellie can stay on the board as the secondary CCAM.

PS Connect: Roderick does have access to add people to the board and executive board. He wants to clean up and organize the files.

Board Descriptions: Roderick is working on board descriptions, and will be sending them out to have them proofed.

Future Sites for Spring and Fall Conferences: We need to do RFPs for the 2025 and 2026 conferences. Roderick needs ideas for places. Email him with ideas. Gloria Little suggested Abilene. Kellie suggested Grapevine.



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9-1-1 Goes to Washington and Austin: Andrea has a contact at a hotel in Austin. She should be sending Roderick information soon. We need to decide if we will charge our members to come and if so, how much. 9-1-1 Goes to Washington is generally a NENA event. APCO needs to be represented. Roderick will meet with Lauren to have himself and Jeremy registered for both events.

Beth made a motion to adjourn. Tamara seconded the motion.

Meeting adjourned by Roderick at 2:32 pm.



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Monthly Board Meeting Agenda

Location: Virtual
Date: September 9, 2022
Time: 1:00 PM

Cindy Bridges, Immediate Past President | Roderick Jackson, President | Shantelle Oliver, President-Elect | Kellie Hayney, 1st Vice President | Tamara Bell, 2nd Vice President | Lauren Lybrand, Treasurer | Mandi Jones, Secretary | Capt. Jeremy Hill, Executive Council | Beth English, 1st CCAM | Dustin Alexander, 2nd CCAM

- I. Welcome
 - a. Approval of agenda
 - b. Approval of minutes from last meeting July 14, 2022
 - c. Old Business
- II. Treasurer's Report
 - a. Conference bill
- III. Bylaws & Policy Manual – Recommendation of changes based upon APCO International Bylaw Committee
- IV. Texas Public Safety Fall Training Symposium
 - a. Did everyone get registered?
 - b. Rooms? When everyone is arriving? Can we purchase the badge paper and covers that I shared from Amazon?
 - c. Can someone go to storage and bring a printer from there?



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- d. AV Equipment – Projectors (purchase / rent / any in storage) -
Greg Payne & Cindy Bridges

V. Texas APCO ProCHRT committee

- a. What is needed
- b. Board member is a part of the committee

VI. Committee Reports

- a. Membership
- b. Communications
- c. Educational/Training
- d. Legislative
- e. Technical – Erik Mayville & Steven Goren

VII. President Update

- a. Executive Session
- b. Chapter Newsletter – Frequency?
- c. PSConnect
- d. Board Descriptions
- e. Future Sites for Spring and Fall Conferences
- f. 9-1-1 Goes to Washington and Austin to our website



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5:24 AM
09/09/22
Accrual Basis

TX APCO
Profit & Loss Budget vs. Actual
June 1, 2021 through September 9, 2022

	Jun 1, '21 - Sep 9, 22	Budget
Speaker		
Speaker Travel/Hotel	0.00	0.00
Speaker - Other	0.00	0.00
Total Speaker	0.00	0.00
Technical Services	0.00	0.00
To be reimbursed	0.00	0.00
500*101 - Joint Public Safety Conference - Other	0.00	0.00
Total 500*101 - Joint Public Safety Conference	17,972.57	6,640.00
500*103 - Fall Training Conference		
Board Travel/Hotel	217.97	0.00
Board Dinner	0.00	0.00
Catering	0.00	0.00
Speakers		
Speaker Travel/Hotel	0.00	0.00
Speakers - Other	0.00	0.00
Total Speakers	0.00	0.00
Supplies	811.71	0.00
Venue	0.00	0.00
Door Prizes	0.00	345.82
500*103 - Fall Training Conference - Other	0.00	2,075.00
Total 500*103 - Fall Training Conference	1,029.68	2,420.82
500*104 - Booth Inventory	72.53	0.00
500*106 - National APCO Conference		
National Conf Give Aways	1,979.30	968.32
Board Conference Registration	2,848.00	2,144.18
Board Travel/Hotel	24,772.15	5,187.50
Board Dinner	1,480.85	345.82
Speaker		
Speaker Travel/Hotel	0.00	0.00
Speaker - Other	0.00	0.00
Total Speaker	0.00	0.00
PrePaid Conf expn future budget	0.00	0.00
Texas Night Out	49,985.12	691.68
Door Prizes	0.00	345.82
500*106 - National APCO Conference - Other	-247.95	0.00
Total 500*106 - National APCO Conference	80,817.47	9,683.32
500*107 - Misc Texas Travel	1,416.03	345.82
500*108 - Misc Out-of-State Travel	0.00	0.00
500*109 - Political Action Committee	0.00	345.82
500*110 - Board Meetings		
Board Travel and Hotel	3,744.21	1,383.32
Board Meals	1,099.16	345.82
500*110 - Board Meetings - Other	0.00	1,729.18
Total 500*110 - Board Meetings	4,843.37	3,458.32
500*111 - Scholarship Fund		
CPE	0.00	0.00
500*111 - Scholarship Fund - Other	0.00	345.82
Total 500*111 - Scholarship Fund	0.00	345.82



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500*112 - Life Members		
APCO Membership	192.00	0.00
Conference Registration	0.00	0.00
500*112 - Life Members - Other	0.00	207.50
Total 500*112 - Life Members	192.00	207.50
500*113 - Communications	0.00	0.00
500*114 - Bank Fees		
Cubesmart	0.00	0.00
Merchant Services	1,187.40	691.68
Square Inc.	0.00	0.00
500*114 - Bank Fees - Other	0.00	0.00
Total 500*114 - Bank Fees	1,187.40	691.68
500*116 - Webservices	2,523.55	3,458.32
500*117 - Operating Expenses		
Reserve	0.00	6,432.50
Equipment	0.00	0.00
General Office Supplies	1,620.06	691.68
Board Training	0.00	0.00
Dallas Storage W/Documents	0.00	0.00
Mail forwarding Service	0.00	0.00
Postage	-485.00	207.50
Software	75.76	0.00
Sunshine Fund	0.00	0.00
500*117 - Operating Expenses - Other	0.00	0.00
Total 500*117 - Operating Expenses	1,210.82	7,331.68
500-118 - Training		
Training Expenses	0.00	0.00
Travel Expenses for Trainer	0.00	0.00
500-118 - Training - Other	3,750.00	5,533.32
Total 500-118 - Training	3,750.00	5,533.32
500*119 - Donations		
Sunshine Fund	500.00	0.00
Totes of Love	139.47	345.82
TERT	651.02	691.68
Benevolence	429.46	1,383.32
500*119 - Donations - Other	0.00	0.00
Total 500*119 - Donations	1,719.95	2,420.82
500*120 - Taxes		
Auditor	700.00	553.32
500*120 - Taxes - Other	0.00	518.75
Total 500*120 - Taxes	700.00	1,072.07
500*121 - Executive Council		
Misc/Other	0.00	0.00
Travel Expenses	0.00	0.00
500*121 - Executive Council - Other	0.00	1,729.18
Total 500*121 - Executive Council	0.00	1,729.18
66000 - Payroll Expenses	0.00	0.00
66900 - Reconciliation Discrepancies	0.00	0.00
Total Expense	119,305.13	46,203.24
Net Income	-49,721.38	0.08



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Income		
Transferred from General Funds	0.00	19,366.68
Uncategorized Income	2,976.31	0.00
Beginning Balance	0.00	0.00
500-100 - Job Postings	300.00	207.50
500-101 - TX Public Safety Joint Conf		
Raffle Baskets	0.00	0.00
500-101 - TX Public Safety Joint Conf - Other	0.00	13,833.32
Total 500-101 - TX Public Safety Joint Conf	0.00	13,833.32
500-102 - National Member Dues	23,415.62	11,758.32
500-103 - Fall Conference		
TX NENA Fall Conference Income	3,814.75	0.00
Registration	-455.00	0.00
Sponsors	0.00	0.00
500-103 - Fall Conference - Other	0.00	0.00
Total 500-103 - Fall Conference	3,359.75	0.00
500-104 - TX APCO Booth Sales	0.00	207.50
500-105 - Sponsorships		
TNO Sponsors		
Grand Slam 6000.00	0.00	0.00
Homerun 3000.00	0.00	0.00
Baseball Diamond 1500.00	0.00	0.00
Team Member 500.00	0.00	0.00
TNO Registrations	1,417.68	830.00
Sponsorship	0.00	0.00
TNO Sponsors - Other	28,442.60	0.00
Total TNO Sponsors	29,860.28	830.00
500-105 - Sponsorships - Other	-328.21	0.00
Total 500-105 - Sponsorships	29,532.07	830.00
500-106 - APCO National Conference Host	10,000.00	0.00
500-114 - Bank Fee Reimbursements	0.00	0.00
500-115 - Savings Interest	0.00	0.00
Total Income	69,583.75	46,203.32
Expense		
Merchant deposit fees	0.00	0.00
Insurance	732.00	518.75
Uncategorized Expense	1,137.76	0.00
Void	0.00	0.00
Inquiry	0.00	0.00
Misc	0.00	0.00
500*101 - Joint Public Safety Conference		
Appreciation Gifts	1,360.37	345.82
Awards	4,340.96	2,075.00
Board Dinner	1,067.86	345.82
Door Prizes	0.00	0.00
Board Travel and Hotel		
Board Registration	2,550.00	1,106.68
Board Travel and Hotel - Other	7,086.73	2,766.68
Total Board Travel and Hotel	9,636.73	3,873.36
Frequency Coordinator Travel	0.00	0.00
Lodging	0.00	0.00
National Attendee	0.00	0.00
Past President Meeting	0.00	0.00
Raffle Baskets	0.00	0.00
Supplies	1,566.65	0.00
Tuesday Night Event Gifts	0.00	0.00
Security	0.00	0.00



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