



Texas Chapter of the Association of Public Safety Officials International

Texas APCO Meeting Minutes

December 9, 2021

President: Cindy Bridges  
President Elect: Roderick Jackson  
1<sup>st</sup> Vice President: Shantelle Oliver  
2<sup>nd</sup> Vice President: Robbie McCormick  
Treasurer: Lauren Lybrand  
Secretary: Amanda "Mandi" Jones  
Executive Council: Greg Ballentine  
CCAM: Beth English, Dustin Alexander  
Immediate Past President: Jeremy Hill

Present: Cindy Bridges, Roderick Jackson, Shantelle Oliver, Beth English, Jeremy Hill, Mandi Jones, Lauren LyBrand

Absent: Dustin Alexander, Greg Ballentine, Robbie McCormick

**Call to Order**

President Cindy Bridges calls the meeting to order at 10:23 am.

**Accept the Minutes**

Mandi emailed each board member the November 2021 meeting minutes. Roderick motions to accept them. Shantelle Oliver seconds the motion. The minutes are approved.

**Financials**

Lauren emailed all board members a financial report. (see end of minutes) There is nothing pending.

**Old Business**

**Committee Reports**

*Communication Committee:* Mandi will send out notifications that the awards process is open via PS Connect, mail merge, and social media. She is accepting articles for the first quarter newsletter. It will go out the 1<sup>st</sup> or 2<sup>nd</sup> week in February with emphasis on gearing up for conference.

*Training:* Robbie did not get to attend the last TNT meeting to discuss any training. She is working on collecting that. She believes the CMCP class is wanted, but it's very pricey. There is \$3000 extra in the budget due to no Fall Conference this year. That money can be used between now and April 1. Cindy



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and Lauren will go over the full budget again to see what has and not been spent. Money can be reallocated to something different like a training class. APCO has illumination tracks for cde's. They are registered by groups, not individuals. Robbie asks do we want one big class? Cindy thinks if it's an APCO sponsored training then there is no problem with it. People can sign in as they can attend. The group class would only be offered to members. Robbie will send APCO an email and ask them how many people can attend a class for the money we have.

*Texas Talks:* There have not been any new submissions for our YouTube channel. We need new videos. Cindy wants the Servant of Servitude put on the YouTube Channel. She will try to take care of that in Jan. Lauren can make a video to introduce herself.

*Technical Team:* Erik sent an article on Log4j to be sent out via PS Connect and social media.

*Presidential Updates:* Cindy and the planning committee toured Frisco and their Embassy Suites. The committee liked Denton for the 2024 conference. They're trying to get a contract signed by the end of the year, but it will probably be extended to end of January. Lauren and Shantelle were involved in the site visit. Denton offered great info about the community and surrounding area. The hotel had food samples. The Frisco salesman was tired, acted like he was hoping the area would sell itself, and it was very pricey. It was spacious, but it just was not enough to convince the committee. Shantelle and Lauren liked how well the hotel and center as a whole worked with the city employees. Everyone seemed to be a team. They had lunch w with Frisco, but didn't visit the hotel. All involved in Denton had a rapport w/each other. Denton will be at the Embassy Suites Conference center off I-35 near University. There is an Alamo Draft House, a bowling alley, and a Dave and Busters type place real close. The hotel itself does not have enough rooms right now for what is in the contract, but they are building a Home 2 Suites that will be completed in 2023. It will be included in the contact for 2024. It sits caddy corner from current Embassy Suites. The additional rooms from the Home 2 Suites will offer more than enough room. Breakfast is included; this is an extra fee we don't have to pay for. The meeting space in Denton was slightly smaller, but we can be creative w/how we utilize the space. The whole point is to be different from Galveston. Their future pricing is pretty high. If we sign 2024 in Denton then we need to do the Fall Conference in a southern area. Denton price wise reasonable- \$18,500 in food and beverage. There is free parking. There is not an airport right there, but plenty of parking and plenty of things in the area/community to use. The airport is 30-45 mins away. (plus traffic, so maybe an hour) Jeremy asked about community money that was thrown in at the last minute. Galveston offered it but didn't want to put it in the contract. 2023 is the last year signed for Galveston. 2023 will go to Galveston. Someone will have to do an RFP for Denton for 2024, and in 2025 it will have to happen again. Roderick makes a motion to accept Denton as the conference site. Robbie seconds it. Motion passes. Cindy will share the IP Hall contract as it comes in.

Cindy points out the policy manual is not on the website. No by law changes are needed at this time.



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### *CCAM:*

Sponsorships: Beth looked at different APCO chapters and found 3 that has sponsor logos on their websites- AZ, OK, and KS. Beth emailed a couple of people, but didn't get any replies. KS said sponsors are from their conference. They don't have anyone offer to sponsor but not attend. Beth thanks we should do it. Cindy says figure out how were going to manage it. Beth will work on a policy, so we can put it in the policy manual.

Roderick updates we have 23 registered booths for conference. Motorola, AT&T, Rapid Deploy, Commercial Electronics, 911 Datamaster, a security company from Mexico, Richard-Within the Trenches, I am 911 just to name a few. We want to keep the ccams involved in the conference planning. Previously Ccams made sure competitors booths were not next to each other. Roderick will ask for help w/Ccams and Mandi. There's a delay because of a contract issue. Beth is working on policy and a formal proposal for Totes of Hope. Cindy likes hand made cards going out. Mandi is happy to do it.

### **New Business**

*National Awards:* We need nominees for national awards.

The APCO Membership Committee wants to do a chapter highlight in their newsletter. Greg and Beth have been asked to take the reins. They have a deadline of Dec 15.

At the TXAPCO conference, right after the board meeting we will have photos. They already been paid for. We will each do a member and board photo that will be posted to the website. Lauren says we still owe them \$100. Cindy will ask for a joint board photo for website use. Make sure we dress appropriate for the photo.

Roderick motions to adjourn the meeting. Shantelle seconds the motion.

Meeting adjourned at 11:28 am.



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10:45 AM  
12/09/21  
Cash Basis

**TX APCO**  
**Profit & Loss Budget vs. Actual**  
January through December 2021

	Jan - Dec 21	Budget
<b>Income</b>		
Uncategorized Income	1,036.31	
500-100 · Job Postings	500.00	400.00
500-102 · National Member Dues	16,084.18	10,000.00
500-103 · Fall Conference		
TX NENA Fall Conference Income	0.00	1,000.00
<b>Total 500-103 · Fall Conference</b>	<b>0.00</b>	<b>1,000.00</b>
500-104 · TX APCO Booth Sales	370.00	500.00
500-105 · Sponsorships		
TNO Sponsors		
TNO Registrations	1,200.00	
TNO Sponsors - Other	29,700.00	15,000.00
<b>Total TNO Sponsors</b>	<b>30,900.00</b>	<b>15,000.00</b>
<b>Total 500-105 · Sponsorships</b>	<b>30,900.00</b>	<b>15,000.00</b>
500-106 · APCO National Conference Host	10,000.00	22,500.00
<b>Total Income</b>	<b>58,890.49</b>	<b>49,400.00</b>
<b>Expense</b>		
Insurance	732.00	750.00
Uncategorized Expense	1,137.76	
500*101 · Joint Public Safety Conference		
Appreciation Gifts	301.81	1,000.00
Awards	3,180.01	3,000.00
<b>Total 500*101 · Joint Public Safety Conference</b>	<b>3,481.82</b>	<b>4,000.00</b>
500*103 · Fall Training Conference		
Door Prizes	0.00	500.00
500*103 · Fall Training Conference - Other	0.00	3,000.00
<b>Total 500*103 · Fall Training Conference</b>	<b>0.00</b>	<b>3,500.00</b>
500*106 · National APCO Conference		
National Conf Give Aways	1,419.00	
Board Conference Registration	2,913.00	3,100.00
Board Travel/Hotel	8,143.38	7,500.00
Board Dinner	252.58	
Texas Night Out	31,749.82	1,000.00
Door Prizes	0.00	500.00
500*106 · National APCO Conference - Other	0.00	10,000.00
<b>Total 500*106 · National APCO Conference</b>	<b>44,477.78</b>	<b>22,100.00</b>
500*107 · Misc Texas Travel	1,590.94	500.00
500*109 · Political Action Committee	0.00	500.00
500*110 · Board Meetings		
Board Travel and Hotel	2,096.99	
Board Meals	447.98	
500*110 · Board Meetings - Other	0.00	5,000.00
<b>Total 500*110 · Board Meetings</b>	<b>2,544.97</b>	<b>5,000.00</b>
500*111 · Scholarship Fund	0.00	500.00
500*112 · Life Members	288.00	500.00
500*114 · Bank Fees		
Merchant Services	924.50	700.00
<b>Total 500*114 · Bank Fees</b>	<b>924.50</b>	<b>700.00</b>
500*116 · Webservices	3,980.90	5,000.00



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10:45 AM  
12/09/21  
Cash Basis

**TX APCO**  
**Profit & Loss Budget vs. Actual**  
January through December 2021

	Jan - Dec 21	Budget
<b>500*117 · Operating Expenses</b>		
General Office Supplies	1,359.50	700.00
Postage	-370.20	700.00
Software	725.24	650.00
<b>Total 500*117 · Operating Expenses</b>	<b>1,714.54</b>	<b>2,050.00</b>
<b>500*119 · Donations</b>		
TERT	651.02	1,000.00
Benevolence	1,595.06	1,400.00
<b>Total 500*119 · Donations</b>	<b>2,246.08</b>	<b>2,400.00</b>
<b>500*120 · Taxes</b>		
Auditor	700.00	700.00
500*120 · Taxes - Other	700.22	700.00
<b>Total 500*120 · Taxes</b>	<b>1,400.22</b>	<b>1,400.00</b>
<b>500*121 · Executive Council</b>		
	0.00	500.00
<b>Total Expense</b>	<b>64,519.51</b>	<b>49,400.00</b>
<b>Net Income</b>	<b>-5,629.02</b>	<b>0.00</b>