



Texas Chapter of the Association of Public Safety Officials International

Texas APCO General Meeting Minutes

June 28, 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, Cindy Bridges-Logan

Not Present: Jeremy Hill, Dustin Alexander

Call to Order

President Roderick Jackson called the meeting to order at 10:29 am.

Minutes

Each member was provided a copy of the May 12th meeting minutes. Lauren made a motion to approve the minutes. Tamara seconded the motion.

Treasurer's Report

Lauren provided all members a copy of the current budget. (attached) Lauren is still working on getting the conference finances completed. Kelle Hall has been working with David Townsend from the conference center. There were several hotel rooms that were not paid for by attendees, and those rooms were put on the TXAPCO bill. Members discussed this, and Shantelle suggested we bill those attendees for their rooms. Board members discussed sending a letter on official TXAPCO letterhead notifying the attendees' agencies that their bill was outstanding. Some of NENA's award winners are on the TXAPCO bill as well.

New Business

Star Chapter: The website manager Star Chapter has been renewed for another year. Star Chapter does allow money to be collected through the website. Lauren will look into how to do this. Lauren has to



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take a course certification in order to take payments for conference. Mandi made a motion to use Star Chapter to collect funds. Shantelle seconded the motion.

Sunshine Fund: The Public Safety Conference silent auction made a total profit of \$1940. TXAPCO will receive \$970 of that which will go directly to the Sunshine Fund. Our current Sunshine Fund has budgeted \$500 for gifts. A request has been made to TXAPCO by Kelle Hall for a donation for Garland PD Communications Manager Sammye Hall. She was diagnosed with ALS. Shantelle made a motion to send Sammye Hall a \$500 donation. Cindy seconded the motion.

Uvalde PD: Members discussed whether to donate more to Uvalde PD financially and/or with time and items. Roderick personally delivered a Tote of Love on June 10th. Members agreed to contact Uvalde PD in 6 months and see if TXAPCO can assist with training issues.

Tom Sorley Scholarship: Roderick has been contacted by Florida APCO to create a scholarship named after Tom Sorley. Tom was a Life Member of TXAPCO. He passed away in 2018. He began his career in Texas, worked in Florida, and lived in Texas at his time of death. He was very involved in the technical world of public safety. Roderick was notified that a previous board member had agreed to create a joint scholarship in Tom's name by both Texas and Florida's APCO chapters. After discussion, board members decided to keep scholarships and name-sake scholarships narrowed to Texas residents. Roderick will contact Florida APCO.

Old Business

Totes of Love: The topic, reasoning behind, and current policy of Totes of Love was shared with Tamara. Cindy suggested including a laminated sheet with the instructions for the totes and the TXAPCO gmail address inside the totes. In review of delivering a Tote of Love to Uvalde PD, Roderick suggested we wait a bit longer to deploy them after a major event. Members discussed simply delivering the totes and leaving them with the agency instead of having the tote move on to a new location. A new tote and items would need to be purchased.

TXAPCO Scholarship: Beth suggested opening a TXAPCO scholarship for people who have never attended the spring conference. The board had previously paying lodging and registration for the spring conference. Beth had previously recommended providing \$2000 towards lodging and registration, but a decision was not made. Currently TXAPCO offers a conference scholarship for both the spring and the fall conferences. Beth suggested we reimburse the agency of the scholarship winner. If that person is from a small agency who cannot afford the costs, our treasurer will communicate with them to fund the trip. Beth made a motion to cover up to \$2000 for whatever costs need covered for the scholarship winner-hotel, travel, registration. Cindy seconded the motion. There is currently a form in our policy



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manual to complete and send to the TXAPCO gmail account. Tamara suggested we use a code during registration for the winner to register. Lauren advised she would work with the winner one on one to complete the purchases.

Vendor Scholarship/Sponsorship: Cindy was contacted by Jakori with Rapid SOS about vendors being able to assist in scholarship funding. He suggested adding a \$25 fee to current vendor sponsorships. The fee would help with scholarships. He did write up a proposal last year. Roderick suggested we talk with the NENA board about it. Roderick suggested something could be created on our website to donate funds. Beth suggested we offer to put the IP's logo on our website for their donation. We could mention the vendor while giving out the scholarship; we could also acknowledge them during the conference. Roderick suggested to table this for a later date.

International Conference in Anaheim:

Tx Night out has \$5000 from Rapid Deploy. Rapid SOS wants to match or beat that amount. It will be on Sat, Aug 6th from 7:30-9:30. Each attendee will get two drink vouchers, then it will be a cash bar. There will be 3 food bars. The total cost is around \$11,000.

The TXAPCO Board members are staying at the Anaheim Marriott. Roderick is still looking for a place close to the convention center for the Board dinner. The dinner will be Monday, Aug 8th at 6:30 pm. Roderick will email the details once they are lined out. Ground transportation looks pricey; Cindy is looking into a shuttle.

Roderick, Shantelle, and Beth will be at the CCAM breakfast. Cindy has RSVP'd, but she was put on a standby list. Dustin was not present to say if he was attending or not. Lauren will look into getting board members registered for the Distinguished Achiever's Breakfast on Tues morning from 8-10.

TXAPCO/TXNENA TC Deployment Team

The events in Uvalde have shown a need for a response team when there is not a declaration of emergency. The Dallas area has a regional program in place already. TXAPCO and TXNENA boards need to discuss requirements and policies for the team along with what incidents will the team(s) be deployed. Beth suggested including retirees and former TC's that are employed with vendors as part of the teams. An agency approval letter would need to be submitted and kept on file. The TERT protocol could be followed and adjusted. Roderick suggested we table the discussion and meet with TXNENA board members to discuss further.

Texas Public Safety Conference MOU's will be reviewed by TXAPCO and TXNENA board members tomorrow, June 29th.

Fall Training Symposium: The contract has been signed. Calls for papers is opened until June 30th. The event is being pushed on social media and PS Connect. We do need session instructors. There are only 4



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submissions to date. Cindy has not made concrete plans for the food as of yet. There is a need for “interns” to learn how to put on Tx Night out, so someone else can do it in the future. Rapid SOS and other vendors have asked what exactly they get out of sponsoring the fall conference. The Board discussed allowing vendors to do sessions. It was decided they would be allowed to.

Supervisor/Director Day: Having a day designated for supervisors/directors during the spring conference was suggested. Roderick suggested we speak to the TXNENA Board about it. Beth suggested we add this to the fall conference as well. Cindy suggested we add a supervisor/director tract for future conferences.

Awards: Roderick needs volunteers for the awards committee. Mandi, Lauren, Shantelle, and Tamara volunteered. Roderick asked if another award category was needed. TXNENA has more categories than TXAPCO. Roderick suggested we recommend joining our awards. We will talk to the TXNENA Board during our joint meeting. Beth made a motion to combine the awards. Shantelle seconded the motion.

Committee Reports:

Membership/Communications: Mandi reports she has some recruits for the MOD Squad. They will be utilized for the Totes of Love. She also wants to do something at the fall conference, but she isn't sure what yet. Mandi suggested TXAPCO needs pamphlets or something to hand out to members during conferences. Cindy suggested having a session at the fall conference outlining what TXAPCO is and scholarship opportunities. Beth does webinars the 1st Wed of the month for Commercial Electronics. She always recommends checking with National APCO and NENA for scholarships. Mandi suggested a once a year mailing campaign where TXAPCO mails out a small gift like logo stickers and a thank you letter to members. A short 'what is TXAPCO' video cld be created for social media.

Legislative: Jeremy was not present. He did previously recommend for everyone to research Transform 911. 9-1-1 Goes to Washington is Feb 26-March 1st, 2023. 9-1-1 Goes to Austin is March 19-21, 2023.

Education/Training: Kellie has not received anything from Robbie.

Tech: Erik Mayville and Steven Gorena did not have anything to submit.

Presidential Update: Erik Richardson with the Woodlands Fire Dept was on the National ProCHRT (Professional Communications Human Resources) Committee and wants to start something in Texas through TXAPCO. He was supposed to be present today, but could not attend. The committee helps with pay averages, human resources, and etc. Roderick wants to start this committee. Ideally a Board Member would be chair, and Erik would be co-chair.



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Chapter Life Member: It has been suggested to make Kelle Hall a Chapter Life Member. Kellie made a motion for Kelle Hall to be a Chapter Life Member. Lauren LyBrand seconded the motion.

PS Connect: Roderick cannot access the PS Connect website to archive documents. Cindy doesn't know how to give Roderick permission. She isn't sure how she was able to before. She will look into it.

Newsletter: Members discussed the newsletter being an antiquated form of communication. The social media platforms might provide a better connection with younger members, but older members still read the newsletters. Roderick suggested we table this discussion for a later date.

By-Laws: Roderick suggested each Board member needs to read over the by-laws and provide feedback.

TXAPCO SWAG: Roderick suggested creating challenge coins. They could be purchased through our website if the purchasing process is provided through Star Chapter.

Dates: 2023 Texas Public Safety Conference in Galveston April 3-5, 2023
National NENA in Grapevine June 17-22, 2023.

Beth motioned for the meeting to be adjourned. Lauren seconded the motion.
Meeting adjourned at 2:48 pm.



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3:05 PM
06/26/22
Accrual Basis

TX APCO
Profit & Loss Budget vs. Actual
June 1 - 26, 2022

	Jun 1 - 26, 22	Budget
Income		
Transferred from General Funds	0.00	2,022.22
Uncategorized Income	0.00	0.00
Beginning Balance	0.00	0.00
500-100 · Job Postings	0.00	21.67
500-101 · TX Public Safety Joint Conf		
Raffle Baskets	0.00	0.00
500-101 · TX Public Safety Joint Conf - Other	0.00	1,444.45
Total 500-101 · TX Public Safety Joint Conf	0.00	1,444.45
500-102 · National Member Dues	667.70	1,227.78
500-103 · Fall Conference		
TX NENA Fall Conference Income	0.00	0.00
Registration	0.00	0.00
Sponsors	0.00	0.00
500-103 · Fall Conference - Other	0.00	0.00
Total 500-103 · Fall Conference	0.00	0.00
500-104 · TX APCO Booth Sales	0.00	21.67
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	0.00	86.67
Sponsorship	0.00	0.00
TNO Sponsors - Other	0.00	0.00
Total TNO Sponsors	0.00	86.67
500-105 · Sponsorships - Other	0.00	0.00
Total 500-105 · Sponsorships	0.00	86.67
500-106 · APCO National Conference Host	0.00	0.00
500-114 · Bank Fee Reimbursements	0.00	0.00
500-115 · Savings Interest	0.00	0.00
Total Income	667.70	4,824.46
Expense		
Merchant deposit fees	0.00	0.00
Insurance	0.00	54.17
Uncategorized Expense	0.00	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	-62.10	36.11
Awards	0.00	216.67
Board Dinner	-824.87	36.11
Door Prizes	0.00	0.00
Board Travel and Hotel		
Board Registration	0.00	115.55
Board Travel and Hotel - Other	0.00	288.89
Total Board Travel and Hotel	0.00	404.44
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	0.00	0.00
Tuesday Night Event Gifts	0.00	0.00
Security	0.00	0.00



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10:05 PM

6/26/22

accrual Basis

TX APCO
Profit & Loss Budget vs. Actual
 June 1 - 26, 2022

	Jun 1 - 26, 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	-886.97	693.33
500*103 - Fall Training Conference		
Board Travel/Hotel	0.00	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	0.00	0.00
Venue	0.00	0.00
Door Prizes	0.00	36.11
500*103 - Fall Training Conference - Other	0.00	216.67
Total 500*103 - Fall Training Conference	0.00	252.78
500*104 - Booth Inventory	0.00	0.00
500*106 - National APCO Conference		
National Conf Give Aways	0.00	101.11
Board Conference Registration	440.00	223.89
Board Travel/Hotel	399.97	541.67
Board Dinner	0.00	36.11
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	8,965.50	72.22
Door Prizes	0.00	36.11
500*106 - National APCO Conference - Other	0.00	0.00
Total 500*106 - National APCO Conference	9,805.47	1,011.11
500*107 - Misc Texas Travel	0.00	36.11
500*108 - Misc Out-of-State Travel	0.00	0.00
500*109 - Political Action Committee	0.00	36.11
500*110 - Board Meetings		
Board Travel and Hotel	0.00	144.45
Board Meals	0.00	36.11
500*110 - Board Meetings - Other	0.00	180.55
Total 500*110 - Board Meetings	0.00	361.11
500*111 - Scholarship Fund		
CPE	0.00	0.00
500*111 - Scholarship Fund - Other	0.00	36.11
Total 500*111 - Scholarship Fund	0.00	36.11



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PM
6/22
Annual Basis

TX APCO
Profit & Loss Budget vs. Actual
June 1 - 26, 2022

	Jun 1 - 26, 22	Budget
500*112 - Life Members		
APCO Membership	0.00	0.00
Conference Registration	0.00	0.00
500*112 - Life Members - Other	0.00	21.67
Total 500*112 - Life Members	0.00	21.67
500*113 - Communications	0.00	0.00
500*114 - Bank Fees		
Cubalmart	0.00	0.00
Merchant Services	0.00	72.22
Square Inc.	0.00	0.00
500*114 - Bank Fees - Other	0.00	0.00
Total 500*114 - Bank Fees	0.00	72.22
500*116 - Webservices	0.00	361.11
500*117 - Operating Expenses		
Reserve	0.00	671.67
Equipment	0.00	0.00
General Office Supplies	0.00	72.22
Board Training	0.00	0.00
Dallas Storage W/Documents	0.00	0.00
Mail forwarding Service	0.00	0.00
Postage	0.00	21.67
Software	0.00	0.00
Sunshine Fund	0.00	0.00
500*117 - Operating Expenses - Other	0.00	0.00
Total 500*117 - Operating Expenses	0.00	765.56
500-118 - Training		
Training Expenses	0.00	0.00
Travel Expenses for Trainer	0.00	0.00
500-118 - Training - Other	0.00	577.78
Total 500-118 - Training	0.00	577.78
500*119 - Donations		
Totes of Love	0.00	36.11
TERT	0.00	72.22
Benevolence	0.00	144.45
500*119 - Donations - Other	0.00	0.00
Total 500*119 - Donations	0.00	252.78
500*120 - Taxes		
Auditor	0.00	57.78
500*120 - Taxes - Other	0.00	54.17
Total 500*120 - Taxes	0.00	111.95
500*121 - Executive Council		
Misc/Other	0.00	0.00
Travel Expenses	0.00	0.00
500*121 - Executive Council - Other	0.00	180.55
Total 500*121 - Executive Council	0.00	180.55
65000 - Payroll Expenses	0.00	0.00
66900 - Reconciliation Discrepancies	0.00	0.00
Total Expense	8,918.50	4,824.45
Net Income	-8,250.80	0.01



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