



Texas Chapter of the Association of Public Safety Officials International

Texas APCO Meeting Minutes

March 10, 2022

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, Beth English, Jeremy Hill, Mandi Jones, Lauren LyBrand, Dustin Alexander

Absent: Robbie McCormick

**Call to Order**

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

**Minutes**

Roderick made a motion to accept the Feb 16 meeting minutes. Beth seconded the motion.

Due to a technical error, the January meeting minutes have been recreated. This recreation was done in March via email in which all attendees submitted input from notes and memory.

**Financials**

Lauren sent out the 2022-2023 proposed budget via email. It needs to be approved for next year. (see attached) All the conference expenses have come out. Currently there is \$126,286.03 in the budget. That includes training being paid for. Roderick made a motion to approve the proposed 2022-2023 budget. 2<sup>nd</sup> by Jeremy.

**Old Business**

Committee Reports:

**Communications:** Mandi is posting all the award nominees on social media. The award winners have been selected:



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TC Team of the Year-Austin PD: Nancy Hoyt, Erica Roberts, Megan Stephen, Valerie Barrios, Stephen Jones, Christian Davis, Roxana Zamora, Michael Tuller, Krista DeJute

Supervisor of the Year-Lauren Belvin, League City PD

TC of the Year: Kari Roldan-Bell County

Technical Professional of the Year: Andrew Saucedo- Williamson County Emergency Communications

Trainer of the Year: Stephanie Blackburn-Denton County Sheriff's Office

Training: Robbie has the TXAPCO sponsored training, Bullying in the Comm Center, set for March 25 at the North Central Texas Communications 9-1-1 Dist. It is free for members. 6 people have registered so far.

Technical report: Erik Mayville sent an article to Cindy. She posted it on Facebook and PS Connect.

CCAM: Beth reports there have been some issues w/charges they have received. They have requested some badges, and they were charged for 2 extra people. She has been working on correcting that. Dustin does not have anything. According to the conference floor plan, there will be good attendance from vendors. Roderick reports one vendor has dropped off. The CCAMs have a critical role in the conference IP floor plan. They help ensure two competitors aren't sitting next to each other. At the conference they will engage with other industry partners.

Presidential Update: Totes of Hope: All board members voted on design 4 for the logo of the totes. It was submitted by Patti Davis. Cindy advised the individual decals were too detailed, and would be hard to print. Cindy has reached out to Patti, and Patti has sent back a few less detailed samples. The TX APCO logo will be added on the other side of the tote. Cindy will bring them to conference supplied with lists of what goes in them and the policy of when to use them.

Award Winners: Kelle Hall advised the past TXAPCO winners have had the Tuesday night event, Tuesday night hotel, and Wednesday awards ceremony costs covered. TX NENA pays for TC of the Year, Public Educator of the Year, Trainer of the Year, Operations Professional of the Year, Kid Hero, and Supervisor of the Year (6 awards total). We need to put in our policy manual that we will pay up to XX amount for team members that come on behalf of the team. We need to discuss reimbursement of agencies that have already paid. Mandi makes a motion to cover expenses for the Tuesday night event, Tuesday night hotel room, and Wednesday awards luncheon for the TX APCO award winners and for no more than 4 team members of the TC Team of the Year. Roderick seconds the motion. Cindy asks Beth to write up a policy for the covered expenses for the policy manual.

Sunshine Fund: The silent auction money from the conference goes into the Sunshine Fund.



## Texas Chapter of the Association of Public Safety Officials International

RPL Scholarship: CEO Responder Counseling reached out to Cindy to provide funds for an RPL scholarship. The cost of RPL is \$995. Board members agree to accept a scholarship sponsored by CEO Responder Counseling. Cindy has to reply to CEO Responder Counseling we are willing to accept the sponsorship. The RPL class is put on 3 times a year and lasts one year. Roderick suggests we have an application process and is willing to develop the application. Jeremy suggests it's better to have CEO Responder Counseling develop the application process and select the winner. Roderick asks are we as TX APCO going to sponsor an RPL scholarship. Board members agree to table this discussion for a later date. Roderick makes a motion for CEO First Responder to sponsor a scholarship for an RPL candidate. Mandi seconds the motion.

Conference: Items are still needed for the silent auction. Cindy reports Balloteer is up and running for the voting at conference. Angela Bowen from the national board will be present at the general meeting during conference to do the Texas chapter board induction.

Cindy needs to know who wants to present awards. All Board members are willing to assist in the awards ceremony. Cindy asks if we also are supplying certificates for the nominees. Board members agree posting the nominees on social media is a good way to recognize them, and paper certificates are not necessary.

International Conference: April 4 is early bird registration for National APCO in Anaheim. Let Lauren know if you're planning on attending ASAP.

Texas Night Out: Robbie has officially shared she will be resigning from her agency, and she is moving to Georgia. She is the 2<sup>nd</sup> VP right now. That spot will be open. Robbie's official resignation date is April 11<sup>th</sup>. This board will be inducted before then. Roderick will appoint a new member to the 2<sup>nd</sup> VP. The new 2<sup>nd</sup> VP will be responsible for Texas Night.

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

Meeting adjourned at 11:03 am.



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4:15 PM  
03/01/22  
Cash Basis

**TX APCO**  
**Profit & Loss Budget Performance**  
January 1 through March 1, 2022

	Jan 1 - Mar 1, 22	YTD Budget	Annual Budget
<b>Income</b>			
Transferred from General Funds	4,741.97	4,741.97	28,000.00
Uncategorized Income	0.00	0.00	
Beginning Balance	0.00	0.00	
500-100 · Job Postings	50.81	50.81	300.00
500-101 · TX Public Safety Joint Conf			
Raffle Baskets	0.00	0.00	
500-101 · TX Public Safety Joint Conf - Other	3,387.06	3,387.06	20,000.00
<b>Total 500-101 · TX Public Safety Joint Conf</b>	<b>3,387.06</b>	<b>3,387.06</b>	<b>20,000.00</b>
500-102 · National Member Dues	2,879.00	2,879.00	17,000.00
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	
<b>Total 500-103 · Fall Conference</b>	<b>0.00</b>	<b>0.00</b>	
500-104 · TX APCO Booth Sales	50.81	50.81	300.00
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	203.23	203.23	1,200.00
Sponsorship	0.00	0.00	
TNO Sponsors - Other	0.00	0.00	
<b>Total TNO Sponsors</b>	<b>203.23</b>	<b>203.23</b>	<b>1,200.00</b>
500-105 · Sponsorships - Other	0.00	0.00	
<b>Total 500-105 · Sponsorships</b>	<b>203.23</b>	<b>203.23</b>	<b>1,200.00</b>
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	
<b>Total Income</b>	<b>11,312.88</b>	<b>11,312.88</b>	<b>66,800.00</b>
<b>Expense</b>			
Merchant deposit fees	0.00	0.00	
Insurance	127.02	127.02	750.00
Uncategorized Expense	0.00	0.00	
Void	0.00	0.00	
Inquiry	0.00	0.00	
Misc	0.00	0.00	



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<b>500*101 - Joint Public Safety Conference</b>			
Appreciation Gifts	84.64	84.64	500.00
Awards	508.06	508.06	3,000.00
Board Dinner	84.64	84.64	500.00
Door Prizes	0.00	0.00	
Board Travel and Hotel			
Board Registration	271.00	271.00	1,600.00
Board Travel and Hotel - Other	677.45	677.45	4,000.00
<b>Total Board Travel and Hotel</b>	<b>948.45</b>	<b>948.45</b>	<b>5,600.00</b>
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	
Speaker			
Speaker Travel/Hotel	0.00	0.00	
Speaker - Other	0.00	0.00	
<b>Total Speaker</b>	<b>0.00</b>	<b>0.00</b>	
Technical Services	0.00	0.00	
To be reimbursed	0.00	0.00	
500*101 - Joint Public Safety Conference - Other	0.00	0.00	
<b>Total 500*101 - Joint Public Safety Conference</b>	<b>1,625.79</b>	<b>1,625.79</b>	<b>9,600.00</b>
<b>500*103 - Fall Training Conference</b>			
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	
<b>Total Speakers</b>	<b>0.00</b>	<b>0.00</b>	
Supplies	0.00	0.00	
Venue	0.00	0.00	
Door Prizes	84.64	84.64	500.00
500*103 - Fall Training Conference - Other	508.06	508.06	3,000.00
<b>Total 500*103 - Fall Training Conference</b>	<b>592.70</b>	<b>592.70</b>	<b>3,500.00</b>
500*104 - Booth Inventory	0.00	0.00	



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500*106 · National APCO Conference			
National Conf Give Aways	237.06	237.06	1,400.00
Board Conference Registration	525.03	525.03	3,100.00
Board Travel/Hotel	1,270.16	1,270.16	7,500.00
Board Dinner	84.64	84.64	500.00
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	169.39	169.39	1,000.00
Door Prizes	84.64	84.64	500.00
500*106 · National APCO Conference - Other	0.00	0.00	
Total 500*106 · National APCO Conference	2,370.92	2,370.92	14,000.00
500*107 · Misc Texas Travel	84.64	84.64	500.00
500*108 · Misc Out-of-State Travel	0.00	0.00	
500*109 · Political Action Committee	84.64	84.64	500.00
500*110 · Board Meetings			
Board Travel and Hotel	338.68	338.68	2,000.00
Board Meals	84.64	84.64	500.00
500*110 · Board Meetings - Other	423.42	423.42	2,500.00
Total 500*110 · Board Meetings	846.74	846.74	5,000.00
500*111 · Scholarship Fund			
CPE	0.00	0.00	
500*111 · Scholarship Fund - Other	84.64	84.64	500.00
Total 500*111 · Scholarship Fund	84.64	84.64	500.00
500*112 · Life Members			
APCO Membership	0.00	0.00	
Conference Registration	0.00	0.00	
500*112 · Life Members - Other	50.81	50.81	300.00
Total 500*112 · Life Members	50.81	50.81	300.00
500*113 · Communications	0.00	0.00	
500*114 · Bank Fees			
Cubesmart	0.00	0.00	
Merchant Services	169.39	169.39	1,000.00
Square Inc.	0.00	0.00	
500*114 · Bank Fees - Other	0.00	0.00	
Total 500*114 · Bank Fees	169.39	169.39	1,000.00



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500*116 · Webservices	846.74	846.74	5,000.00
500*117 · Operating Expenses			
Reserve	1,575.00	1,575.00	9,300.00
Equipment	0.00	0.00	
General Office Supplies	169.39	169.39	1,000.00
Board Training	0.00	0.00	
Dallas Storage W/Documents	0.00	0.00	
Mail forwarding Service	0.00	0.00	
Postage	50.81	50.81	300.00
Software	0.00	0.00	
Sunshine Fund	0.00	0.00	
500*117 · Operating Expenses - Other	0.00	0.00	
<b>Total 500*117 · Operating Expenses</b>	<b>1,795.20</b>	<b>1,795.20</b>	<b>10,600.00</b>
500-118 · Training			
Training Expenses	0.00	0.00	
Travel Expenses for Trainer	0.00	0.00	
500-118 · Training - Other	1,354.81	1,354.81	8,000.00
<b>Total 500-118 · Training</b>	<b>1,354.81</b>	<b>1,354.81</b>	<b>8,000.00</b>
500*119 · Donations			
Totes of Love	84.64	84.64	500.00
TERT	169.39	169.39	1,000.00
Benevolence	338.68	338.68	2,000.00
500*119 · Donations - Other	0.00	0.00	
<b>Total 500*119 · Donations</b>	<b>592.71</b>	<b>592.71</b>	<b>3,500.00</b>
500*120 · Taxes			
Auditor	135.45	135.45	800.00
500*120 · Taxes - Other	127.02	127.02	750.00
<b>Total 500*120 · Taxes</b>	<b>262.47</b>	<b>262.47</b>	<b>1,550.00</b>
500*121 · Executive Council			
Misc/Other	0.00	0.00	
Travel Expenses	0.00	0.00	
500*121 · Executive Council - Other	423.42	423.42	2,500.00
<b>Total 500*121 · Executive Council</b>	<b>423.42</b>	<b>423.42</b>	<b>2,500.00</b>
66000 · Payroll Expenses	0.00	0.00	
66900 · Reconciliation Discrepancies	0.00	0.00	
<b>Total Expense</b>	<b>11,312.64</b>	<b>11,312.64</b>	<b>66,800.00</b>
<b>Net Income</b>	<b>0.24</b>	<b>0.24</b>	<b>0.00</b>