



Texas Chapter of the Association of Public Safety Officials International

Texas APCO General Meeting Minutes

May 12, 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: Cindy Bridges, Roderick Jackson, Shantelle Oliver, Robbie McCormick, Lauren LyBrand, Mandi Jones, Greg Ballentine, Beth English, Dustin Alexander, Jeremy Hill

Not Present: Kellie Hayney

Call to Order

President Roderick Jackson called the meeting to order at 1:03 pm.

Minutes

Mandi emailed the General Meeting Minutes from the Galveston Conference to all members for review. Shantelle motioned to approve the minutes. Cindy seconded the motion.

Mandi emailed the last regular meeting minutes from March 10 to all members. Cindy made a motion to approve the minutes. Jeremy seconded the motion.

Mandi emailed the closed session meeting minutes from April 6 at the Hilton. Cindy motioned to approve the minutes. Shantelle seconded the motion.

Treasurer's Report

Lauren emailed all members a copy of the June 1-May 12, 2022 budget. (attached) She is still having issues with Hilton hotel charges from the Galveston conference. David Townsend has been notified. She's still waiting on the actual bill from the conference.



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Old Business:

Committee Reports

Communications:

MOD Squad-Mandi is emailing back and forth with potential members. She had a lot of positive interaction and interest during the Galveston Conference. She hopes to utilize squad members to deliver Totes of Love.

Mandi asked if general TXAPCO members can attend our monthly meetings. Jeremy advised we do have two open meetings each year. The meeting during the Public Safety Conference and the June meeting are both open to general members. Beth advised we post the minutes for members to review anytime they wish. Shantelle suggested maybe offering a 3rd open meeting. Cindy pointed out general attendees would not be able to vote on issues. Beth updated everyone that TXNENA did open up their meetings for everyone. Beth suggested we open up the meetings, but have an executive period for voting and making decisions. Maybe we could have a set time period each meeting for TXAPCO members who have signed up beforehand to speak on whatever topic they wish to address. Board members discussed whether there would be enough time to inform TXAPCO members the June general business meeting would be open and have members sign up to speak during it. Mandi made a motion to set aside a designated time during the June meeting for TXAPCO members to speak. Roderick suggested we table the discussion for now until the organization of such meeting can be figured out.

Social Media-Roderick advised we need more traffic on the YouTube channel. Cindy suggested Kellie and Tamara both create introduction videos for the YouTube channel. Roderick receives motivational quotes each day. He would like to post those.

Training:

Robbie provided Kellie with a lot of information. Kellie was not present for an update.

Executive Council: Jeremy advised he would be transitioning out of the health/wellness committee, and Melissa would be the new chair. The co-chair is unknown. The committee is gaining ground. A health/wellness challenge coin was created and presented to APCO, but it was declined. APCO did not approve of an outside sponsor. Transform 911 is the big topic right now. APCO is not on board as of now. Many people have not yet heard of Transform 911. Jeremy suggests all board members do some research and learn about what it is.

Board members had previously discussed increasing the Executive Council travel budget. It's currently \$2500. Roderick wants to send representatives to 9-1-1 Goes to Washington. Jeremy suggested to send two. Jeremy thinks the \$2500 would not be enough for two people to go. If we also



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send people to 9-1-1 Goes to Austin, we would need to increase the budget more. Cindy agreed with sending Jeremy to Washington. She suggests if anyone else goes, it needs to be the President or the VP. The \$2500 is already set aside in the Executive Council travel budget. The additional funds could come out of the TXAPCO Board travel expenses. Jeremy would speak for national and Roderick would speak for state representation.

International APCO Conference in Anaheim:

Lauren almost has everyone registered; she is still working on Tamara. Everyone needs to let Lauren know if they're going as soon as possible. If attending, look over the flights, so she can get those scheduled before the prices increase more. Roderick asks if we want to have a board meeting at the conference. Historically we have had one. Roderick is looking for a place for the TXAPCO Board dinner. The board discussed having Texas Night Out Saturday or Sunday. The conference starts on Sunday. Shantelle made a motion to have Texas Night Out on Saturday. Tamara seconded the motion. The previous budget was \$20,000. Shantelle made a motion for the Texas Night Out budget to be \$20,000. Tamara seconded the motion. The board discussed charging for non-members. Roderick says charging for them made keeping up with attendees easier and guest entry easier at the last TX Night Out. The tentative start time is 6:30 pm, but will ultimately depend on the venue.

New Business

Fall Symposium/Training Conference:

The Fall Symposium will be Oct 2 in Denton at the Embassy Suites. Roderick says we need to approve a budget. Kelle Hall advised the last symposium was around \$10,000. Shantelle thinks we need to increase that due to inflation. Cindy says sponsors helped offset the costs of the last symposium. Lauren suggested we wait to see what TXNENA is going to provide before we set a budget. Cindy says we cannot wait that long because that will not leave enough time to plan. Cindy makes a motion to provide the historical amount of \$10,000 to get a stand up amount for now. That amount can be increased later if need be. Shantelle seconded the motion. Volunteers will be needed.

June General Business Meeting:

The joint TXAPCO and TXNENA meeting will be held June 27. The TXAPCO general business meeting will be June 28th. Both meetings will be in Arlington at the North Central Texas Communications Center. Tentative start time for both meetings is 10 am. A joint Board dinner will be at Papadeaux at 6pm. Roderick is working on obtaining a private area. Lauren has worked with Cindy McGraw to get rooms at the Hilton near Six Flags. 2401 E Lamar, Arlington.

Additional Committees:



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Roderick suggests creating a legislative committee to keep up with what's going on in the legislature. Jeremy nominates Tamara. Tamara accepts.

Official Documents:

Roderick asks between PS Connect and the TXAPCO website, which documents do we want to store where. Shantelle remembers a meeting in which it was discussed to post our minutes on PS Connect. We could make a folder specifically for each year. Roderick tried to create that, but he did not have permissions. Shantelle advised she also did not have permissions. Roderick will reach out for help.

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

President Roderick Jackson adjourned the meeting at 2:13pm.



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10:26 AM

05/12/22

Accrual Basis

TX APCO
Profit & Loss Budget vs. Actual
 June 1, 2021 through May 12, 2022

	Jun 1, '21 - May 12, 22	Budget
Income		
Transferred from General Funds	0.00	10,236.58
Uncategorized Income	2,976.31	0.00
Beginning Balance	0.00	0.00
500-100 · Job Postings	300.00	109.68
500-101 · TX Public Safety Joint Conf		
Raffle Baskets	0.00	0.00
500-101 · TX Public Safety Joint Conf - Other	0.00	7,311.80
Total 500-101 · TX Public Safety Joint Conf	0.00	7,311.80
500-102 · National Member Dues	20,672.82	6,215.03
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	109.68
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	1,200.00	438.71
Sponsorship	0.00	0.00
TNO Sponsors - Other	19,700.00	0.00
Total TNO Sponsors	20,900.00	438.71
500-105 · Sponsorships - Other	950.00	0.00
Total 500-105 · Sponsorships	21,850.00	438.71
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	55,799.13	24,421.48
Expense		
Merchant deposit fees	0.00	0.00
Insurance	0.00	274.19
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	1,422.47	182.77
Awards	4,340.96	1,096.77
Board Dinner	1,892.73	182.77
Door Prizes	0.00	0.00
Board Travel and Hotel		
Board Registration	2,550.00	584.97
Board Travel and Hotel - Other	6,745.18	1,462.39
Total Board Travel and Hotel	9,295.18	2,047.36
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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	Jun 1, '21 - May 12, 22	Budget
Speaker		
Speaker TravellHotel	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	18,517.99	3,509.67
500*103 · Fall Training Conference		
Board TravellHotel	0.00	0.00
Board Dinner	0.00	0.00
Catering	0.00	0.00
Speakers		
Speaker TravellHotel	0.00	0.00
Speakers - Other	0.00	0.00
Total Speakers	0.00	0.00
Supplies	153.99	0.00
Venue	0.00	0.00
Door Prizes	0.00	182.77
500*103 · Fall Training Conference - Other	0.00	1,096.77
Total 500*103 · Fall Training Conference	153.99	1,279.54
500*104 · Booth Inventory	0.00	0.00
500*106 · National APCO Conference		
National Conf Give Aways	1,419.00	511.80
Board Conference Registration	2,553.00	1,133.36
Board TravellHotel	8,143.38	2,741.94
Board Dinner	252.58	182.77
Speaker		
Speaker TravellHotel	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	31,749.82	365.62
Door Prizes	0.00	182.77
500*106 · National APCO Conference - Other	0.00	0.00
Total 500*106 · National APCO Conference	44,117.78	5,118.26
500*107 · Misc Texas Travel	1,416.03	182.77
500*108 · Misc Out-of-State Travel	0.00	0.00
500*109 · Political Action Committee	0.00	182.77
500*110 · Board Meetings		
Board Travel and Hotel	2,077.00	731.16
Board Meals	447.98	182.77
500*110 · Board Meetings - Other	0.00	914.00
Total 500*110 · Board Meetings	2,524.98	1,827.93
500*111 · Scholarship Fund		
CPE	0.00	0.00
500*111 · Scholarship Fund - Other	0.00	182.77
Total 500*111 · Scholarship Fund	0.00	182.77



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	Jun 1, '21 - May 12, 22	Budget
500*112 · Life Members		
APCO Membership	192.00	0.00
Conference Registration	0.00	0.00
500*112 · Life Members - Other	0.00	109.68
Total 500*112 · Life Members	192.00	109.68
500*113 · Communications	0.00	0.00
500*114 · Bank Fees		
Cubesmart	0.00	0.00
Merchant Services	1,187.40	365.62
Square Inc.	0.00	0.00
500*114 · Bank Fees - Other	0.00	0.00
Total 500*114 · Bank Fees	1,187.40	365.62
500*116 · Webservices	2,496.95	1,827.93
500*117 · Operating Expenses		
Reserve	0.00	3,400.00
Equipment	0.00	0.00
General Office Supplies	1,362.66	365.62
Board Training	0.00	0.00
Dallas Storage W/Documents	0.00	0.00
Mail forwarding Service	0.00	0.00
Postage	-485.00	109.68
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	953.42	3,875.30
500-118 · Training		
Training Expenses	0.00	0.00
Travel Expenses for Trainer	0.00	0.00
500-118 · Training - Other	3,750.00	2,924.71
Total 500-118 · Training	3,750.00	2,924.71
500*119 · Donations		
Totes of Love	139.47	182.77
TERT	651.02	365.62
Benevolence	429.46	731.16
500*119 · Donations - Other	0.00	0.00
Total 500*119 · Donations	1,219.95	1,279.55
500*120 · Taxes		
Auditor	700.00	292.45
500*120 · Taxes - Other	0.00	274.19
Total 500*120 · Taxes	700.00	566.64
500*121 · Executive Council		
Misc/Other	0.00	0.00
Travel Expenses	0.00	0.00
500*121 · Executive Council - Other	0.00	914.00
Total 500*121 · Executive Council	0.00	914.00
66000 · Payroll Expenses	0.00	0.00
66900 · Reconciliation Discrepancies	0.00	0.00
Total Expense	78,368.25	24,421.33
Net Income	-22,569.12	0.15



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