

**Nebraska APCO/NENA Meeting Minutes**  
**December 13, 2017 at 9:00 am**  
**University Police Department-RM109**  
**300 N 17th Street, Lincoln NE / or dial in (402) 472-6292**

- I. Call to order
  - a. Executive Board (EB) Members In attendance; Kimberly Kuszak, Marilyn Gable, Megan Witherspoon, Neil Miller (phone), Stacen Gross (phone)
  - b. Other Members in attendance; Ryan Wineteer, Jim Ediger,
  
- II. Approval of minutes from last meeting- October 25, 2017
  - a. A motion was made by Marilyn Gable and seconded by Megan Witherspoon that the minutes from the October 25<sup>th</sup>, 2017 business meeting be approved as written. Motion passed.
  
- III. Budget Update
  - a. Marilyn Gable presented the treasurer's report.
    - i. Account balance -\$16,260.83
    - ii. Pending conference registration deposit - \$717.00
    - iii. Outstanding conference registration fees - \$478.00
  - b. A motion was made by Kimberly Kuszak and seconded by Megan Witherspoon to approve the treasury report. Motion passed.
  
- IV. Old Business
  - a. Nothing to report.
  
- V. Adoption of the new by-laws
  - a. The amended NE APCO NENA Bylaws to establish a Nebraska APCO/NENA Lifetime Member Status were presented as published in the meeting invite that was sent to the membership on Friday December 1, 2017. A motion was made by Megan Witherspoon and seconded by Marilyn Gable to approve the amended bylaws as written. Motion passed.
  
- VI. New business-
  - a. Awards and Scholarship Committee Chair
    - i. As described in the existing bylaws, an Awards and Scholarship Committee will be formed to manage all of the training requests and will work with the EB for approvals. At this time, the EB is looking for an Awards and Scholarship Committee Chair. Any current member in good standing that is interested in filling this role, should contact Kimberly Kuszak by January 1, 2018 via [kkuszak@sarpy.com](mailto:kkuszak@sarpy.com). Submissions shall include a letter of interest and Biography.
    - ii. The EB will review applications and the Nebraska APCO/NENA President will appoint the Chair in January of 2018.

- b. Training Money Request Form
  - i. Discussed the training budget and explained how the EB has allocated funds for future funding requests.
  - ii. Kimberly Kuszak reviewed the new *Training Money Request Form*, Ryan Wineteer suggested to add the disclaimer on the form regarding the stipulation that while funds are set aside for EB Members to attend Conferences, and they are eligible to apply for additional funds, they may not use dual funding for the same training opportunity.
  - 1. Example; EB Members are allotted \$600 each for National Conference attendance. They may apply for additional funds that are open to all other members, and if accepted, will not be able to “stack” the monies for the same National Conference attendance.
  - iii. Megan Witherspoon requested we look at setting aside funds for annual TERT training.
  - iv. Megan Witherspoon also requested that the EB give preference to funding requests that would bring trainer/classes to the area for group training rather than sending one or two people out of state for individualized training.
- c. Information from NESCA
  - i. First Vice President, Troy Cordle suggested that NESCA offer a scholarship to an APCO/NENA member for attendance at their conference. The scholarship would cover conference registration, not hotel. The APCO NENA EB will be able to decide how the scholarship is awarded.
  - ii. A discussion with the NESCA board regarding this partnership would be a great way for NESCA & Nebraska APCO/NENA to work together on shared training opportunities.
- d. 1<sup>st</sup> Vice President Vacancy
  - i. Jordan Dick has resigned his position at the Buffalo County Sheriff’s Office and resigned his position as 1<sup>st</sup> Vice President on the Nebraska APCO/NENA EB.
  - ii. Dick’s resignation leaves a vacancy. According to bylaws, the APCO/NENA President must appoint a replacement. Any current member in good standing that is interested in filling this role, should contact Kimberly Kuszak by January 1, 2018 via [kkuszak@sarpy.com](mailto:kkuszak@sarpy.com). Submissions shall include a Letter of Interest, Declaration of Candidacy, and Biography.
  - iii. The EB will review applications and the Nebraska APCO/NENA President will appoint the 1<sup>st</sup> Vice President in January of 2018.

VII. 2018 Conference Update

- a. Kimberly Kuszak advised that she was nominated as the 2018 Conference Chair and has asked Jessica Loos (UPD) to Co-Chair.
- b. There is expected to be more focus on electronic submissions for Registration and Call for Papers this year.
- c. The Committee assigned to work on the theme is working on a few ideas but are not ready to share yet.
- d. Conference Planning will be managed via *Basecamp* software.

VIII. Adjournment

- a. An invitation for a Business Meeting in June 2018 will be sent after the first of the year.