



CALNENA Executive Board Meeting Minutes April 9, 2019

Board of Directors	
President	Sherri Rinkel
1 st Vice President	Lee Ann Magoski
2 nd Vice President	Don Jones
Commercial Vice President	Alicia Caddy
Commercial Vice President	Peter Fink
Treasurer	Mark Chase
Secretary	Rosa Ramos
Immediate Past President	Paul Troxel
Meeting Date/Start Time:	April 9, 2019 at 1000 hours
Meeting Location:	Conference Call

1. Attendance			
Attendance	Name		
X	Sherri Rinkel		
X	Lee Ann Magoski		
X	Don Jones		
X	Alicia Caddy		
X	Peter Fink		
X	Mark Chase	X = In Attendance	
X	Rosa Ramos	NP = Not Present	
X	Paul Troxel		
2. Agenda Items			
<ol style="list-style-type: none"> 1. Sherri/Lee Ann: Thank you Lee Ann for creating the Google docs space to keep our online storage. 2. Sherri/Rosa: Thank you Rosa for the roster of Board members/contacts and having it posted on the website. 3. Sherri/Rosa: Thank you Rosa for the Agenda template. We can create a folder in Google docs with one for each upcoming conference call/meeting dates and add agenda items to each respective date. 			



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4. Sherri/Paul: Thank you Paul for updating the minute-by-minute agenda. I put it in the CALNENA MCTE 2020 folder so we have it as a template for next year.
5. Sherri/Don: Thank you for the communication to the membership and the survey monkey/results. Don to send out a Dispatcher Appreciation Week email to the membership.
6. Sherri: Vendors survey/input
7. Paul: Emcee script?
8. Alicia: Fall 2019 Meeting
9. Paul: Pictures from Tiffany
10. Sherri: May 13th meeting 0830-1630 hours via conference call or in person at Folsom Police Dept., 46 Natoma St., Folsom CA 95630
11. Sherri: President's message
 - a. Thank you letters – prior and current Board
12. Mark: Treasurer update
13. Don: POST Dispatcher Advisory Council meeting update
14. Board discussion items
 - a. CALNENA bylaws
 - b. On boarding process
15. Don: AB 911
16. Lee Ann: SB 438

Follow-up needed:

1. **Paul: Emcee script**
2. **Lee Ann: Guidebook instructions**

3. Minutes



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Topics:

1- 3 CALNENA Google Doc drive was created with our agenda/meeting minute templates. We will be using the Google Doc drive to store our CALNENA documentation. The E- board will review the drive as a group on May 13th as there are questions regarding its operability. Roster posted on website.

4 - Paul updated the master schedule for 2020 MCTE - we will be utilizing this document as a foundation for next year's event and will be updating the document as we begin conference planning

5 - 25% participation rate from attendees. The average time spent completing the survey was about 5 minutes. We appreciate the membership feedback as it was full of thoughtful responses which we will incorporate into future conference planning.

Don will be sending out an email to the membership in celebration of Dispatcher Appreciation Week.

6 - E-board will review vendor survey results at the May 13th E-board Meeting. Most noted issue was the Temperature challenges within the Vicino room.

7- MC Script - the E-board will be creating a master script that will include Action items i.e. treasurer report, ENP recognition, opening ceremony etc. The board agreed that utilizing a paid emcee would not be cost effective for the membership. Having the E-board maintain the role of emcee will allow the membership to work with the E-board and give the E-board the opportunity to better serve the membership.

8 - Alicia is waiting on a few RFP's for possible NorCal hosting locations for our upcoming Fall meeting (late October, early November).. Focus is centered around the Napa, SF area. Obstacles were discussed regarding holding a Fall meeting in Norcal. Things to consider are Traffic as well as cost. Per Alicia, we had the largest attendance in the Palm Springs area and so she will also review locations in the Downtown Palm Springs area and the previous location.

9 - Rosa will be updating the website with MCTE photos in the next few days.

10 - The CALNENA E-board meeting scheduled for May 13th can be in person or via webex. those attending in person will need to report to Folsom PD - 46 Natoma Street, Folsom CA

11- The board will review draft letters that will be distributed to the membership updating them on CALNENA's projects for the year as well as Thank you letters to both current and past E-board members.

Due to time constraints - items 12 - 16 and Fall keynote speaker will be discussed during our May 7th conference call



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4. Meeting Adjourned - 11:05