

APCO Board Meeting
July 24th, 2008
Roxboro, NC

Present

Mike Reitz
Marsha Withrow
Jeryl Brown
Frank Thomason
Grayson Gusa
Randy Surratt
Ed Conran
Janet King
Tammy Watson

Absent

Beth Smith
Judy Capparelli
Glen Parnell

President Mike Reitz called the meeting to order. Frank Thomason and Grayson Gusa were able to attend via conference call.

State Conference Next Year

Marsha Withrow and Jeryl Brown visited the hotel in Wilmington where the conference has been held in the past. The hotel in Wilmington has been remodeled and looks great. There is a new steakhouse as well as a Starbucks on site. Registration can still be in the same location but with less room. All of the rooms have been remodeled and now have flat screen televisions. However, the ballrooms/vendor space has not been remodeled. Jeryl advised the hotel can accommodate 52 booths if the walkways outside the ballrooms are utilized.

For the conference this year Jeryl advised there are 19 paid vendors with 20 more that have sent in paperwork but have not paid for a total of 39.

Sea Trails holds 60+ vendor spaces – 63 on the inside with ample room to extend out if needed.

Marsha pointed out that the members did not like Sea Trails last year because the facility is so spread out. This is a plus for Wilmington.

If the vendor space in Wilmington does need to spread out into the walkways they can be sold for more and advertised as a premium spot due to the increased foot traffic of those going in and out of the vendor hall.

There are pluses and minuses for both sides. Sea Trails is not really near anything. The Hilton can give us an excellent room rate with a signed two-year contract. In Wilmington people can walk to the restaurants and bars near the hotel as opposed to driving, which is a safety issue.

The board came to an agreement to go back to Wilmington.

Marsha suggested that after this they might make a case for Concord as a location.

Member Survey

The member survey that was suggested last year by NENA has been tabled for now.

Strategic Governance Initiative

Frank Thomason advised he had a couple of responses from members on the state board. Frank has no concerns with 501c(3). The governance structure has positives and negatives. Today Frank advised he is on the fence. Opinions are split about 50/50 with other chapters as well. Marsha advised the makeup of the board and the power the board will have gives her reason for pause. Frank confirmed that other chapters have problems with this as well. Another question that has been brought up is 'Why the rush?' and this has been debated back and forth. Frank advised there will definitely be a quorum vote at the national conference. He has placed an article in the current issue of PSAP News that posted to the website this morning. There will be two votes one on the 501c(3) and the second on the governance issue. The chapter is not required to take any votes or formal action at this time.

Letter from Terry Yates supporting NCSUN's position on the NPSTC Standard Channel Nomenclature

The board is in agreement to support this as a chapter. Marsha pointed out that we are going to have to support this because the whole point of this is interoperability. The Charlotte UASI region, which consists of Mecklenburg and 10 other counties, is in support. President Reitz advised this would be a chapter vote.

East Cost Regional Conference

Marsha wants to establish some cost points – registration fees for attendees, vendors, and closing banquet –

This year in South Carolina the registration fee for attendees was \$200.00. Marsha suggested the registration fee for attendees be set at \$250.00. Day passes should be expensive enough attendees can't pay per day instead of the full registration fee.

When Virginia Beach was the host, they charged \$850-\$900/vendor. During the national conference the fees for vendors are as follows - \$2,050 10 X 10 for members, \$2,250 10 x 10 for non-members, \$50 premium for exposed corner for aisle tables, \$200.00 premium for island booth. Marsha advised that in 2006 Virginia Beach charged \$975.00. Jeryl suggested \$1200/vendor. Randy agreed suggesting our vendor fees be at least that of South Carolina or higher.

Sprint/Nextel has donated some radio control cars and is trying to get some racing apparel that can be used as door prizes. Door prizes can be given at the National Conference this year in Kansas City and next year in the Pocanos.

Marsha presented the banner made for the conference to the board and shared the pin design.

Marsha has named the following conference chairs –
Vendor Chair – Beth Smith

Finance Chair – Susan Waddell
Program Chair – Jeryl Brown
General Arrangements/Entertainment Chair – Robbie
Registration Chair – Tammy Watson
Volunteer Chair – Mike Reitz

The following conference chairs are still needed:

Publicity/PR Chair
Family Program Chair
Transportation Chair
Security Chair (This position may not be necessary)

Grayson advised he will assist with the website for the conference.

NC APCO will have a booth at the conference in Kansas City promoting the East Cost Regional conference in Concord. Susan Waddell and Jennifer Freeman will be accompanying Marsha to Kansas City to work the booth. They will be attending a class on Sunday. Attendees at the class will get reimbursed for their airfare and one nights hotel stay. So, volunteers are needed to work the booth on Sunday from 11:00 to 5:00 (2 hour time slots). One person is signed up for the first two hours but 5 other people are needed. Frank advised he will work from 11-4. (The first general business session is from 4-5) Handouts will also be given out about the hotel and conference along with the pins. The Justice Academy is printing the brochures at no charge and will possibly pay for shipping as well.

Attendees can begin to make hotel reservations in April 2009 by phone or over the internet. The hotel is assigning the event a group code.

Marsha may need to come before the board and request more funds. 7,000 pins are \$4,000.00. The East Coast Conference account started with a balance of \$10,000 and will have less than \$5,000.00 left.

The CFD Pipes and Drums band will perform and the Concord Honor Guard will assist during the opening ceremony Monday night.

Sprint/Nextel may have their racecar and driver there.

Marsha would like to organize a progressive dinner in downtown Charlotte and would also like to have an outing/event at the Nascar museum.

CVENT

This is a software program that has been looked at by Marsha and several others as well as members of the NENA board. It assists with planning conferences and will save time and money. The NC NENA board advised that it was too expensive for them at this time. The cost is \$4,000.00/year (\$2,000.00 per chapter). The software will send out email blasts to cut some of the mailings that are sent out. Mike advised that close to \$900.00 was just spent on pamphlets

and postcards. This software could be used for the state conference, east cost regional, Jeryl's conference and for our meetings. Jeryl stated that based on what package you choose, you only have x number of registrations. Registrations can be done online with this software and would allow both chapters to get rid of their credit card machines. Nothing special is needed to post the Instructor photos/bios. Marsha suggested APCO pay 2/3 of the cost since NENA does not benefit from the east coast regional conference or Jeryl's conference. Jeryl advised they are having a July promotion that could be taken advantage of if a decision can be made by next Thursday. Frank and Grayson advised they like the features as well. It was agreed to discuss the software with the NENA board.

ID Card/Photo Printer

The printer used to make id cards for conferences in the past has blown a pixel. The cost to repair the printer is \$900.00. The cost for a new printer is \$1200.00. The printer is not needed for the conference in September since photos will not be on the id cards. The next step is to figure out what to do with the equipment.

Washington Chapter Sunshine Fund Challenge

This is a benevolent fund to assist telecommunicators. Ann Russo with national sent out a challenge to other chapters to donate \$2,000.00. Washington will match the \$2,000.00 donation. Frank advised this fund has been in place for a while. President Reitz suggested the chapter send the \$2,000.00 but it was agreed that more information needs to be gathered about this and Marsha suggested it be publicized in North Carolina more. Any chapter that pledges prior to August 1st gets recognized at the Blue & White Galla.

Training/Conferences

President Reitz suggested that training be looked at and more regional training be provided. Agencies are cutting back on conference travel. Chapter needs to make sure we are accomplishing what we want to accomplish.

President Reitz concluded the meeting by suggesting increasing the use of conference calls for board meetings, etc.

Respectfully submitted,

Tammy Watson, ENP