



Meeting called to order at 11:00 am by Jeffrey Rodrigues.

Introductions: Jeffrey Rodrigues, CCPOA President, Nita Ulloa, CCPOA Vice President, Victor Zavalla, CCPOA Southern Chapter President, Steve McCoy, Mountain View PD & Region 11 Assistant Director, Sally Hencken, Attorney General's Office, Crime & Violence Prevention Center, Jette Selberg, Rohnert Park Public Safety & Region 12 Director, Robin Valencia, CCPOA Membership Coordinator/Web Mistress, Tina Shook, CCPOA CFO.

Sally Hencken, our liaison to the Attorney General's office, wanted to know:

- What can government do to support programs?
- What does CCPOA need from the AG's office (excluding money)?
- Is Neighborhood Watch all operated the same?
- Input regarding printed materials and programs.

Sally indicated that the decision making process on what programs to support is determined by the current AG's priorities, and that each program specialist is developing a plan to bring to Nancy Matson. Gangs are a big issue right now and money is available from OES for gang programs. There was a discussion on the COPS program. CCPOA members indicated that updated general crime prevention/personal safety materials are needed and that materials are needed in Spanish. Also, that there is a need for other agencies (like the Dept. of Consumer Affairs, etc.) to make information available to CP personnel.

Sally encouraged CCPOA to have a voice for crime prevention programs and state money. Sally is also updating the SafeState.org website, but everything has to be ADA compliant and may take some time.

Nita mentioned the need for realty safety and Sally suggested forging a partnership with real estate boards to provide funding for this type of program. CCPOA's problem is that we don't have the staff to forge these relationships or look for funding. Sally also suggested approaching OES to provide training for Victim/Witness personnel.

Jette Selberg brought information about the Crime Free Multi-Housing Train the Trainer conference Region 12 is hosting April8-10, 2008 in Fairfield. Region 12 was concerned they did not have enough in the regional account to cover the costs.

A motion was made by Nita and seconded by Victor that the Northern Chapter pay up to \$3600 for facility expenses for the Region 12 Crime Free Multi-Housing training and that funds would be reimbursed to the Northern Chapter by Region 12 from any proceeds of the training. Motion was approved.

Jeff asked Jette to see if a community college was needed to ensure class was Post certified.



September Meeting Minutes (9/4/2007 and 9/7/2007) were approved. M/Nita, S/Tina

2008 CCPOA Annual training Conference – September 17-19 at the Sacramento Doubletree Hotel

Jeff indicated that contract has been signed with hotel and that Kurt McCray will be the conference chair. Still in need of a conference co/vice-chair. Responsibilities will be divided among northern regions as follows:

- Region 10 – Registration chair
- Region 11 – Exhibitor/Vendor chair
- Region 12 – Logistics chair
- Region 13 – (Jeff) training chair

Suggested theme is, “Crime Prevention – A Capital Idea”

Jeff is planning on sending out a ‘call for papers’ to other agencies. We will post on website and send to NCPD and AG’s office. He would like to incorporate public art, lighting, etc. as a public safety tool.

Art Hushen from NICP will come and there will be a crime free multi-housing breakout, and Rad Kids program. Aiming for training tracks like done in San Mateo.

Steve McCoy indicated that the exhibitor ball is just getting rolling.

Jeff indicated that vendors/exhibitors need information in January and that Save the Date cards also need to go out then. Need to know ASAP what meals cost.

Treasurer’s Report – Tina went over profit and loss and balance sheet reports generated from QuickBooks. All transactions have been entered up to the Nov. 8th bank statement, however, many transactions were entered in the miscellaneous category because Robin did not have activity sheets to properly categorize them. Tina has given Robin additional activity sheets and will get from the regional treasurers any additional activity sheets that are needed.

- Audit Update: Tina was told by CPA that the only reason we would want an audit is if the association felt there had been fraudulent activity. An audit could cost up to \$25,000. Tina does not feel that we’ve had any fraudulent activity and that the activity reports all reflect valid transactions.
- Jeff asked if Southern Chapter would be satisfied if we posted the last three years Profit & Loss information in the Members Only area of the website. Nita thought that would be OK.



- Jeff explained that the CFO position is the person responsible for interacting with the regional treasurers and for reviewing our finances, but that Robin has been designated to assume more of the bookkeeping responsibilities.
- Tina and Robin will work on procedures and get them in writing.

Membership Update: Robin passed out the attached membership report. Brief discussion on lack of information for corporate members/sponsors, past due members, and need for all members to accept email from 'membership@ccpoa.us.'

Lunch – broke for lunch at 1:41pm

NCPC Conference – Jeff shared information from the NCPC conference at lunch and asked for feedback about the idea of having an elected CCPOA President position that served for a three-year term.

Vice President Remarks – Nita asked that any board member who feels they have been given too much to do to please contact Jeff or Nita immediately so that they could help. Everyone on the board has full-time positions and it is understandable that these volunteer activities for CCPOA may need to take a backseat.

2007 Conference Recap – The Southern Chapter will be meeting later this month (28th) and will have final figures at that time, though we will make some money on this conference.

- Many folks were very unsatisfied with the food at the conference, and some were unhappy with the hotel. Some trainings were mis-marked and there were problems with room sizes.

Chapter Practitioner Guidelines – Jeff distributed Practitioner Award Guidelines that Susie revised. Nita will contact Susie regarding the change she would like made to the guidelines to have another region review each regions nominees. Tina reported that this worked very well in the south and eliminated any awkwardness or conflict in having to make decisions.

Board Advisor Position – M/Nita, S/Tina, approved to have Jan Sener serve at the pleasure of the board for one year as an advisor. This was discussed and agreed on at the board meeting in September but was not formally voted on at that time. This will allow for a person with lengthy CCPOA experience to advise the board.

Volunteer Membership Guidelines – Victor had been tasked with researching how other similar organizations handle volunteer members. He contacted the Arizona CPOA and they do have volunteers and other non-law enforcement members that have the same voting rights as other members. He indicated that the LA Sheriff's have about 4000 volunteers and that some do assist in CP activities.



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- Victor suggested that a volunteer can join CCPOA if recommended by a CCPOA member and is then approved by their regional director.
- Board consensus that volunteers should not hold state or regional office and that they must be recommended by CCPOA member. Victor will draft bylaw revision regarding volunteer members.
- Also need to remove business member from associate membership in bylaws. M/Tina, S/Nita

Website Updates – Robin reported that the website has been more difficult to update than anticipated, but that she has updated the state and region pages to reflect the new boards. She is also working on creating a new website that global type changes can be easily made to as the existing website would need to have each of its hundred of pages manually updated. Tina reported that the treasurers like being able to get the bank statements online. Robin submitted an invoice for 22 hours for web work.

Robin also reminded the board that she had asked them to print out the pages of the website and to give her hard copies of what changes they wanted made and to prioritize them. Since this has not yet been done, Robin has been making the decisions on what updates to do; namely the regional and board pages.

Some items on the agenda were tabled for the next meeting due to a lack of time.

Meeting Adjourned 4:05 pm – M/Vic, S/Tina, Nita

Minutes prepared by Robin Valencia