

**APCO Mid-Year Preliminary Executive Council Meeting  
Sunday, March 14, 1999 – 0830 hours (PST)  
Westin Hotel, San Diego, CA**

Agenda:

- I. Call to Order
  - II. Roll Call
  - III. Approval of Minutes
  - IV. Regulatory Update
  - V. Consent Agenda
    - A. Annual APCO Conference Host Chapter Subsidy
    - B. Annual APCO Conference Manual
      - B1. Annual APCO Conference Site Selection Procedure
    - C. APCO Employee Pension Plan Modifications
    - D. APCO 1998-1999 Budget Adjustments
    - E. APCO Dues Adjustments
    - F. Public Safety Communications Professionals Proposed Titles
    - G. APCO Proposed Logo Change
  - VI. Other Business
  - VII. Adjourn
- Long Range Planning Exercise

**APCO**  
**AGENDA ITEM COVER PAGE**

AGENDA ITEM NUMBER: 1

SUBJECT: Call to Order

ACTION  INFORMATION

PRESENTED BY: President Jack Keating

BACKGROUND:

EXISTING POLICY:

DISCUSSION:

RECOMMENDATION:

**APCO**  
**AGENDA ITEM COVER PAGE**

AGENDA ITEM NUMBER:        2

SUBJECT:   Roll Call

ACTION   X   INFORMATION                   

PRESENTED BY:   DED John Ramsey

BACKGROUND:

EXISTING POLICY:

DISCUSSION:

RECOMMENDATION:

## EXECUTIVE COUNCIL ROLL CALL

SAN DIEGO  
March 13 & 14, 1999

Chapter	Represented by
Alabama	Patricia Hall
Alaska	Douglas Robinson
Arizona	Don Pfohl
Arkansas	Ron Gatewood
Atlantic	Michael Mangini
Aust/N Z	James G. J. Allen
Canada	James D. Fraser
Caribbean	
Colorado	Brent Finster
Commercial	Joe Gallelli*
CPRA	Garrett Mayer
Florida	Barry Luke
Georgia	Richard Roley
Great Britain	Claire Wise
Idaho	Stan Passey
Illinois	Gregg Riddle
Indiana	Don Kottlowski
Iowa	Gary Stevens
Kansas	Mary Messamore
Kentucky	Richard Payne
Louisiana	Willis Carter
Michigan	Rebecca Shatney *

Mid-Eastern	Richard Reynolds
Minnesota	Nancy Pollock
Mississippi	David Wilson
Missouri	John Hart*
Montana	
Nebraska	
Nevada	Sandy Waide
New Mexico	Elijia Robinson
North Carolina	Frank Thomason*
North Dakota	Rick Hessinger
Northern Calif	Ron Allison
Ohio	Lynne Feller
Oklahoma	Lex Rutter
Oregon	Roxann Brown
Pacific	Melvin Morris
Pennsylvania	Jay Groce
South Carolina	Fred Thompson
South Dakota	Mark Mills*
Tennessee	David Wolfe
Texas	Wanda McCarley*
Utah	Carol Groustra
Virginia	Steve Souder
Washington	Mildred Tirapelle
West Virginia	David Saffel
Wisconsin	Kent Kruger
Wyoming	Bill Smith

President	Jack Keating
President-elect	Joe Hanna
1st Vice President	Lyle Gallagher
2 <sup>nd</sup> Vice President	Glen Nash
Past President	Joe McNeil
	Marilyn Ward
Ex Officio	Chris Bevevino

\*Indicates **New Members** of the Executive Council

**APCO**  
**AGENDA ITEM COVER PAGE**

AGENDA ITEM NUMBER: 3

SUBJECT: Approval of Minutes

ACTION  INFORMATION

PRESENTED BY: President Jack Keating

BACKGROUND: A draft of the minutes from August 1998 are attached.

EXISTING POLICY:

DISCUSSION:

RECOMMENDATION: Approve minutes with corrections as needed.

**Draft Copy**  
**Do not copy, cite or distribute**  
APCO Executive Council Meeting  
August 9, 1998  
Albuquerque, NM

This meeting was dedicated to the memory of Jack Woods, former APCO Controller.

1. **Call to Order:** Meeting was called to order by President Joe McNeil at 8:35 a.m. MDT.
2. **Roll Call:** Deputy Executive Director John Ramsey called the roll. See attached.
3. **Approval of Minutes from January 25, 1998:** A **motion** was made by Gregg Riddle to accept the minutes as printed. Mary Messamore **seconded** the motion and the motion **carried**.
4. **Site Selection:** A presentation was given by each of the bidding cities. A vote was taken by secret ballot and Indianapolis, IN was selected to host the APCO Conference and Exposition in 2003. Mary Messamore **moved** to destroy the ballots. David Wolfe **seconded**. Motion **carried**.
5. **1998-99 Budget:** Garrett Mayer **moved** to accept the budget as presented. Kent Krugger **seconded** the motion. Motion **carried**.

**Regulatory Update:** Item carried over from Saturday. APCO Counsel Bob Gursb briefed the council on the regulatory activities of APCO.

**7. New Headquarters Building:**

**Background:** A proposed resolution was presented to the Executive Council. The resolution read as follows:

RESOLUTION  
OF  
THE EXECUTIVE COUNCIL  
OF  
ASSOCIATION OF PUBLIC SAFETY  
COMMUNICATIONS OFFICIALS-INTERNATIONAL, INC.

In conjunction with the convening of the Annual Conference, a regular meeting of the Executive Council of the ASSOCIATION OF PUBLIC-SAFETY COMMUNICATIONS OFFICIALS-INTERNATIONAL, INC. [the "Association"] was held on August 9, 1998, in the City of Albuquerque, NM. The following is an excerpt of action taken at that meeting.

## Draft Copy

### Do not copy, cite or distribute

On motion duly made, seconded, and passed by the requisite affirmative votes, the following resolution was adopted, in accordance with the Constitution and Bylaws of the Association.

RESOLVED that the Board of Officers of the Association is authorized and directed to take the following actions:

1. Approve the immediate sale by the Association of the APCO Headquarters Building, at 2040 South Ridgewood Avenue, South Daytona, Florida, for a total purchase price of \$640,000 in accordance with the Contract for Sale and Purchase dated July 29, 1998, between the Association and CerBurg Enterprises, Inc.
2. Approve the lease of a suitable site for the construction of a new APCO headquarters Building in the Greater Daytona Beach Area, providing for the payment of annual ground rent which shall not exceed \$40,000 for the base year, providing for occupancy within the next 18 to 30 months.
3. Approve such contracts as may be necessary for the design, construction, landscaping, furnishing, and financing (including mortgage-backed, tax-exempt bond financing) of a new APCO Headquarters Building containing approximately 20,000 square feet and having a total acquisition cost (including fixtures, furniture and equipment) of not more than \$2.0 million.
4. Approve the borrowing of such funds as are necessary to pay the difference between the net proceeds from the sale of the old APCO Headquarters Building and the total acquisition cost of the new facility or \$2.0 million, whichever is less.
5. Approve such other contracts for consulting, legal, accounting, and other professional services as may be necessary or desirable to accomplish the actions set forth above.
6. This resolution shall take effect immediately.

IN WITNESS WHEREOF, as Secretary to the Executive Council, I do certify that the foregoing resolution of the Council was duly adopted on the date and place stated above and that the resolution has not been amended or modified, this 9<sup>th</sup> day of August, 1998.

**Motion** made by Garrett Mayer to accept the proposal to purchase a new APCO Headquarters building. Gregg Riddle **seconded** the motion. Discussion ensued and ED Bevevino fielded questions.

Brent Finster **moved** to amend item 1 to read as follows: Approve the immediate sale by the Association of the APCO Headquarters Building, at 2040 South Ridgewood Avenue, South Daytona, Florida, for a minimum total purchase price of \$600,000. Vic Miles **seconded** the motion. Motion **carried**.

## Draft Copy

### Do not copy, cite or distribute

Don Pfohl **moved** to amend item 2 to read as follows: Authorize the Board of Officers the discretion to lease a suitable site for the construction of a new APCO Headquarters Building in the Greater Daytona Beach Area, providing for the payment of annual ground rent which shall not exceed \$40,000 for the base year, providing for occupancy within the next 18 to 30 months. After discussion, Don Pfohl **withdrew** his motion.

Joe Blair **moved** to strike the words "and directed" in the Resolved section of the resolution. Motion **seconded** by Garrett Mayer. Motion **carried**.

Motion **carried** to approve the Resolution as amended.

8. **Policy Manual Changes: Motion** made by Roxann Brown to approve the policy manual changes. Kent Krugger **seconded** the motion. A change in the 30 Day Rule will be updated to reflect the current policy of notification. Motion **carried**.

9. **Resolution on Senior Class Designation Modifications:**

Background: The following resolution was presented to the Executive Council: Article I, Section 4.4.4, "Senior Membership grade is approved by the Board of Officers upon presentation of the resolution and sufficient documentation of qualifications to merit the award."

**Motion** made by Kent Krugger to recommend for approval the Resolution to the Quorum. Motion **seconded** by Nancy Pollock. Motion **carried**.

10. **Life Member Nominations:**

**Background:** Nominations for Life Memberships for the following people were presented: Weldon Joe Blair, Norman R. Coltri, Joseph McNeil. Dr. Henry Richter, Paul Salter, and Vincent R. Stile. It was determined that these candidates meet the requirements for Life Membership.

**Motion** was made by Michael Mangini to approve the nominations. Motion **seconded** by Garrett Mayer. Motion **carried**.

6. **Qualified Defined Contribution Pension Plan:**

Background: The following Resolution was presented to the Council.

**RESOLUTION  
OF  
THE EXECUTIVE COUNCIL  
OF  
ASSOCIATION OF PUBLIC-SAFETY  
COMMUNICATIONS OFFICIALS-INTERNATIONAL, INC.**

In conjunction with the convening of the Annual Conference, a regular meeting of The Executive Council of the ASSOCIATION OF PUBLIC-SAFETY COMMUNICATIONS OFFICIALS-INTERNATIONAL, INC. [the "Association"]

## Draft Copy

### Do not copy, cite or distribute

was held on August 9, 1998, in the City of Albuquerque, NM. The following is an excerpt of action taken at that meeting.

\* \* \*

On motion duly made, seconded, and passed by the requisite affirmative votes, the following Resolution was *adopted*, in accordance with the Constitution and Bylaws of the Association:

**WHEREAS** the Executive Council agrees in principle that APCO should have a defined contribution pension plan consisting of 8% of salary expense and a Board of Officer directed discretionary contribution to a 401(k) plan of up to 2% of salary expense.

**RESOLVED** that the Board of Officers of the Association is authorized and directed to take the following actions:

1. Establish a pension reserve beginning 1 October 1998.
2. Present a financial review and a financial year-end projection at the 1999 mid-year Executive Council Meeting and make a recommendation regarding the adoption of the plans defined above. If approved, the plans will be retroactive to 1 October 1998.

**IN WITNESS WHEREOF**, as Secretary to The Executive Council, I do certify that the foregoing resolution of the Council was duly adopted on the date and place stated above and that the resolution has not been amended or modified, this 9th day of August, 1998.

**Motion** was made by Lex Rutter to accept the Resolution. Gregg Riddle **seconded** the motion. Motion **carried**.

#### 11. Action on any other issues from Saturday discussion:

First VP Joe Hanna **moved** to approve the actions recommended of the CALEA/APCO task force. Motion **seconded** by Marilyn Ward. Motion **carried**.

President Elect Jack Keating **moved** to recommend that the Executive Council authorize the Board of Officers to survey the APCO membership to determine its views concerning the desirability of merging with NENA and to continue to explore the possibilities for such a merger. **Seconded** by Garrett Mayer.

**Motion** made by Steve Souder to amend the motion to read as follows:  
That the Executive Council authorize the Board of Officers to survey the

## Draft Copy

### Do not copy, cite or distribute

APCO membership to determine its views concerning the desirability of a more formal affiliation with NENA. Motion **seconded** by Patricia Hall. Motion **carried**.

**Motion** made by Joe Blair to amend the amendment to read as follows: That the Executive Council authorize the Board of Officers to survey the APCO membership to determine its views concerning the desirability of a more formal affiliation with NENA and to continue to explore such possibilities based on the results of the survey. **Seconded** by Garrett Mayer. Motion **carried**.

Motion to accept the recommendation of President Elect Keating as amended **carried**.

Michael Mangini requested the report of the Conference Audit Committee and the minutes from the Executive Council meeting, which denotes the changes in the report, be made available to the Executive Council.

#### 12. Other Business:

First VP Joe Hanna reported to the Executive Council the activities of AFC and AFC AdComm.

Second VP Lyle Gallagher reported on the activities of the Institute and Institute AdComm.

The strategic planning committee/building committee will be comprised of:  
Mary Messamore  
David Wolfe  
Steve Souder  
Mildred Tirapelle

David Swann, from the Illinois Chapter, informed the Executive Council on the APCO Historical Collection.

The Executive Council thanked and praised President Joe McNeil for his service this past year.

13. **Recess:** Kent Krugger **moved** to recess the meeting. Garrett Mayer **seconded**. The motion **carried**. The Meeting recessed at 1:30 p.m. MDT.

## EXECUTIVE COUNCIL ROLL CALL

Albuquerque, NM  
August 9, 1998

Chapter	Represented by	In attendance
Alabama	Patricia Hall	X
Alaska	Douglas Robinson	
Arizona	Don Pfohl	X
Arkansas	Ron Gatewood	X
Atlantic	Michael Mangini	X
Aust/NZ	James G. J. Allen	X
Canada	James D. Fraser*	X
Caribbean		
Colorado	Brent Finster	X
Commercial	Bob Brown	X
CPRA	Garrett Mayer	X
Florida	Barry Luke	X
Georgia	Richard Roley	X
Great Britain	Claire Wise	X
Idaho	Stan Passey	
Illinois	Gregg Riddle	X
Indiana	Don Kottowski	X
Iowa	Garry Stevens	X
Kansas	Mary Messamore	X
Kentucky	Richard Payne	X
Louisiana	Peter Carruso (sub)	X
Mexico	Lauro Lopez Sanchez	
Michigan	Rebecca Shatney (sub)	X
Mid-Eastern	Richard Reynolds	X
Minnesota	Nancy Pollock	X
Mississippi	David Wilson	X
Missouri	Vic Miles	X
Montana	Ron Haraseth	X
Nebraska	Ronald Lehms	
Nevada	Sandy Waide	X
New Mexico	Elijia Robinso*	X
North Carolina	Marcia Simmons	X
North Dakota	Rick Hessinger	
Northern California	Ron Allison	X
Ohio	Lynne Feller	X
Oklahoma	Lex Rutter	X
Oregon	RoxAnn Brown	X
Pacific	Melvin Morris	
Pennsylvania	Jay Groce	X

South Carolina	Fred Thompson	X
South Dakota	Don Phillips	
Tennessee	David Wolfe	X
Texas	Joe Blair	X
Utah	Carol Groustra	X
Virginia	Steve Souder	X
Washington	Mildred Tirapelle	X
West Virginia	David Saffel	X
Wisconsin	Kent Kruger	X
Wyoming	Bill Smith	
President	Joe McNeil	X
President Elect	Jack Keating	X
1 <sup>st</sup> Vice President	Joe Hanna	X
2 <sup>nd</sup> Vice President	Lyle Gallagher	X
Past President	Marilyn Ward	X
Past President	Ross Morris	
Ex Officio	Christopher Bevevino	X

**APCO**  
**AGENDA ITEM COVER PAGE**

AGENDA ITEM NUMBER: 4

SUBJECT: Regulatory Update

ACTION \_\_\_\_\_ INFORMATION \_\_\_\_\_ X \_\_\_\_\_

PRESENTED BY: APCO Counsel Bob Gurss

BACKGROUND:

EXISTING POLICY:

DISCUSSION:

RECOMMENDATION:

**APCO**  
**AGENDA ITEM COVER PAGE**

AGENDA ITEM NUMBER: 5A

SUBJECT: Annual APCO Conference Host Chapter Subsidy

ACTION  INFORMATION

PRESENTED BY: President Jack Keating

BACKGROUND:

EXISTING POLICY:

DISCUSSION:

RECOMMENDATION:

**APCO**  
**AGENDA ITEM COVER PAGE**

AGENDA ITEM NUMBER: 5B

SUBJECT: Annual APCO Conference Manual

ACTION  INFORMATION

PRESENTED BY: Conference and Expositions Director Ann Hashagen

BACKGROUND:

EXISTING POLICY:

DISCUSSION:

RECOMMENDATION:

**APCO**  
**AGENDA ITEM COVER PAGE**

AGENDA ITEM NUMBER: 5B1

SUBJECT: Annual APCO Conference Site Selection Procedure

ACTION  INFORMATION

PRESENTED BY: Conference and Expositions Director Ann Hashagen

BACKGROUND:

EXISTING POLICY:

DISCUSSION:

RECOMMENDATION:

**APCO**  
**AGENDA ITEM COVER PAGE**

AGENDA ITEM NUMBER: 5C

SUBJECT: APCO Employee Pension Plan Modifications

ACTION  INFORMATION

PRESENTED BY: ED Chris Bevevino

BACKGROUND:

EXISTING POLICY:

DISCUSSION:

RECOMMENDATION:

**APCO**  
**AGENDA ITEM COVER PAGE**

AGENDA ITEM NUMBER: 5D

SUBJECT: APCO 1998-1999 Budget Adjustments

ACTION  INFORMATION

PRESENTED BY: President Jack Keating

BACKGROUND:

EXISTING POLICY:

DISCUSSION:

RECOMMENDATION:

**APCO**  
**AGENDA ITEM COVER PAGE**

AGENDA ITEM NUMBER: 5E

SUBJECT: APCO Dues Adjustments

ACTION  INFORMATION

PRESENTED BY: President Jack Keating

BACKGROUND:

EXISTING POLICY:

DISCUSSION:

RECOMMENDATION:

**APCO**  
**AGENDA ITEM COVER PAGE**

AGENDA ITEM NUMBER: 5F

SUBJECT: Public Safety Communications Professionals Proposed Titles

ACTION  INFORMATION

PRESENTED BY: Steve Souder

BACKGROUND:

EXISTING POLICY:

DISCUSSION:

RECOMMENDATION:

**APCO**  
**AGENDA ITEM COVER PAGE**

AGENDA ITEM NUMBER: 6

SUBJECT: Other Business

ACTION  INFORMATION

PRESENTED BY: APCO Executive Council

BACKGROUND:

EXISTING POLICY:

DISCUSSION:

RECOMMENDATION:

**APCO**  
**AGENDA ITEM COVER PAGE**

AGENDA ITEM NUMBER: 7

SUBJECT: Adjourn

ACTION  INFORMATION

PRESENTED BY: President Jack Keating

BACKGROUND:

EXISTING POLICY:

DISCUSSION:

RECOMMENDATION: