



MINNESOTA CHIEFS OF POLICE ASSOCIATION

DEDICATED TO THE IDEALS OF PROFESSIONAL POLICING

BOARD OF DIRECTOR'S MEETING

September 15, 2016

Board Meeting 10:30 am – 1:00 pm

MCPA Headquarters

803 Old Hwy 8 NW, New Brighton, MN 55112

1. Call to Order

Vice President Mike Goldstein

2. Opening Invocation

Chaplain Dan Carlson

3. Special Guest – BCA Superintendent Drew Evans

4. Treasurer's Report

Cari Gerlicher + Susan Engel

Approve August financial report

Approve signing of checks

5. Secretary's Report

Sec. Stephanie Revering

Approve minutes from August 18, 2016

6. 2017 Budget Presentation (motion item)

Andy Skoogman + Susan Engel

7. Peer Support Program update

Professional Dev. Dir. Bob Jacobson

8. Committee Updates

a. Legislative

3rd Vice President + Leg. Committee Co-Chair Jeff Potts

Law Enforcement Coalition + POST meetings

Legislative Committee meetings/items from members

b. Professional Development

Professional Development Dir. Bob Jacobson

Advanced CLEO and Command Academy

ETI Update

Officer Leadership Development

Leadership Academy

c. Communications

Communications Director Joe Sheeran

Fall Magazine

9. Executive Director's Report

Andy Skoogman

Drug Take Back Letter update + next steps

IACP Breakfast

CISCO BETA Test

2017 Marketing Prospectus

Foundation event

10. Special Guest – MCPA Foundation President Barry Shaul

11. New Business

12. Old Business

FirstNet

Director Mike Rivsold

13. Next Meeting: October 20,2016 at 10:30 am

14. Adjourn

MCPA Board of Directors Meeting
August 18, 2016
MCPA Office, Woodbury

In Attendance:

Joe Sheeran, Eric Werner, Hugo McPhee, Dan Carlson, Bob Jacobson, Todd Sandell, Jeff Tate, Dave Bentrud, Eric Klang, Susan Engel, Andy Skoogman, Mike Risvold, Rodney Seurer, Stephanie Revering, Carrie Gerlicher, Dan Hatten, Mike Goldstein, & Mike Mastin

Meeting Called to Order:

At 1032 hours.

Agenda Additions:

None

Approval of Agenda:

Motion to approve made by Director Risvold and seconded by Past President McPhee; motion passed.

Opening Invocation, Chaplain Dan Carlson

Discussed the number of people who showed up at the protest in front of the Governor's mansion and having the positive interaction with the community and the support they have for the police departments. Dan expressed that we need to learn to heal and accept others gratitude as officers and focus on the healing.

Secretary's Report, Stephanie Revering:

Minutes from the July 21, 2016 meeting were submitted.

Motion to approve made by Director Bentrud and seconded by Past President McPhee; motion passed.

Treasurer's Report, Susan Engel/Cari Gerlicher:

As terms of revenues we are good as you can see by the line items. Management and general expenses are lower in budget because we did so well at ETI. Property and equipment is up from last year because of the video conferencing equipment. We don't expense that. At the end of the year we depreciate it. The Oppenheimer Bond Fund will have the strategic initiatives fund added as a line item so we show it as two separate line items so we are able to track it more closely.

See attached financial report for more detail.

Approve July financial report:

Motion made by Past President McPhee and seconded by Jeff Potts; motion passed.

Motion to move \$250,000 from Wells Fargo to Raymond James Money market account for FDIC purposes:

It is moving it to the same kind of investment and as we decide what we are going to do we may change some investment decisions. This is just to hold the money in place that is insured.

Discussion: Third VP Potts asked how long we plan to keep the money there. Susan said until we decide what our initiatives will be than we will bring in the money manager to assist us and he will advise us of our risk profile and timeline. It is the prudent financial thing to do and it is easy to accomplish.

Motion to move \$250,000 by VP Goldstein and seconded by Past President McPhee; motion passed.

Treasurer Gerlicher discussed ETI and the mobile app and it was money well spent along with the magazines.

Motion to approve checks:

Motion made by Director Hatten and seconded by Director Bentrud; motion passed.

President's Report, President Rodney Seurer:

Recognized Todd Sandell for his work at the MCPA as the Professional Development Director.

Also recognized Retired Chief Bob Jacobson for his retirement with the City of New Brighton.

President Seurer met with a mental health task force in Douglas County. They were hoping to commit a person and could not find a bed in Douglas County and contacted Chief Wyffels on whose responsibility it was and the person was placed in jail. It was a revolving door problem so they put this task force together. It appears that those with mental health issues in the metro area were shipped to Douglas County or other rural areas of the state.

He learned a lot from the meeting and will be bringing it back to the task force he is affiliated with. The next meeting will be in Duluth and will reach out to Chief Tuscan (Duluth PD). There are 23 items that the committee is looking at. This past meeting was a wakeup call. Everyone at the meeting has passion for each of their area of interest. He asked what the model for continuum care for mental health patients is.

They said they are going to come up with something to show the continuum of care but what the care looks like in Douglas County is different than what it looks like in the metro area. They had break out groups at the meeting and will reconvene in Duluth at the next meeting. One of the concerns is the funding yet he is confident that the task force will be able to give something to the Governor on this topic.

August 10, 2016 Executive Committee meeting recap:

Discussed the ETI mobile and Andy will talk about it. We did discuss the strategic fund initiative.

We discussed the increased costs in our ETI because of the quality of speakers. Andy commented that we want to keep it at the level we had this year because of the success and to continue that level throughout the next several years.

We discussed the peer support initiative. The last time we had a strategic planning session was 2014 and we discussed scheduling one early next summer (2017). Executive Director Skoogman asked if we should budget for that (it did cost \$10,000 last time). The plan is to show us the budget next month. Past President McPhee stated it should be up to staff and it is money well spent. Third VP Jeff Potts stated it was in Detroit Lakes and possibly doing it in conjunction with something the day before. Could we do it for less than 10,000 at Ripley? Andy said that the cost comes from the facilitator and she is a great facilitator and worth the cost. Andy suggests that we budget for the strategic planning session.

It might be difficult to get Ripley in the summer months but staff will check. Director Klang did recommend looking into another facilitator and will send Andy the contact information. Joe Sheeran commented that the last facilitator was very helpful.

Discussion on 2017 Membership meetings on “hot topics” in policing:

President Seurer stated we discussed officer involved shootings and whether or not officers should view the video or not.

Third VP Potts recommended summit style and raising the bar professionalizing law enforcement state wide. VP Goldstein stated it would be nice if Andy would facilitate that discussion and it would be a great chance for people to engage in conversation on some great topics. We wanted to try one sooner than later in the metro to see how it goes and we would have some direction. Director Jeff Tate recommended sooner the better on body cameras issue. We discussed the summit for January for the metro and out state at a later date. VP Goldstein stated in the metro some chiefs should have a presence (Minneapolis/St. Paul) and when we go out state the larger agencies need to have a presence just as the smaller agencies.

Third VP Potts was going to propose under the legislative piece was for the September 15th meeting is that we invite Drew Evans to our meeting on why he feels the way he does with regards to body cameras.

Andy stated the first step is to talk to Drew Evans about how we can come to a middle ground on this topic.

Director Werner recommended having Hennepin Sheriff's Office at the table as well since they investigate officer involved shootings also.

Peer Support Project Update

Bob Jacobson stated they are making good progress and will be set to get it out and show to the board soon. Mike Goldstein stated he has done a great job.

Committee Reports:

- **Legislative Committee, 3rd VP Jeff Potts**

Legislative Committee meeting dates and process:

First meeting will be September 22nd, second meeting will be October 27th and the third meeting will be November 10th.

Another meeting called law enforcement coalition has been set for August 25th and the meeting will have the MPPOA, Sheriff's Office, and the Executive Director of POST to see if we have common ground to have for the legislative session.

President Seurer asked for increase for training reimbursement and Jeff Potts stated that yes we will be asking that question.

VP Goldstein asked if we could include the implicit bias piece and he thinks it is palatable on both sides of the aisle. Some good trainers are popping up related to that subject and if we are looking at different ways to enhance our training topics that this could go a long way from a strategic funding piece.

Director Bentrud stated that historically the POST Board has struggled with being proactive and waiting for legislation to come out. However, some of the folks want to be more proactive with the issues. The POST Board will be looked to for recommendations on some of the training. He is asking some input from our association to shape some things when it comes to training and what it should look like. Perhaps the professional development could take on this task. And what recommendations do we have with these issues. Seeking input from the chiefs here and across the state on what the training looks like for our officers.

Director Hatten recommends looking at the SKILLS is teaching potential cops. Third VP Potts stated that Century is offering a CIT training, however, because of the lag time when the objectives and curriculum comes out. Director Bentrud stated that some people believe that all officers should have 40 hours of training yearly. We should put that on the student coming into law enforcement just as they are supposed to have a 40 hour First Responder that they have 40 hour CIT training.

Director Bentrud sees some changes coming forth with Use of Force and POST to respond to these types of questions, they are not used to answering. Third VP Potts stated the coalition meeting includes Nate Gove, Paul Schnell, Dan Hatten, Jeff Potts, and 2 Sheriffs, and MPPOA which can discuss these topics.

Executive Director Skoogman stated we did a survey regarding the training around CIT. Our membership does not have a lot of buy in with mandated CIT training, however, most of the membership agrees with some type of training every 3 years.

Third VP Potts stated they are still working on forfeiture stuff. As long as the house as republican control it won't go too far but if it shifts in November we will have to pay attention more closely. We will have to keep track in DWI forfeitures.

Third VP Potts stated we have had some people on the legislative committee who were not CLEOS and instead have fill ins. Wants to know if we are okay with limiting it to just CLEOS on the committee. Struggle with what our message is and how we will carry it forward with our own membership.

Director Hatten made a motion that they be sworn members of the association and seconded by Treasurer Gerlicher; Motion passed.

- **Professional Development, Todd Sandell/Bob Jacobson**

Advanced CLEO and Command Academy:

All set to go. The kickoff seminar is September 1st.

Officer Leadership Development:

Past President McPhee discussed that we have 42 registered right now. It will be the 3rd offering of this course and had really good reception. Sent emails to the instructors for a save the date. The evals have been very good and the instructors have been getting good scores. We will keep offering it since the subjects are relevant.

City Administrator training:

Joe said it is coming around well. In an effort to attract more people to the association we put together this working group for city administrators to understand our association and what police chiefs do. We identify 5-6 topic areas. We will now present it to the group that works directly with the cities. A lot of it is introducing us to the administrators so they know they can come to the association and not just to the League of MN Cities.

ETI 2017 (with Director Eric Werner):

We have our 3rd meeting right after this meeting. Good start for 2017. Main focus is identifying with great quality speakers. We have reached out to the Orlando chief, he was receptive but busy. We reached out to Sheriff Clark but he was busy also. Paul Schnell is contacting Bill Evans with Boston. We have some good break outs which are the officer involved shootings. We did send out a small agency survey to see what sort of break outs they would like to see.

VP Goldstein asked if the Dallas Chief would be available but we have not heard from him. Rodney told Eric knows the Chief from Baton Rouge and he will contact him.

Director Werner stated we are considering the San Bernardino Chief, Mike Keeho from Newtown, looking at Kathleen Otool from Seattle and Will Johnson from IACP. Also, Terrance Cunningham who is the IACP President but we need to figure out what we would want him to speak on Vanita Goopta on the panel with IACP.

It was also discussed to continue with the supervisor's day. Last note, these speakers are expensive. Third VP Potts stated the FBI just did training at their city hall and they did a Jamar Clark civil rights presentation and did a good job. The ETI committee has discussed this and will be reaching out for this topic. Lastly, Heather McDonald wrote the book War on Cops she is more academic and might not be well received, however, she does work with Jason Riley and we are thinking about bringing him in.

- **Communications, Joe Sheeran**

Fall Magazine:

Coming out next month. Guiding principles will be in the magazine regarding the trying times and keeping morale up in our agencies. Update from President Seurer on the mental health task force. Also a piece regarding motivating millennials. We also gave Nate Gove space to talk about initiatives they have going on at POST.

MCPA Studio space update:

It will be a professional looking background and will hopefully be done soon. It is giving us an opportunity to showcase our association.

Executive Director's Report, Andy Skoogman

CLEO Certification survey results:

At the last meeting we talked about CLEO certification based on the renewal application that was approved by the board. We conducted a survey and had 71 responses out of 320. Currently we have 37 who are certified or eligible to be certified. Andy recapped the survey and the results. There were a lot of people that said they did not have the time. We certainly can get out there and be clearer on what CLEO certification is but not sure if that is what the issue is. Director Klang commented that this is not for us that this is for the CLEOS coming behind us. Joe Sheeran stated we should market to commanders and that was discussed already. Bob Jacobson stated that this is another tool in the tool belt for our command staff. Andy commended that we were featured in the League of MN Cities magazine regarding this certification. Director Klang commented that we should stay the course.

ETI Mobile:

The executive committee talked about this a few weeks ago. We are looking to deliver some of the training for people who can't attend the conference. We did have the highest amount of registrants at this last ETI ever. How do we deliver an abbreviated version of ETI via ETI mobile? We thought about one audio, one break out session presented in the studio here and perhaps a keynote speaker that would come here and do a q and a. That small package would be available to members for a limited time after the ETI. They could login to the association website, download, and we will have proof that they did it. We have the technology to do this; we don't believe it will be a lot of work. The questions that we have to ask is how much is it

worth? Do we offer it for free at first? Andy would like to deliver the best training we can to our membership and opened it up to how we should charge.

Director Hatten asked how that gets more members to ETI. Joe Sheeran stated Andy and him asked that same question. Are the people who would want this would they come to ETI anyway? Director Hatten asked is there some way to entice them to come after the watch the abbreviated version? Third VP Potts stated he doesn't believe it is an issue to entice people to come, because if it is a 3 day issue we can't solve that, but perhaps it is a cost factor. If we are going to charge for it, it should be very cheap. Director Werner stated there is some opportunity here to get people interested, but to be cautious with giving away the package for free when we are spending a lot of money on good speakers.

VP Goldstein suggested piloting this to see what happens and then we will know if it is worth the effort.

Director Hatten said, to do a pilot, what will be the cost for this? Joe stated if you want to put a paywall up it would be a low cost, just staff time. We discussed just starting with the breakout session.

Motion made by Director Werner to support the ETI mobile with the expectation to bring back the cost. Seconded by Treasurer Gerlicher; Motion passed.

Foundation Fundraiser (August 24):

They have sold 19 tables thus far and Shakopee Midwatken stepped up as a sponsor. Everyone on the board is invited for free. Foundation would like to generate some more people it would cost \$100 for that person and let Nancy know by today.

Technology Update:

We are working on increasing the megabytes with our office.

IACP Minnesota/Wisconsin event (confirmed):

This is a biotech/lexipol breakfast. It is optional but it would be nice if you all did attend.

2017 Budget Plan:

We will bring the budget for 2017 next month.

Old Business

Drug Take Back letter: Director Werner

Andy helped write a letter and we are still waiting on a response. Other states they have companies that do take back and we will find out more other information soon. Andy will follow up. Hennepin County has taken in over 20 tons.

FirstNet Update: Director Risvold

We will announce a partner in November in response to their RFP.

New Business

None

Next meeting September 15, 2016 at 10:00 a.m. in New Brighton.

Meeting Adjourned, 1:15pm:

Motion made by Third VP Potts. Motion passed.



MINNESOTA CHIEFS OF POLICE ASSOCIATION

DEDICATED TO THE IDEALS OF PROFESSIONAL POLICING

September 15, 2016

To: MCPA Board of Directors
From: Andy Skoogman & Susan Engel
Subject: **Proposed MCPA budget for 2017**

Summary

We are proposing the attached budget for 2017, which projects an operating cash flow for the year at breakeven. However, the budget document also shows an accounting net loss of (\$37,072) for the baseline “Middle” scenario.

The difference is due to three projects that the Board has requested that will be funded from the Strategic Initiatives Fund (cash reserves), plus our estimate of \$7,143 of depreciation expense (non-cash) for the year.

2017 Projected Net Income	(\$37,072)
Add back Board projects to be funded from reserves:	
Member Listening Sessions	\$10,000
Strategic Planning	\$10,000
Peer Support Salary Support	\$10,000
Add back non-cash expenses:	
Depreciation	\$7,143
Projected cash flow from operations	\$71

Details

The major assumptions going into this budget are:

Revenues

- ETI profit of \$143,850. The biggest change in the ETI budget is a proposed increase in the budget for invited speakers from \$15,000 to \$25,000. In 2016, we believe we raised both the bar on the education at ETI and the expectations of members going forward. The ability to pay for high quality speakers is critical for the MCPA to ensure we maintain both of the above.
- Several new expenses that began in 2016 will continue, including additional signage for key sponsors, video production work, the MCPA booth and improved audio-visual presentation. We project that these higher expenses will be more than offset by renting the EXPO space for one day instead of two, concluding on Wednesday before lunch, increasing sponsorship and ad revenue by \$13,000, and possibly increasing prices for

vendors and attendees by 5%.

- Training fees (all classes combined) of \$59,100, down from \$101,250 in 2016. There will be no Advanced CLEO program in 2017, which accounts for all but \$5,000 of the difference. We will offer one CLEO & Command Academy, two Leadership Academies, two Officer Leadership programs, and four grant-funded (NJPA) trainings in 2017
- Magazine sales and profit equal to the estimates for 2016
- Academic partnerships and Academy sponsorships equal to 2016
- Foundation support similar to 2013-2015 at \$46,000
- Membership dues and academy registration rates remain the same
- No significant changes to income from memberships, testing, permits, and other miscellaneous sources.

Expenses

- Personnel expenses up \$16,000. This includes increases for The two full-time staff, per their contracts, plus an additional \$5,000 for administrative support, and a \$10,000 increase for the Professional Development Director to manage the Peer Support program. The Peer Support program is an expense that might be funded by a donation; if not it will be covered by the Strategic Initiatives Fund.
- Direct program expenses drop by \$16K, from \$327K to \$311K. While the projected ETI expenses net out to a level in line with 2016, expenses for other trainings are lower due to fewer training academies happening than in 2016 due to demand. Note that direct program expenses include the Board- sponsored Member Listening Sessions (\$10K) and Strategic Planning (\$10K), both of which will be funded from the Strategic Initiatives Fund.
- Management & general expenses up from \$89K to \$102K. The \$11K increase is a combined effect from higher depreciation expense (for the video conferencing equipment); higher accounting fees (to cover an audit, plus fees for bringing the ETI and magazine billing and collection in-house), and no recurrence of 2016 moving expenses and computer expenses for transitioning to the cloud.

As in the past few years we are presenting a budget summary that includes three scenarios, labeled Low, Middle and High. The Middle scenario is the baseline for 2017, our best guess as to how the year will go.

The Low scenario represents the possible results if all areas were to come in well below plan (membership, grants, ETI, Foundation support, etc). Similarly, the High scenario shows the upside potential for profit if all areas do better than expected. The High scenario also includes an additional \$24,000 in corporate grants beyond the ETI sponsorships and Foundation support.

**Minnesota Chiefs of Police Association
Summary Budget Proposal 2017**

	Budget 2017 Scenarios					
	2014	2015	2016 estimated	Low	Middle	High
Income						
41000 · Membership Dues	91,792	99,740	100,835	89,038	100,835	103,860
42000 · Fees	277,556	382,022	434,852	385,337	413,662	432,422
43000 · Grants and Donations	60,600	48,640	56,231	15,000	46,000	70,000
44000 · Advertising Income	49,504	55,302	50,000	47,500	50,000	52,500
45000 · Product Sales-Net of Costs	16,489	14,663	18,860	15,500	17,800	19,250
46000 · Raffle Income-Net of Costs	3,080	3,751	3,236	3,150	3,500	3,850
48000 · Investment Income	11,255	3,624	16,670	6,050	9,500	12,850
49000 · Miscellaneous Income	425	2,135	525	0	0	0
Total Income	510,700	609,877	681,209	561,575	641,297	694,732
Expense						
50000 · Personnel Services	163,757	218,569	246,157	265,263	265,263	265,263
60000 · Direct Program Expenses	240,163	285,631	327,754	281,443	311,175	335,597
70000 · Management & General	105,938	93,440	88,641	98,328	101,931	106,577
Total Expense	509,858	597,641	662,552	645,034	678,369	707,437
Net Income	842	12,237	18,657	(83,459)	(37,072)	(12,705)
Items funded from cash reserves: <i>Peer Support, Member Listening, Strategic Planning</i>					30,000	
Depreciation					7,143	
Cash Flow After Special Items					71	

2016 Budget Assumptions:

Membership Dues	No change from 2016.
Fees	Lower due to fewer trainings, in particular no Advanced CLEO.
Grants & Donations	Foundation support \$46K, in line with 2013-2015
Magazine	Stay at 2016 levels.
Product Sales	In between results for 2015 and 2016.
Investment Income	Lower than 2016: no contract interest on building, assume no gain or loss on bond fund , dividends only
Miscellaneous Income	None projected
Personnel	Automatic increases per contracts, plus \$10K for Peer Support and \$5K extra for administrative support
Direct Program Expenses	Lower due to fewer trainings. Includes \$10K for Strategic Planning and \$10K for Member Listening Sessions.
Management & General	Accounting fees up - audit and increase to accountant.