



C.A.P.T.O. STATE BOARD MEETING

Friday, October 28, 2011

9:00 a.m.

P.G.&E. Center

6588 Ontario Rd.

San Luis Obispo, CA

AGENDA

1. Call to Order State President
 - Meeting was called to order by President Fred Johnson.

2. Introductions
 - Present at the meeting were Jalaine Bradley (Executive Director), Fred Johnson (President, Central Valley), Tim Willmore (POST Advisory Committee and Central Valley member) Chrissy Alvarez (Secretary, Central Coast).

3. State Financial & Membership Report Jalaine Bradley
 - Rosanna was not present for the meeting but Jalaine distributed a copy of the financial statements on her behalf. State account balance is \$6,779.91 as of 10/24/2011. North account balance is \$4,585.97 as of 10/23/2011, and South account balance is \$2,932.83 as of 10/23/2011.

4. Region/Chapter Reports Chapter Representatives
 - Central Coast reported their annual Hearst Castle meeting on 9/29/2011 was well attended and received.
 - Central Valley reported their membership is increasing. They recently conducted a “mini-training needs assessment” for their region to identify and plan for their training needs. They are discussing possibly changing the format of their meetings to include a 4 to 6 hour training topic, in addition to the regular meeting. They are also looking into hosting a debriefing of the “Minkler” shooting, followed by a training session.

5. POST Liaison Report None
 - There was no POST representative present, and no word from POST as to who will be the new liaison to CAPTO. Tim Willmore volunteered to

contact POST to determine who will be taking Dave Spisak's place as the liaison to CAPTO.

6. POST Advisory Committee Report Tim Willmore
 - Last meeting was held 10/19/2011. Twenty objectives were reviewed and discussed; one was held for research and one was recommended for deletion.
 - POST is accepting nominations for the 2011 Excellence in Training Award and the O.J. Bud Hawkins Exceptional Service Award. The Advisory Committee will review nominations and make recommendations to the Commission.
 - CAPTO reported to POST that non-sworn personnel at many LE agencies also need access to the POST Learning Portal. POST acted on this suggestion/request and there is now a process by which agencies can register their civilian/non-sworn staff.
 - There is a new "Did You Know" button on the Learning Portal which is scheduled to be updated every month. Input from CAPTO prompted the download-able portion of this new feature.
 - A proposed agenda item was requested to be presented at the next meeting regarding the new EDI page; the page is great, but the individual profiles are not "printer friendly."

7. Newsletter & Website Report Jalaine Bradley
 - Rosanna was not present for the meeting but Jalaine reported on her behalf that website posting updates are being received regularly, and the website content has been well received by members.

8. Old Business Jalaine Bradley
 - Status on reporting requirements
 - Jalaine reported that all required reports have been completed and filed, with the exception of the electronic filing of the Federal IRS 990-N form covering the last couple tax years. Tim Willmore will handle the task of getting the Federal IRS filings done ASAP.
 - Fred Johnson made a motion to look into outside sources that could provide accounting services to support the CAPTO State Fiscal Officer position. Chrissy Alvarez seconded the motion and it was passed unanimously. (South chapter vote obtained via email). Fred Johnson and Tim Willmore are responsible for seeking out potential sources and will report back to the State Board.

9. New Business
 - Appointment of new Executive Director. Fred Johnson motioned that Tim Willmore be appointed as the new Executive Director, effective immediately. Chrissy Alvarez seconded the motion and it was passed unanimously. (South chapter vote obtained via email).

- Rosanna was not present for the meeting but Jalaine distributed information from the most recent POST Public Safety Dispatcher Advisory Council on her behalf.

10. Time/Place of next Meeting

- Next meeting will be March 16, 2012, 9:00 a.m., at the P.G. & E. Center.