INENA EXECUTIVE BOARD MEETING MINUTES
Virtual Zoom Meeting

The Illinois National Emergency Number Association Executive Board Membership meeting was held on Thursday, December 3rd, 2020, virtually. INENA President Shelley Dallas called the meeting to order at 11:08am.

ROLL CALL (done silently via zoom)

Officers
Shelley Dallas (President) – Present
Diana Stiles (Vice-President) – Present
John Ferraro (Treasurer) – Present
Amber Adams (Secretary) – Present
Vicki DeFord (Past President) – Present

Regional Directors
Cindy Barbera-Brelle (Region 1 Director) - Present
Tiki Carlson (Region 2 Director) - Present
Jeanine Kaplan (Region 3 Director) - Present
Amanda Jennings (Region 4 Director) - Present
Phil McCarty (Region 5 Director) - Present
Allan Davis (Region 6 Director) - Present
Cindy Wagner (Region 7 Director) - Present
Martin Doyle (Region 8 Director) - Present

APPROVAL OF INENA MINUTES from June 4th, 2020 – President Dallas requested a motion to approve the INENA minutes from June 4th, 2020. Cindy Wagner made a motion to approve with a second by Phil McCarty; hearing no discussion, motion passed unanimously.

PRESIDENT’S REPORT (Shelley Dallas)– IPSTA Conference went very well with over 700 attendees. COVID is still in the spotlight, therefore, as an Executive Board we need to come together and decide what INENA’s goals, priorities and initiatives will be for the 2021 year in moving forward. Discussion was held on two of the major goals for 2021: get the website up and running and the other being educational opportunities being offered throughout the state.
TREASURER’S REPORT (John Ferraro) - Treasurer Ferraro reported a General Fund balance of $251,092.10 and Enhancement fund $70,557.64 for a total of $321,649.74. Taxes were filed for 2019. President Dallas requested a motion to approve the treasurer’s report; motion was made by Amber Adams second by Jeanine Kaplan; all were in favor, motion passed unanimously.

President Dallas advised there was discussion between herself and Treasurer Ferraro regarding the 2021 budget, however, much of it will depend on the decisions made today and the initiatives and priorities we set for next year. We did receive a $25,000.00 check from the annual IPSTA conference (both APCO and NENA received payments). Not knowing what 2021 is going to bring, we will discuss budgetary issues, expenses, and revenues today.

COMMITTEE REPORTS

Legislative & Bylaws (Cindy Barbera-Brelle) – The bill that was submitted last spring will be resubmitted this spring.

Website & Social Media - President Dallas advised we have encountered some transition and programming issues in the set-up of the website while going through several training sessions to set up the site. What was discussed, expected, and provided in the diagram agreed upon between APCO and NENA verses what Civic Plus has provided is not what has been developed. President Dallas advised she has had numerous conversations with APCO President Brent Reynolds and he is looking into the issues a little further. President Dallas is requesting feedback from the Board for direction.

Amber Adams stated she would take on the website project and see how much it will entail, possibly going back to our old domain and get our website up and running by January. In regards to awards, grants, and notifications, we have lost that communication with our membership since the Illinoisnena.org website has been out of service and we owe that communication to our membership.

Diana Stiles felt there was lots of lost communication in the beginning with how this was going to play out with Civic Plus. Diana advised we have had so many changes in our leadership, she believes it is imperative we get an INENA website up on our own. She further stated INENA should request reimbursement from APCO for the design and combining of the website as we move on with our own website. Cindy Barbera-Brelle advised she agreed with Diana and we should get our complete investment back since they did not deliver what we paid for.

John Ferraro advised he agreed with both Diana and Cindy, and stated we should try to recoup the money invested. John advised we should move forward with doing our own website: simple and easy to navigate. John thanked the INENA members that had worked on the website with APCO for the time they spent trying to get a site up and running.

Cindy Barbera-Brelle inquired as to how much we have spent on the website to date; President Dallas advised $5,127 was paid on the initial setup for the website.

President Dallas advised she and Treasurer Ferraro will work on recouping the funds. With Amanda Jennings initially involved in the setup of the website flow chart, she requested Amanda continue to
work with Diana Stiles and Amber Adams with getting the website developed and back in service at an estimated expense of $5,000.

Diana Stiles advised she uses Go Daddy for her website and maintains it herself. She believes they have a more professional service that will build a website for them. She advised she pays $390 a year for her site and what she has on it, and she spends about an hour and a half a month keeping it updated. Amber Adams thanked Diana for the input as she has never designed a website and appreciated all the ideas. Amber also thanked Amanda for starting the project and hoped she would continue to work on it also. Amanda Jennings advised she is in the middle of a CAD/RMS project and has a deadline by the end of the year and in January and February she has demos going on. She advised she will help as much as she can. Tiki Carlson recommended reaching out to a local university or college for assistance in building the site. Cindy Barbera-Brelle made a motion that sub-committee Diana Stiles, Amber Adams, and Amanda Jennings pursue developing our own website and that Shelley Dallas and John Ferraro pursue recovering the $5,127 spent on the website. Second was made by John Ferraro. No further comments were made; all were in favor, motion passed unanimously.

**Education & Training Report (John Ferraro)** – John advised we have over $70,000 in the enhancement fund and suggested doing some NENA-hosted training. John suggested scheduling a class in February, hosting it in the southern part of the state, and if COVID is still out of control and we are unable to do an in-person training, we can change that to an instructor led online class. If it goes well, plan another class in the center and northern parts of the state for later in the year. Additionally, once the website is up, information on INENA grant money for trainings can be posted. Discussion was held regarding in person training if COVID lingers into the spring.

John Ferraro advised NENA is flexible; they do not have a problem changing the date, or changing it to instructor led online class to accommodate. John advised he is in favor of trying an in-person training, with social distance and masking, maybe even providing lunch, and if we don’t get enough participants, we can change it to online. Consensus was to plan in-person training and if we don’t get a good response, move it to virtual. Amber advised if you can socially distance safely, why not give it a try.

John Ferraro will meet with the Education committee before the end of the year regarding classes and reach out to National NENA for availability and scheduling.

**IPSTA (Amanda Jennings/Alan Davis)** – Amanda advised the last meeting was a wrap up with consensus that Virtual IPSTA went very well and exceeded the expectations. The committee is in discussion on how to continue offering some type of virtual platform in the future with in-person attendance also. The overall consensus is to have the in-person conference, as we have a contract with the Crowne Plaza (they were very accommodating this year), and hopefully in the future we will offer both a virtual and in-person platform.

Alan advised there were several that got to attend this year that normally do not get to attend, which is great, but it is hard to fund a conference with everybody online, therefore you have to find a balance between making the vendors happy and get the people that want to be in-person there, and bring others that centers cannot afford to send or do not have time off to come. Alan advised they also have the continuing education problem with IDPH that will have to be worked through.
Leadership & Awards – Diana Stiles advised because we have not had a website, the opportunity to apply for or nominate someone for a Leadership award was not offered. Pending 2021 conference status, she would like to offer the leadership award on the website, present the award to the winner, and posting their photo and acknowledge them on the website. Diana advised we could give them entrance to one of the trainings we would do, or all 3 of the trainings even.

REGIONAL REPORTS

Region 1 (Cindy Babera-Brelle) - No Report.

Region 2 (Tiki Carlson) - Tiki advised in Wheeling, they received a request from T-Mobile to update their information should the calls need to be rerouted. Wheeling’s default number was pointing to a clearinghouse or call center in Canada. Tiki advised she did not have this issue, but wanted everyone to be aware of the issue in case it affected others.

Region 3 (Jeanine Kaplan) - Jeanine introduced herself, advising she has been working with Glenna and updating her contacts.

Region 4 (Amanda Jennings) - Amanda welcomed Jeanine into the Executive Board.

Region 5 (Phil McCarty) - No Report.

Region 6 (Alan Davis) - No Report.

Region 7 (Cindy Wagner) - Cindy advised in Randolph there is going to be some training through International Academies of Emergency Dispatch that may be worth taking looking at. If you go online to the Supervisor Portal, you can find information out about the training.

Region 8 (Martin Doyle) - Marty thanked everyone who reached out when his dispatcher passed away. Marty advised National NENA sent a sympathy card also.

PRESIDENT’S CLOSING REMARKS (Shelley Dallas) – President Dallas apologized for some of the technical difficulties with the call and hoping for a face to face meeting soon.

NEXT Executive Membership meeting will be January 7th, 2020 at 11:00am.

ADJOURNMENT: Motion made by Phil McCarty, seconded by Tiki Carlson at 12:00pm.