

The Association of Pretrial Professionals of Florida

BOD Meeting Agenda

September 22, 2022

Board of Directors Meeting Minutes

Webex

1030-1130

Call to Order:

Roll Call: Mike Rogers:

Present: Katina Bouza, Ashley Baird, Mike Rogers, Monique Nagy, Kelli Huckabee, Sandy Keegan, Latronda Hayes

Not Present: Jeff Kilpatrick, Brian Brittain, Karen Rodriguez, Sherry Munroe, Mirna Corredor

Approval of Minutes – July 2022 – Motion by Monique, 2nd by Sandy – motion pass unanimously.

Financial Report: Monique Nagy

- **Approval of July Financial Report** – Motion by Mike, 2nd by Ashley – motion pass unanimously.
- **Approval of August Financial Report** – Motion by Sandy, 2nd by Mike – motion pass unanimously.

Vendor Coordinator Report – Vacant - reported by Katina Bouza - \$1400 for 14 attendees. \$1200 for 3 vendors. The \$2600 will be mailed to PIPS.

- **Discussion on APPF October training vendor sponsorships** – one vendor has paid (BI Inc). Securus Monitoring may be attending. Katina searching for a third vendor.
 - **E-mail sent out to all vendors on vendor list on 09/13/22**
 - **Vendor list contacts were outdated; Ashley Baird assisting in getting new contacts for existing companies**

Regional Directors Reports –

Have you confirmed the program directors listed on our webpage are correct and up-to-date? Haven't received any updates.

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- **Kelli Huckabee - North Regional Director** – there are a couple of program director changes; will email Katina.
- **Mirna Corredor - Southwest Regional Director** – not on the call
- **Latronda Hayes - Southeast Regional Director** – nothing to add at this time. She will be reaching out to her program directors.
- **Karen Rodriguez – Northeast Regional Director** – not on the call
- **Communications Director Report– Vacant**

Old Business:

Katina Bouza - Website revamp update

- Need Sandy Keegan BIO – Sandy sent it to Katina
- Have e-mail out to Sonja about the membership list link not working property, pending status update from her
- Have sent Sonja an e-mail with requested updates on how the website looks. No call back from Sonja. Need vote for a new web-site vendor.
- **Sandy, Ashley – Motion for Katina to start a search for a new website vendor.**

Still seeking a Communications Director!

Regional Trainings

2022

February – cancelled

July/August – Pensacola Beach joint conference with PIPS

October 18th, 2022 – St. Lucie County

- Board Meeting on 10/17
- Trainers are confirmed:
 - Jacqueline Fernandez – How to Identify Trafficking in the Pretrial Setting
 - Jeff Kilpatrick – Validated Risk Assessment

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- Joel Bishop FCAC Workshop for Pretrial Accreditation
- Katina Bouza Pretrial Practitioners Round Table Discussion
 - Havert Fenn Center is booked, for 75 people
 - Enough room for vendors
 - Coffee and donuts for breakfast provided by APPF
 - Monique Nagy to purchase coffee, creamer, sweeteners, cups, water
 - Katina Bouza will provide large cooler for ice and water
 - Latronda, can you find out if they have ice available or do we have to buy ice?
 - Contract with Holiday Inn Express signed: 7151 Okeechobee Road, Fort Pierce, Florida 34945
 - \$119/night (group rate for minimum of 10 nights booked)
 - Free breakfast
 - Meeting room for BODs is free if 30 nights are booked; if not it's \$75
 - BODs lunch will be off-site
 - Information posted on website
 - Agenda is done, pending vendors
 - Agenda is posted to website
 - New reminder about training sent by e-mail to members via web-site

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- Event brite has 30 attendees signed up

New Business

- Seeking a Vendor Coordinator
- Voting opens in October for APPF Secretary! Sandy, please work with Ashley on sending out the vote!
- Multiple vendors have inquired about sponsoring a webinar for APPF. Suggest they can pay between \$200 and \$500 and vendor creates an education – NOT SALESY – webinar that APPF could promote to membership. Thoughts? Vote?
 - Motion by Katina begin offering vendors a webinar opportunity for APPF members – 2nd by Monique. Motion passed unanimously.
 - Motion by Katina to charge \$350 to the hosting vendors – 2nd by Monique. Motion passed unanimously.

2023

- *First in Collier – Need to confirm date **now** and secure location so that we can secure vendors. Tentative dates February 6th (meeting), 7th (training) 2023.*
- *Second in partnership with FCAC – June 25th – 30th.*
- *Third training in Alachua County – Oct 16th, 17th, 2023 – need to secure location.*

FCAC Update

- **Brian Brittain** – not on the call.

From Katina: Need to update the by-laws in February.

11:26am adjourn