

The Association of Pretrial Professionals of Florida

Agenda

July 18, 2023
Board of Directors Meeting
Webex
11:30AM

Call to Order @1135

Roll Call: LaSheri Baker

- **Approval of Minutes – June 20, 2023** motion Kelli, Monique second, approved unanimously
- **Approval of Minutes- June 26, 2023** motion Monique, Kelli second, approved unanimously

Financial Report: Monique Nagy motion Yesenia, Kelli second, approved unanimously

- **Approval of Financial Report – April 2023**
 - **Approval of Financial Report - May 2023**
 - **Approval of Financial Report - June 2023**

Vendor Coordinator Report – Yesenia Alves

- **Vendors for August training in Pensacola, Florida**
 - Fieldware
 - FMAU
 - Tyler Tech: Kelli reaching out to new Tyler person who may be interested to be a vendor – she will send Yesenia and Katina new person's contact information and let us know if they're interested.
 - Tables are assigned, first come first serve. Yesenia to notify both vendors.
- **Be sure to visit with all vendors and thank them for attending**

Regional Directors Reports – Sent an email to everyone that's interested before that wants to be part of the board with a deadline to let us know if they are interested in being on the board as the SE Regional Director.

- **Kelli Huckabee - NorthWest Regional Director**

The mission of APPF is to provide pretrial practitioners with the tools needed to earn accreditation and certification, while empowering our membership through training opportunities and educating others on the benefits of pretrial programs.

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- **Lillie Perkins - Southwest Regional Director**
- **Vacant - Southeast Regional Director**
- **Sonia Cruz - NorthEast Regional Director**

Welcome new NE Regional Director replacing Karen Rodriguez

Communications Director Report– Crystal Rytell

Old Business:

- Website....had to get on them to finish our website; looks more professional; had them make some changes. Katina will send “test” link to the Board for them to view it before it goes live.
- Pretrial week – e-mail sent out to all members and to the BODs. Asked for pictures of how they are , send pix of how they are celebrating

2023 Regional Trainings

2023 Training

- **February - Gainseville**
- **June – Osceola County in conjunction with w/FCAC**
- **August – Pensacola Beach hosted by PIPS**
- **October – Sanibel in conjunction w/FCAC**
 - Encourage our members to register for the entire conference, that way they can get a room at the same hotel as where the conference is.
 - Need a volunteer to work on the October training – hotel, speakers, etc.
 - Tuesday of that week will be open to all APPF members to attend APPF free training.
 - October hotel is already all booked

2024 Training –

- **February - St Augustine in conjunction w/FCAC**
- **April – virtual hosted by vendor**
- **June – Orlando/Championsgate in conjunction w/FCAC**
- **August – virtual hosted by vendor**
- **October– Orlando – hosted solely by APPF**

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Katina to send information on virtual trainings to Yesenia so that she can send it out to our partner vendors.

FCAC Update

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

New Business

- Nominating Committee needs to prepare for October
 - Katina stepping down this year and Ashley stated she would run for the President position
- APPF Training Events Checklist discussed – BODs, please send anything that was missed so that we can use this checklist for future events.

Section 9. Election of Officers and Directors

To be elected as an Officer or Director a member must be in good standing with the Association. No Officer or Director on the Board of Directors may be elected to more than two (2) consecutive terms in the same office, except that an officer appointed to fill a vacancy shall be eligible for election to that office for two (2) consecutive terms. A term shall consist of a three (3) year commitment

The Board of Directors shall continue to act in the best interest of the Association and may modify election procedures should cause arise.

The election of Officers and Directors shall be accomplished in the following manner:

Nominations:

The Nominating Committee shall request nominations for elected positions from the membership for the offices of President, Vice President, Secretary, Treasurer, and Regional Directors. Nominations will be open for thirty (30) days, beginning October 1st of the voting year. In the event of a natural disaster the nomination process will begin no later than 90 days post-disaster. A nominee must accept the nomination prior to submission of the nomination to the Nominating Committee. Each nomination should be accompanied by a curriculum vitae of no more than 150 words in length.

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The Nominating Committee will review the submitted nominations with Board of Directors prior to placement on the ballot.

Election:

The membership shall elect the Officers and Directors of the Board of Directors. Each member shall have one (1) vote. The ballots shall be emailed to the membership and contain the names, alphabetically, of each nominee by elective position. The curriculum vitae shall be included with the name on the ballot.

The ballots shall be emailed to the membership on or about November 1st. The election shall be closed fifteen calendar (15) days from date of email, on or about November 15th.

Each voting member will forward their ballot to the Secretary for tabulations of the votes. Each elective position shall be filled by the member who receives a majority of the votes cast. The Treasurer will verify the Secretary's tabulations.

Should a nominee withdraw during the election process, the votes for the nominee will be void. The election process will continue for the remaining nominees on the ballot.

Should an elective position no longer have a nominee the Board of Directors may provide a recommendation for a nominee, as well as offering a write-in candidate.

Should there only be one nominee for an elective position the voting process shall be suspended for this elective position and the one nominee will be installed into that position without any further action.

Election results shall be posted on the APPF website on or about December 1st.

Installation:

Elected Officers will be installed effective January 1st following the election. To ensure a smooth transition, outgoing officers are encouraged to assist newly elected officers.

- **October training in Sanibel – we don't have a Regional Director. Need volunteer to:**
 - **Find hotel (as Sanibel Resort is already booked)**
 - **Find speakers**

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- **Suggestions from last meeting**
 - **Fentanyl Dangers for Pretrial Staff**
 - **Baker Act review**
 - **Trauma class or Trauma Informed Care**
 - **How to use new Risk Assessment**
 - **Overview of new HB and how it will affect Pretrial Release**
- **Katina to reach out to her agency members to see if someone from VICE can speak to Fentanyl dangers, will reach out to local Mental Health agency to see if someone can discuss Baker Acts, Katina and Monique can present on new RA, Katina will reach out to local PD's office to see if they can speak new HB. Need 3 trainers for the event.**
 - **APPF will have free board room for meeting the day before and a free room for APPF training 9a-4p**

Adjournment @1159 motion Monique, Kelli second

