

MAC Board Meeting – NEW MAC Office, St. Paul
February 8, 2018 – Meeting Minutes

- I. Called to Order by MAC Board President, Dianna Umidon at 10:00 a.m.**
 - a. Those present: Emily Douglas, Dianna Umidon, Kelly Nicholson, Diane Homa, Karla Bauer, Shawn Becker
 - b. By Phone: Melissa Cornelius, Rachael Joseph, Pamela Higgins-Maldonado, Denise Loy, Shane Baker, Therese Lockwood (member), Loni Peterson (member), Kevin Jonhansen (member)
 - c. Executive Director: Bobbi Holtberg
 - d. MAC Staff: Julia Tindell, Bri Luetkahans (MAC Intern)

- II. Review Agenda – Changes/Additions**
 - a. Changes – none
 - b. Additions – none

- III. Consent Agenda Items**
 - a. Secretary’s Report
 - i. Motion to approve Secretary’s Report from January 2018 - Approved
 - 1. Motion 1st Shawn Becker
 - 2. 2nd Karla Bauer
 - b. Treasurer’s Report
 - i. Comments from Bobbi
 - 1. Balance shows roughly \$30,000 less than expected because OJP was delayed in paying us for November and December 2017
 - 2. MAC recently submitted January FSR that has not been approved yet, and NITVAN check still needs to be cashed
 - 3. February 2, 2018 deposit of \$2,003.03 last of Give to the Max Day
 - ii. Treasurer’s Report from January 2018 - Approved
 - 1. Motion 1st Karla Bauer
 - 2. 2nd Shawn Becker

- IV. Updates**
 - a. February Director’s Report (Bobbi Holtberg)
 - i. Office move last Friday went smoothly – MAC has completed all change of address items
 - ii. Staff completed implementation steps for third quarter from strategic plan
 - iii. Potential two-year federal budget may be approved – VOCA special projects RFP pushed back to summer 2018 for funding starting January 2019
 - 1. VOCA training grant due to expire ~~January 30, 2019~~ June 30, 2018

2. *Fundamentals in Victim Services* training has received a lot of interest and want to keep that going – would like all new victim services staff to attend – capacity is 50 and would like to fill spots (30 currently registered)
3. Would like to continue to reimburse attendees for training travel expenses – have seen member participation increase due to reimbursement options
4. Looking at continuing working with Karina Forrest-Perkins for offering *How the Accumulation of Stress Affects Our Future* training
 - a. Kelly Nicholson suggested we find out if Karina is an expert witness and if she has an interest in becoming one
5. OJP has VOCA surplus – hopefully will know within the month if we can start putting together an application so there is no gap in funding
- iv. MITCIRN (MN Identity Theft & Cybercrime Resource Network) (Julia Tindell)
 1. 37 organizations signed up to participate (up from 25 in December)
 2. Completed first webinar with OJP with 40 participants – very successful – scheduling March 6th webinar with San Diego PD on partnering with law enforcement
 3. Wednesday, April 11th Advanced Training/Network Launch plenary to include non-financial ID Theft types and targeted breakout sessions on three tracks: investigation/prosecution, victim services, consumer protections/ prevention - may need board/staff help, would love to have board presence at the training
 4. Foundational trainings posted to MITCIRN website
 - v. Desk review went very well – very organized – done for the funding cycle
- b. Executive Committee (Dianna Umidon)
 - i. Haven't had official meeting, but have had email communication
 - ii. Have been busy with the office move
- c. Board Development Committee (Kelly Nicholson)
 - i. Haven't had official meeting
- d. Budget and Finance Committee (Dianna Umidon)
 - i. Phone conference meeting scheduled Friday, January 16th at 1:15 p.m.
- e. Public Policy Committee (Dianna Umidon)
 - i. Has met a couple of times – most recently last Thursday
 - ii. Session starts on February 20th – special elections occurring next week will be telling
 - iii. We need to make efforts as a board to identify legislators that will be good supporters of MAC – think of connections in our own networks that would be an ally for MAC and pull them in on conversations on victim rights in MN – important to start now to build relationship with legislators – Dave Pinto has already reached out – Rachael Joseph said she knows multiple legislators

who would be interested in working with MAC, some who are on the public policy committee already, and will discuss this at next public policy committee meeting next Thursday

- iv. Within the next couple of sessions will be thinking about proposing language changes to statutes or amendment
 - v. Bobbi said MAC will be going out in metro area in March and looking for feedback – again in April in Marshall/Mankato area – to have conversations regionally and start to identify best practice remedies
 - vi. MAC’s goal for this session will be relationship-building and getting the word out about MAC
 - vii. Dianna would like to keep this topic on the agenda for the next handful of months during session to continue the conversation
 - viii. Dakota County Sheriff Leslie called Dianna while gathering support for an expansion project to build a sub-station in northern Dakota County (Mendota Heights) that would house the majority and expand/house their high-tech forensics/technology unit - sub-station would more than double the space they have now - they are making a direct ask for the money to be able to build the substation and now have authors for the bill (Barr & Kline)
- f. Outreach and Fundraising Committee (Shawn Becker)
- i. Plan is to schedule meetings 30 minutes before board meetings since people are already getting together - didn’t meet today due to a variety of reasons
 - ii. Danielle is working hard on outreach and it’s working (up to 81 member programs!)
 - iii. Danielle worked on fundraising prospects form – committee will approve and send out for everyone else for review
 - iv. Bobbi sent out 2017 Luminare Report to board members this morning regarding giving trends about what is working and what isn’t

V. Discussion

- a. Open House (Dianna Umidon)
- i. Last year’s open house
 1. Turnout was okay - would have liked to see more members present
 2. Board participation was very minimal - don’t want to do again without board support
 3. Did it in conjunction with NCVRW – MITCIRN training is a NCVRW training event this year, don’t know if MAC will have the capacity to add another event that week and want to acknowledge NCVRW and support member programs holding events in own jurisdictions
 - ii. Shawn suggested a virtual open house – could use video for fundamentals training to introduce new people to MAC
 - iii. Kelly suggested we make it an appreciation to member programs

- iv. Pamela suggested program highlights for others to see
- v. Bobbi suggested an ad-hoc Member Appreciation Event Committee to work on this since it is a very quick turn-around (volunteers: Shawn Becker, Karla Bauer, Pamela Higgins-Maldonado, Rachael Joseph) - Doodle request will be sent to schedule meeting
- b. Annual Meeting & Capacity Building Training Dates (Dianna Umidon)
 - i. Discussed at a previous board meeting Option 1: Th 9/6 & F 9/7 or Option 2: Th 9/13 & F 9/14 in Twin Cities – Bobbi checked on other trainings/events on member program calendar and didn't see anything scheduled those dates
 - ii. Ideas for meeting space in the Twin Cities: (free?)
 - 1. Dakota Lodge (St. Paul)
 - 2. Char's Bluff (Hastings)
 - 3. Bunker Hills Activity Center (Coon Rapids)

VI. Focused Discussion (Closed Session - see separate attachment)

VII. Adjourn

- a. Meeting adjourned at 11:20 a.m.
- b. Motion made to adjourn - Approved
 - i. Motion 1st Diane
 - ii. 2nd Shawn

Next Meeting: March 8, 2018 @ 10:00 a.m. – 12:00 p.m. – NEW MAC Office