

MAC Board Meeting
March 8, 2018 – Meeting Minutes

I. Called to Order by MAC Board President, Dianna Umidon at 10:01 a.m.

- a. Those present: Dresden Jones, Chris Jensen, Melissa Cornelius, Dianna Umidon, Kelly Nicholson, Karla Bauer, Emily Douglas, Shane Baker, Rachael Joseph, Pamela Higgins-Maldonado
- b. Executive Director: Bobbi Holtberg
- c. MAC Staff: Danielle Kluz, Julia Tindell
- d. Additional Attendees: Carmen Kiro, Hennepin County Attorney's Office, Vicki Walechka, Le Sueur County Attorney's Office, Cheryl Terhaar from Kanebec County

II. Review Agenda – Changes/Additions

- a. Additions – Board Recruitment, Board Manual Walk-Thru (based on request from Nov mtg)
 - i. **Motion to approve modified agenda**
 - ii. 1st Chris Jensen
 - iii. 2nd Kelly Nicholson

Approved

III. Consent Agenda Items

- a. Secretary's Report: Reviewed February 2018 report
 - i. **Motion to approve Secretary's Report from February 2018**
 - Motion 1st Dresden Jones
 - 2nd Melissa Cornelius
- Approved**
- b. Treasurer's Report
 - i. \$6800 line item for rent includes payment to MADD (\$5600 comes from unrestricted funds)
 - ii. Training grant FSR has not yet been submitted; that will add approximately another \$8000
 - iii. If all reimbursements are received, MAC is averaging about \$70,000 – 75,000 in unrestricted funds
 - iv. FY 19 starts July 1; MAC will start taking in approximately \$20k in member dues
 - v. **Motion to approve Treasurer's Report from February 2018**
 - Motion 1st Pamela Higgins-Maldonado
 - 2nd Karla Bauer
- Approved**
- c. Director's Report
 - i. VOCA training grant (funds made available to coalitions to support member training) RFPs will not be released until late summer/early fall (9/1 or 1/1 start)
 - Due to this delay, does MAC still want to offer reimbursement for members to attend annual meeting?
 - ii. MITCRN: Things are going well. There are 49 people representing 41 orgs who are signed up. Jay's webinar in Feb went very well with 43 attendees. There is a webinar on Tuesday 3/13/18 with Randy Lawrence from San Diego PD investigations.

Advanced training with Brad Hedstrom and Liz from Shakopee PD, victim services outreach, provides a deep dive into resources available to victims. Julia is pulling together another presentation – a deep dive into statute on ID theft, highlighting the different kinds of ID theft (medical, criminal, military, child, etc.).

- Board members can register for the advanced training and encourage others to sign up – it's free and there is reimbursement for mileage and lodging.
- Danielle will send invite to Board to share with networks.
- Some wondered if Board members are on the MITCRN listerv. Julia will add all Board members so we receive weekly briefings, which include trainings, MITCRN updates, ID theft in the news, etc.
- They are developing committees for network. Brad Hedstrom will chair the Community Outreach committee.
- Discussion on whether or not to promote trainings on Facebook - is FB the right place for MITCRN?

iii. Training & Engagement

- Fundamentals training in Feb had 31 participants, which was smaller in size and contributed to more participant engagement. The surveys look good despite some hotel issues, which are being addressed.
- There will be 2 webinars in March, including one on Vicarious Trauma because Danielle only had 5 min at the Fundamentals training to address that.
- On April 9, Rachael will be hosting a webinar on families of victims.
- Having issues getting events from members to add to the calendar.
- A decision was made to shelve Mochas with MAC until summer due to other commitments.
- There will be a trauma training with on May 18 Karina Forrest Perkins – trauma training May 18. This is a follow up to the Fundamentals training. Registration will be opening soon.
- As we are getting to the bottom of our training dollars, MAC would like to do another Fundamentals training but may not be able to offer reimbursement. Bobbi will crunch the numbers Monday 3/12.
- Membership: We have new members: Clearwater County Attorney's Office, Inver Grove Heights Police Dept., Nobles County Attorney's Office, Olmsted County Attorney's Office, St. Louis County Attorney's Office, and Wadena County Attorney's Office. We now have 82 members! There were only 39 when Bobbi started.
 - a. Rachael's new non-profit, which will provide support to crime victims and their families who run for office, will also join as a member.
 - b. Kelly Moller, former MAC ED, won endorsement for District 52A. This would be great for her and MAC

- There is benefit and meaning to being a MAC member. There is also an opportunity to show that staff is working at capacity when applying for funding. This is also a good narrative for foundation funding.
- iv. VOCA: What's the ballpark for a VOCA increase? No one knows what the increase will be. When the last training grant was written, MAC asked for \$75,000. At that time, we didn't have the capacity to do the work. Now, we could get at least double or triple, if not more. The coalitions are good about working together to make sure there's an equitable distribution of VOCA dollars. Bobbi thinks she would ask for \$150,000. With this kind of funding, MAC could offer fundamentals 3x per year, as well as Karina's training, prosecutorial specific training, and survey members to capture needs.
- v. Danielle sent a Save the Date for the Annual Meeting.
- vi. Crime Victim's Rights Week: This used to be a much bigger deal but we are unsure how much awareness there is these days. Can MAC provide more resources to members to help them create events? We did add resources in the newsletter and provided a webinar on how to hold an event. Should there be a MAC branded email? We don't want to "spam" members.

IV. Updates

- a. Executive Committee (Dianna)
 - i. No official meeting but they have been communicating through email.
 - ii. Will provide a further update during Closed Session.
- b. Board Development Committee (Dresden, Karla, Kelly)
 - i. Had our first official meeting for 2018. Will be looking into fundraising resources for Board. We also want to provide an hour long orientation for new Board members to walk through the binder.
 - ii. Plan to survey the Board to determine other topics they want more training/info on.
 - iii. Chris, Shane, and Denise terming off Board after this year. Our immediate needs include an attorney (Lauren Ryan working with Chris; he will talk with her. Also Stacey t. George?), perhaps a financial attorney? CEO or CFO? We have a thorough vetting process so we need to start focusing on it. Karla will send email to Board of what our needs are to fill termed seats. We also need to tweak the Board application – Karla will review. Bard needs to try to coordinate reaching out so we do not double up.
- c. Budget and Finance Committee (Chris)
 - i. Had first meeting for 2018 and walked thru all documents to see how numbers fit together (get sense of where MAC sits financially).
 - ii. Overall break down is on summary sheet. Heidi has a way of pulling numbers together to show where we are financially but we need some clarity on numbers and will circle back. The balances are correct.
 - iii. Next meeting is May 4 and there are a lot of questions. This committee will meet quarterly prior to Board getting full financials.
- d. Public Policy Committee (Dianna)

- i. Did not meet last week because of schedule conflicts.
 - ii. Rachael set up a Google doc for this committee to keep list of MAC-friendly legislators.
 - iii. Gun Bills: These won't likely get anywhere. Rep. Pinto proposed a bill for universal background checks – that was tabled. There was a gun violence protective order bill that would allow families or individuals to hold a civil proceeding to remove guns from a person dealing with depression or in the midst of a medication adjustment until they are better – this was tabled.
 - iv. Lots of bills yet to be introduced
 - v. Rep. Dean is introducing an assault weapons ban; Rep. Slocum introduced HF3022 – includes assault weapons bans, child support delinquent gun ban, ammo ban.
 - vi. Rep. Eric Lucero introduced a bill to arm teachers and is trying to pass Stand Your Ground and Permit less Carry in MN.
 - vii. Rep. Erin May Quade introduced a bill on how rape kits are processed (storage).
 - viii. Committee will send a spreadsheet on all bills that could impact MAC members so we can track.
 - ix. Is there any talk of school-based threat assessment groups and the impact tax on firearms and ammunition sales?
 - x. As this is a short session, deadlines are tight. The Governor has been gun friendly at times – unsure what this will mean this session.
- e. Outreach and Fundraising (Shawn)
- i. No meeting

V. Discussion & Action Items

- a. 501c4
 - i. MAC is Applying for 501c4. This will allow us to be a non-profit that can engage in lobbying and fundraising and endorse candidates.
 - ii. Membership would need to be part of that.
 - iii. This status gives MAC more weight with legislators. MAC could potentially have a lobbyist. Status opens doors to explore options.
 - iv. Application: MAC completed the application for status in current fiscal year and going forward, providing financials and budgets through 2020. There is a \$400 filing fee. All other coalitions have c3 and c4 status.
 - v. Would MAC have the same name for both the c3 and c4?
 - vi. Differences in donations: Donations not tax deductible for c4. Bobbi will ask at the coalition directors meeting how they do it. It will not impact OJP funds.
 - vii. The language that states we cannot endorse political candidate but can support the legislation the candidate is backing. MAC can lobby on issues, not candidates.
 - viii. Rachael will look into this further.
 - ix. Is there a conflict of interest is a board member runs for office? That member would have to resign from the board.
 - x. **Motion to Approve Application & \$400 application fee for 501c4 Status**
 - 1st: Rachael Joseph
 - 2nd: Kelly Nichols

Approved

- b. MN Elder Justice Center
 - i. MITCRN partners with MN Elder Justice Center on training providers about financial fraud against seniors.
 - ii. They asked MAC to sponsor their World Elder Abuse Day event.
 - iii. There are various donation levels. Can we table at this event?
 - iv. We can table at the Platinum level (\$2,000+).
 - v. Can we pay to table? Julia will follow up.
 - vi. Will likely sponsor at \$100 level and encourage Board and members to attend.
- c. Annual Mtg & Silent Auction
 - i. Free location!
 - ii. New training grant dollars will not be in place to offer reimbursement for annual meeting. We do not want to charge members for attendance.
 - iii. In previous years, MAC has been offering lodging for 2 nights per program as well as mileage, breakfast, and lunch. Reimbursements for 2017 were about \$7400 (lodging, food, mileage).
 - iv. Staff proposes offering reimbursement for:
 - one night of lodging
 - mileage for those traveling a minimum of 150 miles round trip – one car per program
 - a. That is for *one* trip – not multiple trips.
 - v. Staff proposes that we cut out meal reimbursement.
 - vi. We need to make a decision sooner rather than later so we can message to programs. Danielle will put the financials together for the April meeting so we can see the math and vote.
 - vii. One cost we are committed to is Membership Appreciation, which is lunch on first day of the Annual Meeting. Monica Jensen at Dakota County Attorney's Office has worked with caterer who is affordable. We can do a nice lunch for \$1500.
 - viii. Should this be an inaugural year for awards where MAC spotlights and honors the work of a program or individual?
 - ix. We need to make sure we meet needs of out-state programs – lunch is fine but metro programs have different accessibility than out-state programs.
 - x. Should there be restrictions on lodging reimbursement? If you are eligible for mileage, should you be eligible for lodging? Staff and board will clarify what the parameters will be.
 - xi. There will be an outline of the agenda in April or May.
 - xii. Non-members cost to attend is \$50 but should it be \$75?
 - xiii. Silent auction: Julia is cleaning up the donor list and sending it out to Board. Board members should add individual or business should be contacted for a contribution and/or remove old information that no longer applies. The goal is to send letters

end of May/beginning of June. We should also start to think about baskets for the silent auction and how we can help fill in gaps.

d. Walking Through the Board Binder

- i. This was requested in an earlier meeting.
- ii. We can do that; if there is a specific section folks want to review, send Dianna an email.
- iii. Bobbi reminded Board to replace pages in the binder when directed to.

e. Closed Session:

- i. **Bobbi's Performance Review** – Dianna will send out the form. Board members are expected to return it promptly.
- ii. **Member Appreciation** – What else can we do? Ad Hoc committee to help generate some ideas.
- iii. **MADD Lease** – This has been paid – any questions or concerns?
 - The final bill from the attorney we consulted was \$296.25 –we were billed for 45 min at \$325/hr even though he spent significantly more time than that helping us. Kelly will send a personal thank you.
 - How has this left relationship with MADD? No expectation that they join next year. But Art may realize this situation reflects poorly on him if they don't. MAC's relationship with the people doing the work is fine and they continue to reach out to us for tech assistance and support. Monica (Dakota County) has had some interaction with Art and was not surprised at his actions. However, MAC is taking the high road and handled this with the best interest of MAC in mind. We do not want victims impacted, so we are glad that relationship is intact. It is the perception that Art is disconnected from the actual work. If they don't join, Bobbi will reach out.
 - There have been ongoing culture issues at MADD and the perception is that is influenced by Art. MADD National has allowed a lot of things to continue despite staff complaints. However, there were issues even before Art, including MADD National finances, hostile work environment, bullying, toxic, poor leadership. MAC would like to consider providing leadership training since many organizations struggle with toxic leadership that impacts victims and other people needing services. There is a sense of "ownership" (Founder's Syndrome) that seems to happen when EDs hit ten years+. OJP funding structure creates in-fighting between programs and can cause territorial feelings. Trauma can come from working in toxic spaces – the Vicarious Trauma training addresses this. Programs need help with succession planning and leaving your legacy in a healthy way.
- iv. **Staff Retreat**: Scheduled for April 19 & 20. Will discuss FY19 Strategic Plan and new/emerging needs, trainings.

VI. **Adjourn**

a. **Motion made to adjourn the meeting at 11:58am**

- i. 1st Chris Jensen
- ii. 2nd Karla Bauer

Approved

MN Alliance on Crime Board Meeting
Meeting Minutes
March 8, 2018

Next Meeting: April 12, 2018 @ 10:00 a.m. – 12:00 p.m. – 1 West Water Street, Suite 297