



MINNESOTA CORRECTIONS ASSOCIATION  
 PO Box 261 • Wyoming, MN 55092  
 Phone: 651.462.8320  
 mca-mn@hotmail.com • www.mn-ca.org

**BOARD MEETING MINUTES**  
**SEPTEMBER 8, 2016**  
 DOC-Central Office St. Paul, MN

**Absent/Present:**

Steve King	P
Debbie Beltz	P
Dayna Burmeister	P
Jennifer Guse	P
Robyn Wood	A
Sarah Eischens	P
Michelle Smith	P

Mark Groves	P
Mary Oberstar	A
David Heath	P
Connie Hartwig	A
Jane Schimd	P
Ryan Busch	P
Jon Rowe	A

Laura Anderson	A
Cal Saari	P
Dan Kempf	A
Dan Raden	P
Amy Moeckel	P
Mark Bliven	A

**Call to Order:** The meeting was called to order at 11:35 pm

**Secretary Report:** Robyn Wood (absent)

Dan Raden made a request for corrections to the August meeting minutes as followed:

Page 2 Shannon Fette not co-chair of Annual Training, to delete.

Page 2 bottom of the page has "Membership Report: Dan Kempf/Dayna Burmeister(absent)/Sponsorship: Mark Groves." Delete Mark Groves: Sponsorship, as it is a separate committee. This should be on a separate line.

Page 3 Delete "Nominating Report section" towards top of the page. The nominating section is duplicated and correct section is lower on the page.

Motion made by Mark Groves to pass minutes from August 2016 board meeting with noted corrections to be made, seconded Ryan Busch, and passed by board.

**Treasurer Report:** Jennifer Guse

Jennifer reported the checking, assets and investments are holding steady. Jennifer reported on September 6, 2016, a payment for \$25,000 was received from the Department of Corrections for registration for training. Jennifer felt things are sitting very good going into the Fall Institute.

Bob Rae is no longer working with RBC investment. Linda Baker from RBC is the new person working with MCA.

MCA made an investment change in June 2016. Jennifer would support MCA making another investment change in December after fall conference.

Motion made by Dan Raden to approve the verbal report of the August financials, seconded Michelle Smith and approved by the board.

**President's Report:** Steve King

Steve reported he is looking forward to upcoming Fall Institute. Steve briefly discussed whether speaker Patty Wetterling would want or be able to speak. He requested an update from the Fall Institute during their report. Debbie Beltz is working on a sympathy card from MCA to go out to the Wetterling family. MCA might have to look at changing description of Wetterling's presentation.

**Membership Report:** Dayna Burmeister/Dan Kempf(absent)

Membership is holding steady and seeing increases due to Fall Institute. Dayna meet with two gals from Stillwater to discuss getting word out at Stillwater about MCA. One person was good at updating documents and working on new form. Committee is developing letter for new sponsors and will reach out to new sponsors throughout the year. Committee looking at changing up sponsorship packet. Dayna suggested MCA look at doing a water mark or background on people's name tags of #11 to honor Jacob Wetterling at Fall Institute. Board agreed to pursue and Debbie will work on this.

589 current members

**Vice President's /Forum Report:** Connie Hartwig (absent)

No reports. Connie collaborated with Debbie to contact some tech savvy folks to help form a committee. Board will be sending a get well soon card to Connie.

**Future President's Report:** Sarah Eischens

Sarah reported looking forward to the upcoming Fall Institute. She has not been to Grandview and excited to see the venue.

**Past President's Report: Michelle Smith**

Michelle reported the award winners were announced last month. Following lunch on the first day Steve will do the presidential greeting to attendees. The Commissioner of Corrections, Tom Roy plans to speak following the greeting. Then move into the award for Corrections Person of the Year, Terry Carlson. The legislative update will follow.

The awards ceremony will be on Thursday from 4:30 pm -6:00 pm. Michelle reported two out five winners will not be able to attend the conference. Michelle will read from booklet at the award reception.

Michelle is continuing to work on the past presidents breakfast, which will be Thursday morning at 7:00 am. She is still trying to confirm a location for the breakfast and collecting a list of past presidents.

**Adult Justice Report:** Mark Bliven (absent)

No report. Cal was going to cover some of the information during his legislative report as Mark was absent.

**Annual Training Report:** Dan Raden/ Amy Moeckel

Dan reported he believes Patty Wetterling will be speaking at conference. Dan will do some checking within the next couple of weeks to confirm. He will contact the person who contracts Patty's speaking engagements. Dan questioned how MCA should be prepared to react to media, what can MCA and cannot do. Board discussed it would be a closed event to attendees and if Patty wanted to invite some press in she could. Board will let her make the decision. She is scheduled to speak Wednesday afternoon at the Fall Institute. Board re-affirmed if she needs to cancel there would be no issue.

**Awards Report:** Michelle Smith

No reports. The awards were announced and ready to go for Fall Institute.

**Training/Education Report:** Ryan Busch/ Jon Rowe(absent)

Committee is looking at sites in Rochester for spring training, which is at the end of March. Committee has narrowed down topics to include gang training, Sovereign nation, and possibly terrorism. Committee received a request to do a homeless training from Ron Solheid. Committee is looking at doing this 8 hour training at Rasmussen College in St. Cloud sometime in April or May. Committee is the process of contacting the homeless initiative to setup dates. This would be a free training to MCA members with lunch on their own. If things go well the committee would possibly look at a southern location to offer the training.

**Juvenile Justice Report:** Jane Schmid

Committee is reviewing and tweaking the legislative agenda for 2017. A couple of additions to mental health and chemical dependency for juveniles. Committee looked at the mission talking about difference between adults and juvenile legislative agendas. Agenda is focusing on POR for juveniles and eliminating life without parole for juveniles.

Jayne reported having continued discussions about the Juvenile Justice 21, with Mark Haase. Mark has a written work plan for each one of the ten workshops. Juvenile Justice 21 might look at website and on-going resource based for juvenile professionals. MACPO, MCA and JJAC would have input in this for juvenile justice issues. A topic being explored is getting rid of juvenile justice collateral consequences. They are also looking at appropriate resources or programs for juveniles. JJAC is focusing on surveys to assist with learning statistically where we fall with treatment and CD issues. JJAC requested MCA legislative and juvenile justice committees come to speak about 6 points they are looking at. JJAC is geared towards juveniles while MCA is focused on both adult and juveniles.

**Legislative Report:** Cal Saari

Cal reported time is being spent developing 2017 legislative agenda. The committee is having one more meeting in October, before conference to pass the draft agenda. This will be presented at fall institute with final approval in November. The legislative session starts Jan 3 with new members. Cal would like to get out around the state to meet newly elected members. MCA Fall Institute session is coming along and Cal is still confirming speakers. He had hoped to get Senator Al Franken, but has learned he will not be attending.

Cal presented an idea to the legislative committee regarding forming a political action committee (pac). The PAC assist to take position on important topics and funded through voluntary donations. This money would be used to attend charity or fundraising events for support candidates. The committee would be made up of a few people and they would decide where money should go or what fundraisers to attend. Cal provided resources to research at, [MNCFboard.state.mn](http://MNCFboard.state.mn) political website and talks about the pac. It can help answers all questions in 49 page packet. Cal requested the board think about it and give input at next meeting. Cal felt it was worth looking at. A PAC needs to be registered with secretary of state, and have a \$750 fund. A report would need to be done every month to be present to the Board and Legislators. The account could be a special bank account through MCA and Debbie Beltz.

**Nominating Report:** Laura Anderson

The work of the committee has concluded and in process of notifying candidates prior to Fall Institute. Winners will be announced publicly at the annual business meeting at fall Institute. Laurie discussed reconsidering term of treasurer position and enhance compensation for position. She felt some type of stipend option could be looked at. Jennifer is in the process of looking at options.

**Student Services Report:** Mary Oberstar

Mary is looking for co-chair to assist with duties as she is finding it difficult to make it to all career fairs. She has a person in mind and will bring to board for approval. If approved will invite her to the next meeting to do introductions.

**Technology Report:** David Heath

Committee meet last week and focused on booth. They have been looking at home security and technology to educate members. Dan Bick wrote a guide on home security and will have available at Fall Institute. Someone was making a table cloth to donate for booth use. Debbie will order another table runner and cloth for technology committee.

**Administrative:** Debbie Beltz

Debbie in collaboration with Connie Hartwig has reached out to tech savvy volunteers to form a group or committee. An e-mail was sent out and received responses from five members. Tara Rathman has agreed to be lead or chair the group. The group will focus on communications for MCA to include updating Facebook, twitter, and other social media or website advertisements. The group would also assume the responsibilities of the Forum. Debbie was looking for feedback on how the board would want her to proceed with this group. Steve discussed MACPO having their own communication committee. Steve felt it helped MACPO to have a talented group that is well suited to focus on communication, on face book, forum, and advertisement. The executive board supported the discussion being carried over to the larger board. Debbie presented to board to approve a new committee focusing on communication. The committee would have to be added to the by-laws and approval during the Fall Institute's business meeting.

Motion by Jennifer to add committee to by laws, seconded by Mark and all in favor. Debbie will reach out to Connie and let her know the committee can start after fall institute.

MCA has a sponsor, Thrivent Financial that wants to donate money to pay for an open bar. MCA cannot sponsor alcohol or payment of alcohol. The sponsor will need to work directly with Grandview Lodge to work out the arrangements and payment. MCA has received a lot of requests from sponsors to sponsor events at Fall Institute.

MCA apparel is for sale and will be available at the Fall Institute. If members order now they can pick up apparel at the conference.

Registration system went down on August 31<sup>st</sup> for a short period of time that day. The system was overwhelmed by folks all trying to register online for the early registration deadline of September 1<sup>st</sup>. Payment needs to be made by that date for the early rates to apply. Thus far 321 people and 42 vendors registered for Fall Institute as of today.

**New Business:**

- Debbie will send out operating manual and ask for changes to be sent in for approval. Track changes function will be on in the operating manual so changes will be tracked as the changes are made on the document.

Next meeting at conference **Annual Business Meeting Friday October 28, 2016 at 8:15 am-8:45 am**

Mark made motion to adjourn, seconded by Jennifer and approved by board.

Adjourn 12:45 p.m.

Respectfully submitted,

*Sarah Eischens*

Sarah Eischens  
MCA President Elect 2016