**Business Meeting Minutes**

**West Central Warden’s and Superintendents Association Meeting**

**September 12, 2018**

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| * Call to Order | | | | | | | | | | | | |
| * Introduction of Board Members and Executive Director * Executive Director- John Thalacker * President – Tim Haines * Past President – Chad Pringle * President Elect – Darin Young * Treasurer - Connie Hackman * Secretary – Paul Kemper | | | | | | | | | | | | |
| * Treasure’s Report – Connie Hackman     2017 Starting ND Balance:.......... $1,301.57  Sponsors/Dues:.......................... + 14,625.00  Expenses:........................................- 9,631.33  Balance as of 09-13-17:................ $6,295.24  2018 Starting WI Balance:......... $6,295.24  Sponsors/Dues:......................... + 17,770.00  Expenses: - 11,865.05  Ending WI Balance:...................$12,200.19 | | | | | | | | | | | | |
|  |  | | | | * Motion to Approve – Colby Braun * Second – Kris Weitzell * Vote – All in favor | | | | |
| * Old Business * Minutes of last meeting | | | | | | | | | | | | |
|  |  | | | | * Motion to Approve – Michael Meisner * Second – Michelle Smith * Vote – All in favor | | | | |
|  | * Other old business | | | | | | | | | | | |
|  |  | | | | **None** | | | |
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| * New Business | | | | | | | | | | | | |
| 1. Executive Director Report – John Thalacker | | | | | | | | | | | |
|  | | | * + - Web site services: Information was provided to the staff of [www.corrections.com](http://www.corrections.com) in mid-October, 2012, to update the association website. This service is provided at no cost in exchange for conference vendor space if they decide to use it. Thus far, they have not attended. In January 2017, our previous web site domain expired. In consultation with Executive Committee a new domain name was purchased. We have FOUR (4) more years remaining before our name will need to be renewed. The Secretary will be provided the user name, password and pin number as well as the account number for future reference and re-submission in four (4) years. New domain name: westcentralwardens.com.     - Vendor contact: 2012-13 is the first year that the Association (rather than the hosting state) had a single contact with potential vendors at the conference. It is hoped that this position would have three benefits for the association:       * Provide ongoing continuity with vendors from year to year to develop continuity for both vendors and WCWSA,       * Remove any question of propriety by an organization president, who might have business dealings with a specific vendor,       * Lessen the work load of the president planning the annual training.     - In exchange, that Vendor Contact is provided registration, membership and conference travel expenses. At least a 4-5 year commitment is needed to meet the above objectives. Don Redmann from North Dakota has been in this post since its inception and should be thanked for his efforts. The Executive Committee should continue to look at how this position can be most effectively utilized. President should assign someone from their team to work with Don Redmann as co-contacts for vendor issues.     - Bank contact: Great Western Bank in Fort Dodge, IA has an up-to-date listing of members of the Association authorized to expend funds. When other persons are added/removed from the Executive committee, I notify the bank that will begin the process for documentation for the new signatures'.     - Historical record: Created a printed and pictorial summary of events and speakers at the WCWSA 2017 training. Albums containing the conferences from 2006 are available for viewing in the Hospitality Room.     - Press releases – per the 2016 conference, press releases are to be sent to the DOC PIO’s (Public Information Officer) after the conference announcing the persons elected. Those elected are to let the Ex. Director know who to contact. Notices were not sent out in 2017.     - 2018 conference: Warden Tim Haines and the Wisconsin DOC deserve the credit for an outstanding conference! I encouraged the use of the 2006 planning guide and reviewed the agenda with minor suggestions offered.     - Plaque - In keeping with a long standing tradition of WCWSA, I arranged for the purchase of a plaque for the President.     - In July Officer Joseph Gomm (MN) was killed by an inmate at Stillwater prison. This is the first time such an event has occurred in MN as far as anyone knows. In this time of organizational trauma, I thought it very important that this organization support the DOC in MN and specifically the wardens of that state who have supported West Central through the years. While I was not able to attend the funeral due to a long scheduled medical appointment on that day, I did make the trip to MN the day before the visitation. I was able to talk to the family and express our organization condolences and let them know that support and concern for them extended far beyond the borders of MN. While supported by the Executive Committee, due to the unknown status on the budget I have not added any expense for that trip.     - Expenses: Minimal expenses not previously approved (phone, trips to the bank, etc.) were incurred during the last year and no claim will be made for them.     - Memorial service: Volunteers from represented states: (Chad Pringle- North Dakota; Michelle Smith- Minnesota; Judy Smith Wisconsin; Patty Wachtendorf- Iowa) notified me of passing of former wardens and deputies in a timely manner. I would like a volunteer from all states present, but not listed, to be a contact for such information.     - Forward planning: The Regional Directors and Secretaries of Corrections were approached 7 years ago and gave their general support for moving the training state to state and not asking only a few states to carry the training burden for wardens all the time. A schedule was shared that would entail each state being a host every 8-10 years. Members of the Directors group come from Kentucky, Ohio, Michigan, Missouri, Iowa, Kansas, Nebraska, Illinois, Wisconsin, Minnesota, North and South Dakota. We definitely need other state in the region to “step up to the plate” as KY did in 2016 and be more involved if this training is to continue. South Dakota will be hosting the training in 2019. Previous reports have detailed the many efforts to encourage other states to commit to hosting this training. I have expressed my concern that too few states were being asked to host too often. In 2016, however, the leadership of the association was quite firm in their opinion that the training should continue even if only 4-5 states host.     - Finally, the constitution requires an annual review of the Executive Director's position. This is the 13th conference I have served in this position. Soon the time will come, however, when another person should take this position. I do not know exactly when that should occur. Should you desire, I will continue in this position. If you wish to have another person be the Executive Director, I would be happy to step aside and support that person in any way possible. * John Thalacker * Executive Director * September 10, 2018 | | | | | | | | |
|  | | | | 1A. Motion to approve Executive Director Report – Jay Nelson | | | | | | | | |
|  |  | | | | * Second – Bob Johnson * Vote – All in favor | | | |
|  | | | | 1B. Motion to retain John Thalacker as Executive Director – Tim Haines | | | | | | | | | |
|  |  | | | | * Second – Judy Smith * Vote – All in favor   1C. Motion to reimburse John’s trip to MN – Tim Haines  Second – Colby Braun  Vote – All in favor | | | |
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|  | 2. Nominating Committee Report: Chair Michelle Smith | | | | | | | | | | | |
|  | | | | 2A. Nominations   * Nominate Kris Weitzell - New President Elect * Nominate Darrin Young - President * Nominate Connie Hackman - Treasurer * Nominate Paul Kemper - Secretary | | | | | | | | | |
|  |  | | | | * Move to close nominations – Michelle Smith * Second – Connie Hackman * Vote – All in favor | | | | | | | |
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|  | 3. Recognition of new members   * All new members and attendees were recognized | | | | | | | | | | | | |
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|  | 4. Recognition of Past Presidents | | | | | | | | | | | | |
|  | | * Michael Meisner * Michelle Smith * Colby Braun | | | | | | | | |
|  | 5. Review of Notable Achievements | | | | | | | | | | | | |
|  | * Stephanie Hove - WI Promotion – Deputy Secretary * Jessica Cook - SD Promotion – Associate Warden * Sean Fode – ND Promotion – Deputy Warden * Darrin Young – SD Promotion – Director of Prison Operations * Colby Braun – ND Promotion – Interim Director of Prison Operations | | | | | | |
|  | 6. Members encouraged asking their Directors for subjects for future training. | | | | | | | | | | | | |
|  | 7. Review of next meeting location by new President – Darin Young | | | | | | | | | | | | |
|  | | * Looking at holding next year’s conference in Sioux Falls, SD. * Will be held the week after Labor day (Sept 9-12, 2019) | | | | | | | | |
| * Other new Business * Recognition of past members who have passed. * Colby Braun motions to appoint Tim Haines (WI) to take role of vendor contact for organization. Second by Kris Weitzell – passed. * John Thalacker – Consider making contact with Director of ACA to become an affiliate of their organization. This could assist in promoting our conference. It was agreed to pursue this. | | | | | | | | | | | | | |
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| * Adjourn | | | | | | | | | | | | | |
|  | * Motion – Colby Braun * Second – Jay Nelson * Vote – All in favor | | | | | |