**Business Meeting Minutes**

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

**September 11, 2019**

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| * Call to Order
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| * Introduction of Board Members and Executive Director
* Executive Director- John Thalacker
* President – Darin Young
* Past President – Tim Haines
* President Elect –
* Treasurer - Connie Hackman
* Secretary – Paul Kemper
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| * Treasure’s Report – Connie Hackman

 2019 Starting SD Balance:.......... $12,200.19Sponsors/Dues:.......................... + TBDExpenses:........................................- TBDBalance as of :................ TBD2018 Starting WI Balance:......... $6,295.24Sponsors/Dues:......................... + 17,770.00Expenses: - 11,865.05Ending WI Balance:...................$12,200.19 |
|  |  | * Motion to Accept – Michael Meisner (WI)
* Second – Bill Sperfslage (IA)
* Vote – All in favor
 |
| * Old Business
* Minutes of last meeting
 |
|  |  | * Motion to Approve – J. Nelson (IA)
* Second – Bill Bollinger (MN)
* Vote – All in favor
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|  | * Other old business
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|  |  | **None** |
|  |
| * New Business
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| 1. Executive Director Report – John Thalacker
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|  | * + - 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 (westcentralwardens.com) was purchased. We have secured the name for three (3) more years. 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 (3) three years.
		- 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. With the retirement of Don Redmann from North Dakota last year, Tim Haines (WI) was appointed by the Board to the post last year. The Executive Committee should continue to look at how this position can be most effectively utilized. The Association President should assign someone from their team to work with Tim 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 2018 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 selectees are to let the Ex. Director know who to contact. Notices were not sent out in 2018.
		- 2019 conference: Warden Darin Young and staff of South Dakota 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.
		- 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: A volunteer from each state is needed to be the contact point annually to advise me of the passing of former or current wardens or deputies. Volunteers from represented states: (Chad Pringle- ND; Bill Sperfslage - IA; Darin Young - SD; Michael Meissner – WI; Michelle Capps – NE; and Bill Bellinger – MN)
		- For some time I have been looking at ways this excellent training conference can be made available to wardens in neighboring states. With that in mind I made contact with the American Corrections Association (ACA) to see about WCWSA becoming an affiliate. Two levels are possible: “Affiliate with Representation” and General Affiliates.” Details of each were shared with the Board and are as follows:

AFFILIATE with REPRESENTATION are those association representing a major professional or geographical discipline in corrections or related field that pay annual dues to support ACA. One of the benefits of being an affiliate with representation is the opportunity to vote and have a voice in the future of corrections within the Delegate Assembly. Supporting each other is important to ACA and the corrections family. We stay informed of current issues facing all professionals working in the corrections arena where we are affiliated. As an “Affiliate with Representation” you will enjoy additional benefits that are outlined in the contract. The annual membership fee for this type of affiliation is $150.00. GENERAL AFFILIATES are those associations representing a major professional or geographical discipline in corrections or related field who want to be associated with ACA. There is no cost for being a General Affiliate, but you will not receive any of the benefits outlined in the contract, including representation before national legislative bodies and voting privileges within the Delegate Assembly that the affiliate with representation receive. The Board has recommended WCWSA become an affiliate. Therefore, I have prepared the ACA requested documents for approval at this meeting. Forward planning: In that same vein, 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. Iowa will be hosting the training in 2020. 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 14th 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 11, 2019
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|  | 1. Motion to approve Executive Director Report and to retain John Thalacker as Executive Director – Michael Meisner (WI) |
|  |  | * Second – Steve Foster (ND)
* Vote – All in favor
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|  | 2. Nominating Committee:  |
|  | 2A. Nominations* Nominate Michelle Wilhelm (NE) - New President Elect
* Nominate Kris Weitzell (IA) - President
* Nominate Connie Hackman (ND) - Treasurer
* Nominate Stephen Weis (IA) - Secretary
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|  |  | * Move to close nominations – Tim Haines (WI)
* Second – Jay Nelson (IA)
* 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 (WI)
* Tim Haines (WI)
* Chad Pringle (ND)
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|  | 5. Review of next meeting location by new President –  |
|  | * 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
* Proposal to waive hotel bill for two attendees from host state and registration fees (covered by association)

Motion to pass – Chad Pringle (ND) and Jay Nelson (IA)Second – Michael Meisner (WI) and Bob Johnson (IA)Passed – it was recognized that some states won’t be able to cover cost due to travel/mileage restrictions.* Discussion about ACA affiliation.

Motion to affiliate @ $150.00 – Bill Sperfslage (IA)Second – Wanda Marklund (SD) |
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| * Adjourn
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|  | * Motion – Michael Meisner (WI)
* Second – Tim Haines (WI)
* Vote – All in favor- adjourned
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