**Business Meeting Minutes**

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

**September 21, 2016**

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| * Call to Order | | | | | | | | | | | | |
| * Introduction of Board Members and Executive Director * Executive Director- John Thalacker * President - Scott Jordon * Past President - Michelle Smith * President Elect - Chad Pringle * Treasurer - Connie Hackman * Secretary - Tim Haines | | | | | | | | | | | | |
| * Treasure’s Report – Connie Hackman   2015 Starting MN Balance:......... $8,352.57  Sponsors/Dues:......................... + 20,750.00  Expenses: - 16,602.15  Ending MN Balance:...................$12,500.42    2016 Starting KY Balance:.......... $12,500.42  Sponsors/Dues:.......................... + 16,125.00  Expenses:........................................- 6,958.31  Balance as of 09-19-16:................$21,667.11  *As of 09-19-16, KY had expenses to pay to include over $12,000 for conference center/food*  Estimated End Balance: $9,000 | | | | | | | | | | | | |
|  |  | | | | * Motion to Approve – Paul Kemper * Second – Michelle Smith * Vote – All in favor | | | | |
| * Old Business * Minutes of last meeting | | | | | | | | | | | | |
|  |  | | | | * Motion to Approve - Judy Smith * Second – Kris Weitzell * 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 included changes in the Constitution and By-Laws approved at the 2012 conference. 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.     - 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 volunteered for this post. 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 to the Executive committee, I will notify the bank who will begin the process for authorization for the new signatures'.     - Historical record: Created a printed and pictorial summary of events and speakers at the WCWSA 2015 training. Albums containing the last ten years conferences are available for viewing in the Hospitality Room.     - Press releases were prepared and sent to various sites reporting the election of the Association Officers for 2015-2016. Should this practice continue? Yes- Share with each state’s Public Information Officer.     - 2016 conference: Preparation for this year’s conference was unique on several fronts. Since the 2014 conference: Kentucky is hosting for the first time in the 67 year history of the association; two Commissioners have been at the helm, three wardens have been in the “President or President- Elect” slot and President Jordon willingly stepped in the post even without having attended this training before. I would be seriously remiss if I did not offer a huge “Thank You” to Jennifer Fitzgerald for her yeoman contribution to this conference. We had frequent emails and feedback to Jennifer and the President when asked, make suggestions as they occur to me, and encourage the review of the material developed in 2006 as a guide in conference planning. Warden Jordon and staff of the Kentucky DOC deserve the credit for an outstanding conference!     - 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.     - Notify John Thalacker if any current/past Warden or Deputy Warden passes. Volunteers from represented states : Chad Pringle- North Dakota; Michelle Smith- Minnesota; Judy Smith Wisconsin; Patty Wachtendorf- Iowa.     - Forward planning: As noted, this is the first time Kentucky has hosted the annual meeting and their addition is most welcome! The whole corrections system of a state is involved in putting on a training event like that provided by WCWSA. With that in mind, the Regional Directors and Secretaries of Corrections were approached 5 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 states in the region to “step up to the plate” as KY has done and be more involved if this training is to continue. North Dakota will be hosting in 2017. Who will lead in 2018?     - 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. Last year, the leadership of the association was quite firm in their opinion that the training should continue on, if only 4-5 states host.     - Finally, the constitution requires an annual review of the Executive Director's position. This is the 11th 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 18, 2016 | | | | | | | | |
|  | | | | 1A. Motion to approve Executive Director Report – Connie Hackman | | | | | | | | |
|  |  | | | | * Second – Patty Wachtendorf * Vote – All in favor | | | |
|  | | | | 1B. Motion to retain John Thalacker as Executive Director – Judy Smith | | | | | | | | | |
|  |  | | | | * Second – Chris Krueger * Vote – All in favor | | | |
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|  | 2. Nominating Committee Report: Chair Judy Smith | | | | | | | | | | | |
|  | | | | 2A. Nominations   * Nominate Tim Haines - New President Elect * Nominate Chad Pringle - President * Nominate Connie Hackman - Treasurer * Nominate Paul Kemper - Secretary | | | | | | | | | |
|  |  | | | | * Move to close nominations –Troy Schulz * Second - Jeremy Larson * Vote – All in favor | | | | | | | |
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|  | 3. Recognition of new members   * All new members, Chris Krueger, Reed Richardson and all Kentucky attendees were recognized | | | | | | | | | | | | |
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|  | 4. Recognition of Past Presidents | | | | | | | | | | | | |
|  | | * Judy Smith * Michelle Smith | | | | | | | | |
|  | 5. Review of Notable Achievements | | | | | | | | | | | | |
|  | * Marc Clements - WI Promotion * Bruce Reiser - MN Promotion | | | | | | |
|  | 6. Members encouraged asking their Directors for subjects for future training. | | | | | | | | | | | | |
|  | 7. Review of next meeting location by new President – Chad Pringle | | | | | | | | | | | | |
|  | | * May be held in Bismarck or Jamestown, ND * Monday after Labor day | | | | | | | | |
| * Other new Business * Recognition of past members who have passed. | | | | | | | | | | | | | |
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| * Adjourn | | | | | | | | | | | | | |
|  | * Motion – Tim Haines * Second – Connie Hackman * Vote – All in favor | | | | | |