



# Minnesota Law Enforcement Explorer Association

## SEPTEMBER 12, 2001 QUARTERLY MEETING UNAPPROVED MINUTES

1. Chair Johnson called the meeting to order at 11:41 AM. The following people attended: Chair Erik Johnson; Vice Chair Cory Manthei; Treasurer Eddy Manthei; Secretary Jim Stromberg; DuWayne Dixon, MLEEA; Bob Reid, Viking Council; Dan Meyer, St. Louis Park PD; Jeanne Lawrie, Viking Council; Gary Cayo, Minnetonka PD; Gary Pike, Maplewood PD; Julie Olson, Maplewood PD; Mary Bitzan-Hieb, Maplewood PD; Kathy McNeely, New Brighton PD; Cheri Dexter, Washington Co. SO; Heather Richards, Indianhead Council; Eric Lammle, New Hope PD; Jill McDonell, Viking Council; and Jennifer Burdick, Maplewood PD.
2. E. Johnson recognized, with a moment of silence, the firefighters, paramedics, and police officers killed and injured in the September 11, 2001 terrorist attacks on New York and Washington DC.
3. E. Johnson recognized Chaska Police Department Explorer Advisor Sergeant Ben Anderson who was recently shot in the line of duty.
4. J. Stromberg added item 6 d (Burglary in Progress sponsorship) to the agenda and the agenda was approved. The motion to approve was made by E. Manthei, seconded by D. Meyer, and approved unanimously.
5. The minutes of June 13, 2001 meeting were approved. The motion was made by C. Manthei, seconded by G. Cayo, and approved unanimously.
6. Reports:
  - a. Treasurer: E. Manthei reported on the financial health of the association. He provided the attached Treasurers Report. The motion to approve was made by D. Dixon, seconded by G. Cayo, and approved unanimously. E. Manthei reported that he is in the process of researching investment options. E. Manthei encouraged the Association to have its financial books audited. He will research auditor services.
  - b. Fundraising Committee: L. Johnson and A. Kniss (both unable to attend in person) submitted a written report and it is attached to these minutes. The report made the following points:
    - i. A fundraising letter has been created and sent.
    - ii. A videographer should be hired to document the 2002 Midwest Conference and to create a fundraising video.
    - iii. The Treasurer should track funds raised by the fundraising committee.
    - iv. An informational brochure was drafted and the Board should review it for changes and additions. It was agreed in general discussions that the brochure and a fundraising video need to emphasize skills such as leadership, maturity, and service and de-emphasize vocational law-enforcement skills. The Fundraising Committee was encouraged to meet with BSA for help on this issue.
    - v. The Association website should offer a financial donation page.
    - vi. The Fundraising Committee will soon be soliciting scholarship fund donations.
    - vii. The Fundraising Committee should assume the duties of the Scholarship Committee.



## Minnesota Law Enforcement Explorer Association

- c. Scholarship Committee: Eddy Manthei reported for the Scholarship Committee. He asked what the award criteria were because some posts have a negative balance in their scholarship accounts. Forest Lake PD Chief Schwartz is no longer interested in serving on the Scholarship Committee. G. Cayo motioned, E. Lamle seconded, and all approved unanimously:
  - i. to route future scholarship requests through the Association Treasurer;
  - ii. the Treasurer should assure that all rules are followed;
  - iii. a scholarship application form should be added to the web site;
  - iv. and a generic press release should be mailed out with each scholarship check.
- d. Web Site: DuWayne Dixon reported on the Association's web site. He advised that everything is operating smoothly and that meeting minutes from 1999 forward are on the web site.

[The meeting was recessed from 12:16 PM to 12:38 PM for lunch.]

- e. Membership Committee: Dan Meyer reported that the Membership Committee has not been active. He made himself available to assist the board as needed. Bob Reid stated that the Scouting office would forward the names of new advisors to D. Meyer so he may get in touch with them and offer the Association's assistance.
- f. Nationals Committee: Gary Cayo reported for the Nationals Committee. Nationals Conference paperwork should be submitted to the National Scout office before December to assure the best housing accommodations and competitions. Regardless of the instructions from the National Scout office, medical forms should be submitted with conference registration forms and money. National Conference information can be found at the web site [www.learning-for-life.com](http://www.learning-for-life.com). Posts are encouraged to nominate an explorer to serve as the National Youth President. Advisors may call G. Cayo with questions.
- g. Midwest Conference Committee: No report. Committee status discussed below under 7c, Old Business.

### 7. Old Business

- a. Joint, bulk-rate transportation options for Nationals: The best price G. Cayo found was \$291.00 per person. Under this pricing agreement, the number of tickets may be changed up to sixty days before travel and names can be changed up to twenty-four hours before travel. To secure this price and options, the Association must pay a \$40.00, refundable deposit on one hundred seats. E. Manthei noted that the Association could afford to front the \$4,000.00 refundable deposit.
- b. Video Production Status: E. Manthei was promised copies of the video taken by the White Earth Band PD at the 2001 Midwest Conference; however, he has not received it yet.
- c. Formalization of Midwest Conference Committee: G. Cayo asked for guidance about the size of the committee and who should serve on the committee. It was agreed that the Midwest Conference Committee should consist of a representative from each component of the conference (registration, competitions, security, entertainment, shooting, etcetera). G. Cayo and C. Manthei will formulate a committee, meet, and report back at the next Association meeting.



## Minnesota Law Enforcement Explorer Association

- d. Cragan's proposal to host Midwest Conference: Cragan's invited the MLEEA to visit their resort. It was agreed by consensus that the Midwest Conference Committee formation team of G. Cayo and C. Manthei should visit Cragan's and report back to the Association.
- e. Thank you letter and plaque for DEA: G. Cayo will confirm St. Paul PD's commitment to host the Arrest and Search competition at future Midwest Conferences. He will send the DEA a letter thanking them for their past service.
- f. New E-mail address: J. Stromberg advised the new Hotmail address did not work out for the Association because it capped the number of same-message recipients at fifty. A new address at Yahoo (which allows for one-hundred recipients) was being set up and, once established, an informational message will be sent to all Association members. MLEEA staff people will be issued the Association's e-mail address password so they may access and send messages.

### 8. New Business

- a. Working with Indianhead Law Enforcement cluster: C. Manthei encouraged Posts from the east metro and the west metro to work and communicate more with each other.
- b. Discount ticket distribution and volunteers at event: E. Manthei learned of two fundraising opportunities for the Association by working with the Women's Health Expo (Minneapolis Convention Center, October 26 – 28, 2001). First, MLEEA posts may distribute \$2.00 discount coupons and, for each coupon used, Women's Health Expo coordinators will donate \$2.00 to MLEEA. Second, MLEEA explorers may work miscellaneous jobs (ticket taking, door monitors, greeters, bag stuffing, etcetera) at the Expo and earn the Association \$6.00 per hour. It was agreed by consensus to have E. Manthei advise his contact that the Association is interested working with the Women's Health Expo.
- c. Burglary scenario: J. Stromberg reported that he wants to turn over control of the Burglary in Progress scenario at the Midwest Conference. Bill Michael from Coon Rapids PD received approval from his chief to take over the duties associated with the Burglary in Progress scenario. The Association asked J. Stromberg to make sure that Coon Rapids PD is willing to accept the Burglary in Progress scenario for several (five plus) years.

### 9. Miscellaneous Items:

- a. G. Cayo informed the Association that the Law Enforcement Memorial Association is planning its annual Peacekeepers Race to Remember 5K run for May 18, 2001 and that LEMA will be requesting assistance from the MLEEA.
- b. G. Cayo reported that Mike Atkinson from the Hennepin County Attorney's Office is concerned about all of the requests he has received to teach White Collar Crime. In the interest of fairness, the Hennepin County Attorney's Office will produce a White Collar Crime training video and will mail it to all explorer posts.
- c. G. Cayo announced that he was recently elected as President of the Minnesota Fraternal Order of Police. He will lobby for FOP funding of the Explorer program and will work toward a FOP and Exploring partnership.



## Minnesota Law Enforcement Explorer Association

- d. E. Johnson reminding all posts to apply for the 2002 Don Cup award. Applicants should detail post activities that demonstrate the ideals behind the Don Cup.
  - e. K. McNeely advised that New Brighton PD is interested in overseeing security functions for the Midwest Conference. She was encouraged to participate in meetings with G. Cayo and C. Manthei.
  - f. The next meeting will be on December 12, 2001 at 11:30 AM. The meeting location was not determined.
10. The meeting adjourned at 1:50 PM (motion by D. Dixon, seconded by E. Johnson, and approved by all).