

Board Meeting of the Foundation
For Partnerships in Correctional Excellence
May 23, 2001
Tallahassee, Florida

Members in Attendance:

John Thompson, President
Richard Nimer, Vice President
Louie L. Wainwright
Lyn Stanfield
Mark Tallent
Jim Williams
Mary Hanley
Harvey Ferrell
Tom Rush
Jennifer LaVia
Doris Corbett
Sheila Logue
Bill Janes

Special Guest:

Michael Wolfe, Deputy Secretary

Mr. Nimer introduced Mr. Wolfe who then praised the efforts of Mr. Nimer, and Ms. Logue for expeditiously handling the emergency needs of Department of Corrections' family members in their times of crisis.

He also thanked and welcomed all of the new board members and especially Secretary Wainwright and added that Sgt. Ferrell would be a fine addition to the board.

President's Remarks:

President Thompson responded to Mr. Wolfe's comments, favorably acknowledging the board's appreciation of the Department of Corrections' commitment and support.

Mr. Thompson raised the question about the possibility of the board members receiving ID badges reflecting that they are DSO board members and or/lapel pins. Mr. Nimer responded that the DC ID cards could not be modified to reflect the Foundation. Mr. Wolfe supports this action.

Mr. Nimer introduced the all-new board members and then asked the other members to introduce themselves.

Mr. Thompson defined the role of the board members and gave his views on how he feels the board should function. He wants to see things happen and wants members to be active, which has not taken place historically on the board. He feels the following issues need to be addressed:

- Ways to increase funding for the Foundation for employee assistance and unrestricted funds
- More frequent board meetings so that the board can be more productive.
- The Foundation's increased independence from the department to get more private funding.
- How to identify things that need to be accomplished by the board.
- Tasks that need to be accomplished going through a committee structure.

Mr. Thompson welcomed all members to call or e-mail him at any time with ideas or concerns.

The draft of the committee assignments was reviewed with members being identified to serve on committees as follows:

Executive Committee:

John Thompson, President
Richard J. Nimer, Vice President
Mark Tallent, Treasurer
Ed Kinsey, Secretary
Jim Williams
Wilson C. Bell

Development Committee

Bill Janes, Chairman	Jim Williams
Louie L. Wainwright	Evelyn Ploumis-Devick
Frank Costantino	Ed Kinsey
Mary Hanley	

Program Committee

Wilson C. Bell, Chairman
Evelyn Ploumis-Devick
Ike Griffin

Communications & Marketing Committee

Lyn Stanfield, Chairperson
Jennifer LaVia
Harvey Ferrell

Special Events Committee

Richard Nimer, Chairman
Lyn Stanfield
Tom Rush
Mark Tallent
Doris Corbett
Louie L. Wainwright

It was decided that each Chairperson would develop e-mail mailing lists for their committee members to make communicating with them easier.

Committee Chairmen are to develop charters and bring them back to the table in sixty days. Chairperson's reports are due to President Thompson by July 23.

Election of Treasurer:

Mr. Nimer nominated Mark Tallent as the new Treasurer. The nomination was seconded and unanimously approved. Mark Tallent was elected as the new Treasurer, replacing Jim Bidy.

Approval of Minutes of last board meeting:

The minutes from the November 16, 2000, board meeting were approved as written.

Action Items from Last Meeting:

- Name badges for board members:

It was decided that the name badges for Foundation members should have the word "Foundation" in addition to the official DC seal. Mr. Nimer said that he would attempt to get this accomplished by the next board meeting. If not possible, he will send out the rationale of why not.

Ms. Stanfield suggested the formation of a Communications and Marketing Committee to get the word out about the Foundation. The formation of the committee was approved. Mr. Williams suggested that the Committee update the Foundation's brochure at this time as well. Mr. Stanfield agreed to chair the committee.

Grant seeking:

Mr. Nimer advised that, due to staff shortages, and the loss of more positions, that the department does not have staff resources to accomplish grant-writing tasks. Mr. Thompson added that this is why the work of the Development Committee is so important in marketing the Foundation independent of DC.

Ms. Stanfield suggested the possibility of getting a contract person to write some grants.

Mr. Williams made a motion to allocate \$5,000 to pursue getting someone to find some grant funding. Motion was seconded and unanimously approved. The money will come from the Farmworker Housing grant.

Membership:

Sheila Logue reported that the membership has grown from less than 100 members to over 3,500 members in just eight months.

It was suggested the following be considered to boost membership:

- Look into the possibility of making the Foundation information a basic part of employee orientation and the orientation manual.
- Place two to four articles a year in the Compass to reflect the work of the Foundation. Include testimonials of the recipients of the Foundation's good work. The Communications and Marketing Committee would provide assistance on this project.

Mr. Thompson again emphasized the importance of the board engaging itself and becoming pro-active.

Jim Williams suggested that board members visit institutions in their geographical areas. He stated that he would pilot this by visiting several institutions within the Jacksonville area to promote the Foundation. He will target the shift change times to address line officers.

Mr. Williams and Mr. Thompson stated that Kairos volunteers could help with this as well. Board members could meet with the wardens and colonels to set this up. It would be helpful to have a recipient of employee assistance present at the meetings with staff.

Ms. Lyn Stanfield will investigate the possibility of getting plaques donated to present to vendors who contribute certain amounts to the Foundation. Mr. Janes mentioned finding out which companies

employ the most offenders and possibly targeting them for donations.

The ideas for incentives for those line officers that are not able to dress down for casual days included the following:

- Lapel pin
- Mug or other specialty item

Budget:

Based on the Farmworker Housing Grant allocation, Sheila will provide Mark Tallent with the figures so that he can develop a budget. He will then e-mail it to all Board members within thirty days from this date. (By July 23)

It was requested that all Board members be added to the Compass mailing list.

Mr. Nimer will follow up by contacting members about institutional visits in coordination with his visits.

Mr. Nimer will draft a letter inviting board members to come to executive meetings and speak for five to ten minutes with lists of members and lists of recipients of the Foundations help.

Financial report:

President Thompson suggested reinstating life-time memberships to \$1000 rather than the current \$100. We will investigate this policy and see when and if it was changed. Discuss at August 8 meeting.

Bill Janes moved and Richard Nimer seconded that we allocate \$5,000 to procure wellness equipment. All approved.

Jim Williams entered a motion to allocate up to \$5,000 for retention of a grant writer to bring in unrestricted funds. All approved.

The suggestion was made to change and shorten the name of the Foundation to something more appropriate. Board members were all asked to give this some thought between now and the next meeting and be prepared to discuss at the August 8 board meeting.

Sheila advised that renewal of the liability insurance for the Foundation is going to cost \$1500 for one year's coverage. The board agreed to pay this out of the Farmworker Housing grant. It was also agreed that we pay our accounting costs of \$3,600 out of the grant.

The annual Golf Tournament, scheduled for the end of September, was also discussed briefly. We will try to get the Havana Country Club for the event.

There being no further business, the board adjourned at 2:45 p.m.

Respectfully submitted,

Gail Snover
Personal Secretary