



Law Enforcement Records and Information Association

Executive Board Meeting Minutes

Date	August 22, 2024	Online
Time	1000-1200	

Members in attendance:

Executive Board			Advisory Positions		
<input checked="" type="checkbox"/>	President	Cathy Munoz	<input checked="" type="checkbox"/>	WASPC Ex-Officio	Joan Smith
<input type="checkbox"/>	1 st Vice President	Erica Meeks	<input type="checkbox"/>	Committee Chair (Training)	Debbie Wharton - <i>Excused</i>
<input type="checkbox"/>	2 nd Vice President	Lisa Edlin	<input checked="" type="checkbox"/>	Committee Co-Chair (Conference)	Rana Hoover
<input checked="" type="checkbox"/>	Secretary	Heather Ging	<input checked="" type="checkbox"/>	Committee Co-Chair (Conference)	Michelle Budau
<input type="checkbox"/>	Treasurer	Ilia Heath	<input type="checkbox"/>	Committee Chair (Membership)	Lisa Edlin
<input type="checkbox"/>	Director	Alexandra Copeland	<input type="checkbox"/>	Committee Co-Chair (Prop/Evidence)	Heather Ging
<input checked="" type="checkbox"/>	Director	Amanda Towle	<input type="checkbox"/>	Committee Co-Chair (Prop/Evidence)	Erica Meeks
<input checked="" type="checkbox"/>	Director	Ashley Williams	<input type="checkbox"/>	Committee Chair (Bylaws)	Kirsty Jones - <i>Excused</i>
<input type="checkbox"/>	Past President	Kirsty Jones - <i>Excused</i>	<input checked="" type="checkbox"/>	Committee Chair (Legislative)	Rebecca Hendricks

1) Call to order – Cathy Munoz @ 1003

2) Attendance – Cathy Munoz

a. Quorum not met – no voting will be held

3) Call for Additional Agenda Items – Cathy Munoz

4) Secretary Minutes – Heather Ging

- a. Approval of minutes from July 2024 meeting
- b. No changes needed – will vote on at next meeting as Quorum not met

5) Treasurer – Ilia Heath – **Tabled for next meeting**

- a. Account status
- b. Investments

6) Old Business

- a. Committee updates
 - i. Legislative – Rebecca Hendrix
 - 1. Legislative committee sent a comment to legislation on behalf of LEIRA regarding the potential CORE changes – no response from legislation
 - ii. Memberships – Lisa Edlin
 - 1. Lisa will be moving next year – we will need a new Membership committee chair
 - iii. Regional Training –Cathy Munoz
 - 1. Appoint Debbie Wharton as new chair
 - 2. 2024 Classes update
 - a. Warrants and Orders – Alexandra Copeland- online Oct. 29, 1-5
 - i. Postponed until roughly February 2025
 - b. Records Management – Julie Ubert and Alexandra Copeland – online Nov 13, 8-5.
 - c. Advanced PDR
 - i. Is sold out, and 13 on waitlist and others wanting to take course. Discussion with Sara to see if can schedule a 2nd class
 - d. Mandi Caldwell and BWC Class
 - i. Mandi will revamp and re-name
 - ii. Will teach next year
 - e. Beginning PDR 2025
 - i. Julie still willing to teach after Cathy’s retirement.
 - ii. May need a co-teach still though – attempt to find someone willing to co-teach
 - iv. Bylaws – Kirsty Jones
 - 1. Quarterly Report
 - 2. Last chance for ByLaw changes before General Meeting Vote

- v. Conference 2025 – Co-Chair Michelle Budau
 - 1. [LEIRA Fall 2025 Conference](#) Whitman link for reference
 - 2. Status of planning
 - 3. Debbie Wharton – training chair
 - 4. A standing committee meeting has been set for Tuesday's at 1400
 - 5. Lisa will be stepping down as Vendor Liaison since she will be moving
 - 6. Email Debbie & Cathy & Conference Chairs ideas for conference classes and instructors – Hoping to nail down conference classes by end of year

- vi. Property/Evidence– Heather Ging/Erica Meeks
 - 1. Nothing to report

- b. Lunch with LEIRA – Ashley Williams
 - i. Starting to schedule 2025
 - ii. Looking for ideas
 - iii. Feedback is people enjoy LWL
 - iv. Will attempt to get handouts/presentations prior to the LWL, so can email out with last reminder prior to the LWL

- c. Election
 - i. Open positions are President, 1st VP, 2nd VP, Secretary, Director (Ashley's)
 - ii. Kirsty will be emailing out details and call for nominations soon

7) New Business

8) Meeting adjourned @ 1039