



Law Enforcement Records and Information Association

Executive Board Meeting Minutes

Date	April 27, 2023	Online
Time	1000-1200	

Members in attendance:

<input checked="" type="checkbox"/>	President	Cathy Munoz	<input checked="" type="checkbox"/>	Past President	Kirsty Jones
<input checked="" type="checkbox"/>	1 st Vice President	Candice Mauracher		Advisory Positions	Members in attendance
<input checked="" type="checkbox"/>	2 nd Vice President	Amanda Towle	<input type="checkbox"/>	WASPC Ex-Officio	<i>Joan Smith - Excused</i>
<input checked="" type="checkbox"/>	Secretary	Heather Ging	<input type="checkbox"/>	Committee Chair (Training)	Heather Ging
<input type="checkbox"/>	Treasurer	<i>Ilia Heath - Excused</i>	<input type="checkbox"/>	Committee Chair (Conference)	Candice Mauracher
<input type="checkbox"/>	Director	<i>Erica Meeks - Absent</i>	<input checked="" type="checkbox"/>	Committee Chair (Legislative)	Jeanne Johnson-Jacobs
<input checked="" type="checkbox"/>	Director	Lisa Edlin	<input type="checkbox"/>	Committee Chair (Bylaws)	Cathy Munoz
<input checked="" type="checkbox"/>	Director	Megan LeBlanc	<input type="checkbox"/>	Committee Chair (Prop/Evidence)	

- 1) **Call to order – Cathy Munoz @ 1002**
- 2) **Attendance – Cathy Munoz**
- 3) **Call for Additional Agenda Items – Cathy Munoz**
- 4) **Appreciation**
- 5) **Secretary Minutes – Heather Ging**
 - a. Approval of minutes from March 2023 E-board meeting
 - b. Kirsty Jones makes motion to approve
 - c. Lisa Edlin seconds the motion
 - d. Motion passes – March 2023 E-board meeting minutes approved
- 6) **Treasurer – Ilia Heath - Tabled**
 - a. Per diem language change
 - b. Reimbursement form update

7) Old Business

- a. Committee updates
 - i. Legislative – Jeanne Johnson Jacobs
 - 1. 1st Quarter Report
 - 2. Discussion of Blake and Assault Weapons
 - ii. Memberships – Kirsty Jones
 - 1. Membership up from last month – 22% increase
 - 2. Membership looks good
 - iii. Training – Heather Ging
 - 1. PRA Advanced / May 8 @ 0900-1700 / Online / Karen Horowitz – Proctor Cathy Munoz
 - 2. De-Escalation – May 10/ Kirkland PD MHP Renee Cox and Ofc. Tyler Davidson – Proctor Heather
 - 3. Evidence Management Institute – Kirsty/Cathy
 - a. Cathy will reach out to agencies to find a host
 - 4. Body Worn Camera Training – Skagit County Request - Megan LeBlanc
 - a. Still in the works – working with Kirsty
 - 5. Secondary Trauma/Mental Health / July 25 @ 10-12 / Online/ Phoebe Mulligan, LICSW – Proctor Cathy Munoz
 - a. Approved training – Cathy will go forward and set it up
 - b. Heather will make a flyer and registration
 - iv. Bylaws – Cathy - **Tabled**
 - v. Conference Chair Candace
 - 1. 2023 Conference Committee update – Candice Mauracher
 - 2. General update – Candice Mauracher
 - 3. Training - Kirsty Jones
 - 4. Registration – Cathy Munoz
 - 5. PR – Heather Ging
 - a. Heather will get numbers for making candles as a ‘Thank you’
 - 6. Sponsors – Lisa Edlin
 - a. State Ethics Law Research
 - 7. Scholarship Award – Cathy Munoz
 - a. Selection of winner.
 - b. Lisa Edlin makes motion to award scholarship to Marcie Lammers of Jefferson County Sheriff’s Office
 - c. Kirsty Jones seconds the motion
 - d. Motion passes. Wanda Wareham Memorial Scholarship will be awarded to Marcie Lammers.
 - e. Kirsty will include in email blast to members
 - f. Cathy will notify Marcie and other applicants
 - 8. Baskets
 - a. Lisa will put together new attendees’ basket
 - b. Kirsty will put together the board basket
 - vi. Property/Evidence– Cathy

- b. Future Conference – Cathy Munoz/Amanda Towle
 - i. Rana Hoover from Pacific and Michelle Badau from Issaquah PD Co-Conference Chairs
 - 1. Both interested in planning next conference. Will begin building that relationship and working with them to start planning.
- c. Lunch with LEIRA – Megan LeBlanc
 - i. 84 attendees for April LWL – Received good feedback, liked the Q&A and feedback

8) New Business

- a. Kirsty awarded plaque for past president contribution

9) Adjourned @ 1112

- a. Kirsty Jones makes motion to adjourn
- b. Megan LeBlanc seconds the motion
- c. Motion passes