



Law Enforcement Records and Information Association

Executive Board Meeting Minutes

Date	February 1, 2022	Online
Time	0900-1500	

Members in attendance:

<input checked="" type="checkbox"/>	President	Kirsty Jones	<input checked="" type="checkbox"/>	Director	Heather Ging
<input type="checkbox"/>	1 st Vice President	Chris Leyda (sick)	<input type="checkbox"/>	Director	Erica Meeks
<input checked="" type="checkbox"/>	2 nd Vice President	Cathy Munoz	<input checked="" type="checkbox"/>	WASPC Ex-Officio	Joan Smith
<input type="checkbox"/>	Secretary	Ellen Hyde (sick)	<input checked="" type="checkbox"/>	Past President	Jeanne Johnson Jacobs
<input checked="" type="checkbox"/>	Treasurer	Ilia Heath	<input checked="" type="checkbox"/>	Committee Chair (Training)	Heather Ging
<input checked="" type="checkbox"/>	Director	Lisa Edlin	<input checked="" type="checkbox"/>	Committee Chair (Conference)	Josh Rees

1) Call to order – Kirsty Jones @ 0902

2) Call for Additional Agenda Items – Kirsty Jones

- a. Jeanne – Request reports/agenda be available a week before the meeting

3) Secretary Minutes – Ellen Hyde

- a. Approval of minutes from November 2021 E-board Meeting (see attachment #1)
Not available yet – will send out by email and vote for approval

4) Membership Report – Kirsty Jones (see attachment #2)

- a. Some E-board members still haven't received a valid invoice
- b. Many members have contacted Ilia with difficulties – not receiving invoices, locked out of account, etc.
- c. Will add to newsletter explanation and that there is still an option to register as a non-member to renew membership

5) Legislative Committee Report - Cathy Munoz (see attachment #3)

- a. WSP Firearms background checks
 - i. Q&A went well - Comments and proposals were well received; over 90 attended
 - ii. Cathy has been invited by WSP to join the committee that will draft any legislation and WASPC working group that will review proposals before the WASPC conference
 - iii. WSP has not decided on a path and will not be proposing any legislation this session

- iv. WSP has expressed they will not continue NICS training; NICS will also not offer training so this is a concern if agencies are still required to do background checks for CPL
- b. New committee member, Rebeca Hendrix, from South Sound 911
- c. Monitoring new bills:
 - i. Sunshine committee bill to clean up juvenile exemptions in the PRA has gone through the House but not the Senate; another bill to protect juvenile victims has conflicting language
 - ii. Body camera bill died but may have been revived but unlikely to pass

6) Training Report

- a. WSP Firearms Q&A – Heather - 111 registered / 93 attended with great participation
- b. March PRA Intro – Heather - 16 registered; reg closes 2/25; will promote in newsletter
- c. July PRA Intro – Lacey not available for venue; will cancel intro class and continue with advanced online
- d. IAPE update – Kirsty – intro class has ~40 registration; supervisor class has low enrollment and may be cancelled; Spokane PD just cancelled one day of the registration so need to shift class
- e. WSP Property/Evidence – Heather – online spring May/June and September/October (maybe in person) dates TBA
- f. PRI update – Chris – tabled, **need update by email**
- g. Bodycam panel update – Cathy 5/25 1000-1200; 3 speakers from Seattle PD & Ramsey Ramerman; short presentation then Q&A; some handouts; \$25 members/\$75 non-members
- h. West Point Leadership Course – Cathy
 - i. WCIA has committed \$5K
 - ii. Three-week course with a few weeks' breaks in between July 18-22; Aug 8-12; and Aug 29-Sep 2
 - iii. Suggest Spokane area due to lower housing cost
 - iv. Total cost will be ~\$20-25K
 - v. Looking at host sites – including a casino as it has training rooms/hotel/restaurants all in one
 - vi. Need guidance from Eboard on whether to proceed, how much to charge, minimum number, etc.
 - vii. Partnerships
 - 1. WASPC partnership – David Doll ddoll@waspc.org
 - 2. FBI LEEDA may be able to help promote
 - 3. Could also expand to northern Idaho
 - 4. Kirsty to send Cathy info from GovQA and FileOnQ and Spokane PD contacts

Break 1037-1050

- i. WASPC NIBRS update – Joan
 - i. 2/2 1000-1500 same as September webinar; working on regular schedule for 2022
 - ii. FBI will now do virtual training twice a year per region. We are in the Western region – WA, CA, OR, ID, HI, AK, WY will be in April/September
 - iii. FBI also has training videos available on LEEP or WASPC can send it to you cjis@waspc.org

- j. Status on in person trainings for 2022? – Continue online for now; potentially resume to in person in the fall

7) Treasurer Report – Ilia Heath (see attachment #4)

- a. 2020 Audit results – link was sent to Ellen but hasn't been completed; Cathy will complete
- b. Current status of accounts – see attached
- c. Upcoming expenditures – will have 2022 professional services fees soon and will file 2021 taxes
- d. 2021 Audit needs to be completed – Cathy & Josh

8) Old Business

- a. New member pins/letter – Kirsty
 - i. And directory
- b. Process for past due invoices (*tabled from Nov 2021 meeting*)
 - i. Specifically for training, not membership
 - ii. Ilia and Cathy are reviewing all open invoices
 - iii. Lisa can help with reminder emails/phone calls
- c. Distribute LEIRA Logowear - Chris
- d. 2022 CJTC Records Academy 4/25-29 @ Dupont PD - Kirsty
- e. Draft LE Records Retention Schedule V8.0 – Kirsty
- f. WASPC Spring 2022 conference May 23-26 in Spokane – who should go?
 - i. Motion by Jeanne to send Kirsty & Chris
 - ii. Lisa 2nd
 - iii. No opposition motion passes
- g. Review meeting schedule for 2022
 - i. June 7 @ 0900 – Online
 - ii. September 7 @ 0900 – Online
 - iii. November 7-9 @ Semiahmoo Resort (Lisa won't make it)

9) New Business

- a. 2023 Conference – Set timeline, create committee
 - i. Committee
 - 1. Committee is usually from host agency
 - 2. Should include all regional agencies - Blaine PD, WCSO, Bellingham PD, Ferndale PD, Everson PD, Lummi Tribal, Nooksack Tribal
 - 3. Schedule kickoff meeting for late February or early
 - 4. Tasks include check in/Registration, proctoring classes, directing people and reaching out to chamber of commerce (Blaine PD), holding/shipping supplies
 - 5. Send out invitation to all members; email Josh with interest; looking for 8-10 core members for 2 hours a month and will ramp up in 2023
 - ii. Timeline
 - 1. Use previous timeline and update
 - 2. Include deadline for instructors to send in curriculum
 - iii. Roles
 - 1. Venue – Josh
 - 2. Vendors – Chris
 - 3. Registration – Cathy (investigate Memberclicks)

4. Trainers (bios, pics, equipment, proctor, rooms, hotel, contact, curriculum, etc.) – Heather & committee proctors
 5. Financial - treasurer
- iv. Training tracks – see online
 - v. Note – DOC print shop has been completely closed due to COVID

10) Adjournment @ 1207

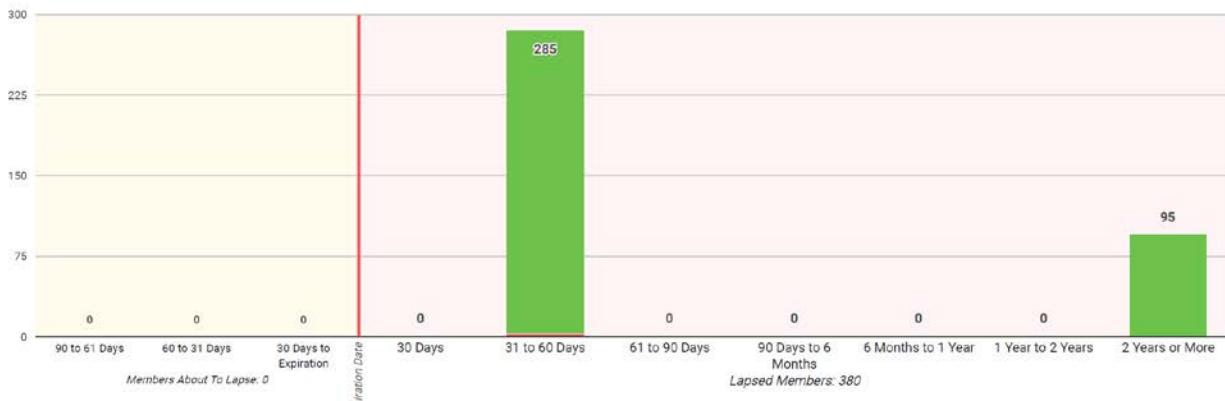
Current Membership as of 1/31/22

Current Membership Rosters			
Member Type	Lapsed	Graced	Active
Admin	0	3	8
Lifetime	0	0	29
Member	378	0	182
Total	378	3	219
Prospect			432
Total Active			651

New Memberships 11/1/21-1/31/22

New Members in the Last 90 Days	
Member Type	New Members
Admin	0
Lifetime	0
Member	9
Total	9
Prospect	14
Total New	23

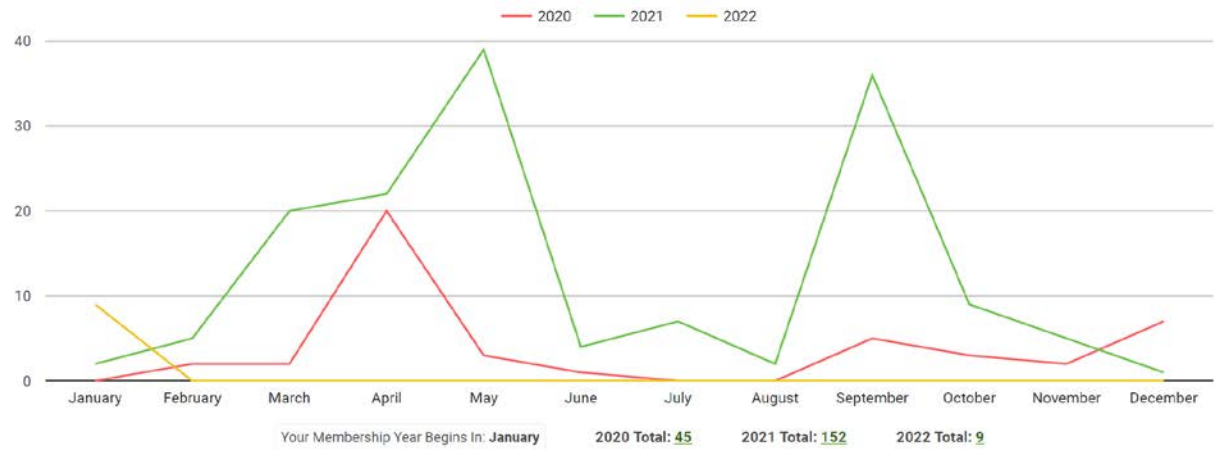
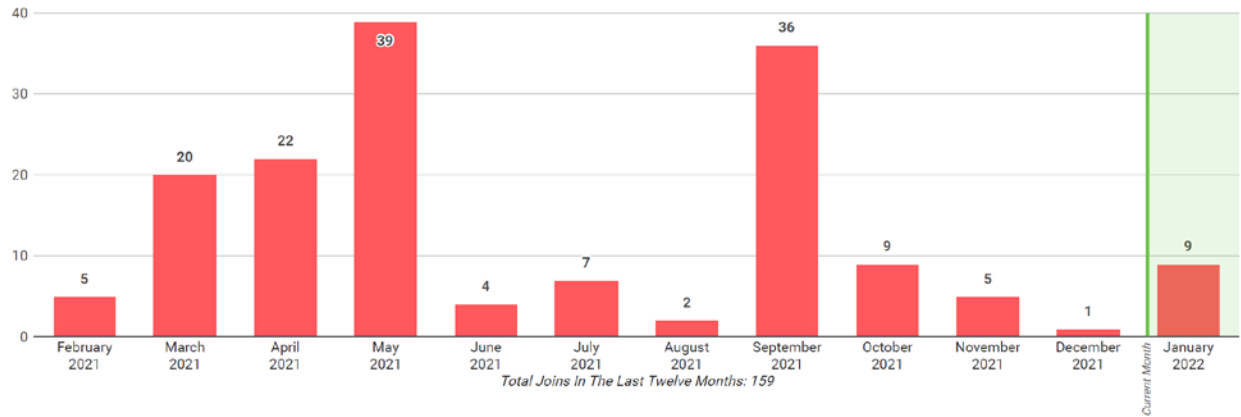
Lapsed Membership



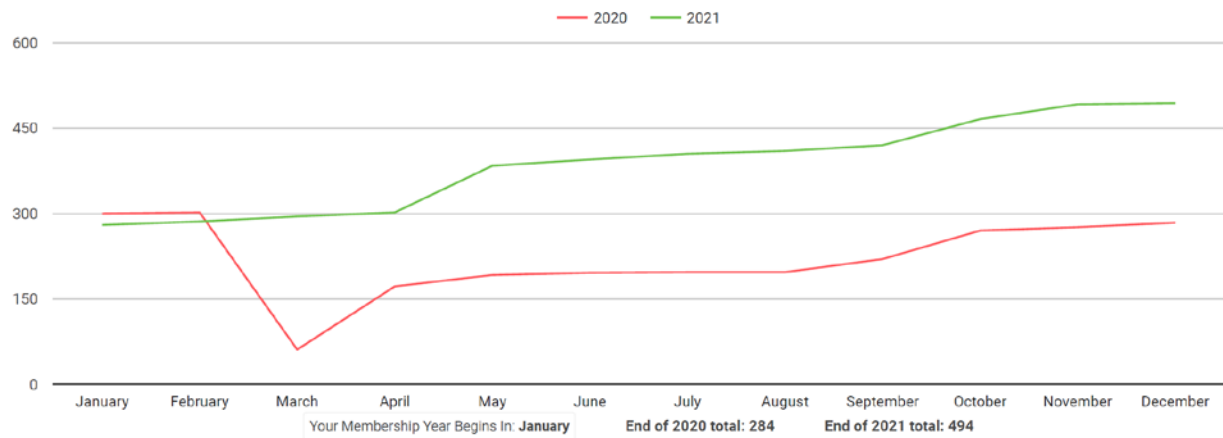
Membership Renewals (breakdown by month)

2022 Membership Year	115
January	115
2021 Membership Year	42
January	0
February	0
March	0
April	0
May	1
June	1
July	0
August	0
September	0
October	0
November	0
December	40
2020 Membership Year	161
January	0
February	0
March	19
April	92
May	13
June	3
July	1
August	0
September	4
October	28
November	1
December	0

New Memberships (breakdown by month)



Total Yearly Membership





LEIRA EXECUTIVE BOARD

"Dedicated to the advancement of knowledge through sharing & exchange of professional experiences & technology"

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To: LEIRA Executive Board

From: Cathy Munoz, Legislative Committee Chair

Ref: Committee Activity Report

Date: February 1, 2022

I am happy to report that I have a volunteer to join me on the committee. Rebecca Hendricks from South Sound 911 will be working with me on various issues. She has a special interest in the upcoming firearms changes and the conversations with WSP.

Cathy has been working as a liaison with Kateri Anderson of WSP for the upcoming firearms background checks. We hosted a Q & A session with over 90 people attending. It seemed to be successful in answering questions, posing some new suggestions and possibilities, and having an open dialog. Kateri has agreed to have another session once she has had a chance to meet with more interested parties like WASPC and has more answers as to the path the issue is on. This will probably happen very late spring or early summer.

WASPC was made aware of the successful session and our involvement in the issue. They have reached out to me to serve on a small group committee they are forming that will be meeting prior to the presentation to WASPC members at the spring conference. The reason for the group is for WASPC to try to understand how their members feel about the potential changes. My role on that committee is to present some of the discussion points that our members brought up so that the sheriffs and police chiefs on the committee can hear our perspective.

This is a short legislative session and while there are several bills that have been proposed that can affect our operations, but there is nothing that will have severe negative impacts at this point and a few would be very helpful. I am monitoring several that have to do with expunging records, traffic cameras, sexual exploitation, juvenile records, and body worn cameras. HB 1041 is the Sunshine Committee bill that seeks to standardize redactions for juvenile records and helps clear up at least some of the confusion on when and who can



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release a record. It also helps rewrite the confusing language on the child sexual assault victims. This is the 3rd time it has been proposed, but so far it has passed the House and has been introduced in the Senate.

For 2022, the committee plans to attend Sunshine Committee meetings remotely when possible.



LEIRA

Treasurer's Report

Bank Balances as of 02/01/22

Checking	\$17,180.43
Savings	\$40,378.46
Total	\$57,558.89

LEIRA

Statement of Activity

January - December 2021

	TOTAL
Revenue	
Earned Interest	14.65
Membership	6,625.00
Regional Training	
04 Reg Trng-Apr	3,375.00
05 Reg Trng-May	4,750.00
06 Reg Trng-Jun	13,925.00
07 Reg Trng-Jul	200.00
09 Reg Trng-Sept	5,150.00
10 Reg Trng-Oct	5,650.00
11 Reg Trng-Nov	9,550.00
Total Regional Training	42,600.00
Total Revenue	\$49,239.65
GROSS PROFIT	\$49,239.65
Expenditures	
Awards and Plaques	125.17
Conference Expenses	
Conference Committee	717.38
Total Conference Expenses	717.38
Conference Future	43,498.00
Credit Card Payments Fees	1,789.21
Executive Board	9,206.15
Presidents Expense	1,107.27
Professional Services fees	8,268.34
Regional Trainings	
02 Regional Training-Feb	500.00
04 Regional Training-Apr	25.00
05 Regional Training-May	5,250.00
06 Regional Training-Jun	8,400.00
10 Regional Training-Oct	6,150.00
11 Regional Training-Nov	3,250.00
Total Regional Trainings	23,575.00
Training Committee	-1,749.00
Total Expenditures	\$86,537.52
NET OPERATING REVENUE	\$ -37,297.87
NET REVENUE	\$ -37,297.87

