



California Association for Property and Evidence, Inc.

Serving the Needs of Law Enforcement Property and Evidence Personnel

Presidents' Workshop - Minutes

Location: **Town and Country Hotel, San Diego**

Date: **Saturday, February 12, 2022**

Time: **0800-1700 hours**

Minutes

Self-Introductions

Russ Tyndall, Red Bluff PD – State Board (communications)
Kim Carlson, San Bernardino SD – State Board (president)
Bob Douglas, Visalia PD – Central Valley Chapter
Tim Thomas, Palm Springs PD – State Board (incoming)
Chante Keene, Menifee PD – Inland Chapter
Stephanie Busse, San Ramon PD – Nor Cal Chapter
Jessica Ullemeyer, Santa Barbara PD – Central Coast Chapter
Greg Faber, Nevada Co SD – Sierra Nevada Chapter
Dominic Sarabia, Seal Beach PD – State Board (vendors)
Christy Bair, Brea PD – State Board (secretary, seminar director)
Megan Sherba, Roseville PD – Alta Chapter
Debi Jensen, Laguna Beach PD – Orange County Chapter
Kim Cessna, Indio PD – State Board (training)
Diana Van Kirk, CHP San Diego – San Diego Chapter

KCa – Presidents Welcome

CAPE is here to help train presidents on how to lead your chapter. Communication is key. Geography is a hinderance.

RT – Overview of CAPE Website

RT reviewed each chapter webpage and verified current board members. He will update changes as needed.

Each president has access to the administrative features of the website and can change to another board member if needed (contact RT).



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RT provided written instructions on how to edit the chapter page and went through real-time examples of updates.

DS – Recruitment

DS shared recruitment flyers. Also shared techniques to reach out to departments, chiefs, sheriffs, DA's, etc. Ex: Attend county meetings of chiefs or other agency heads.

KCa explained CAPE's past role as vendor at other association conferences. Offered for presidents to assist in this role, if interested.

DS offered to assist in attending local meetings of agency heads.

KCa explained that membership is not about the number of members, but the focus should be on the quality of training and benefit to the members we have.

CAPE can help law enforcement administration understand the benefits of the organization.

CB – Chapter Motivation/Connection

Communicate with your members via email, virtual meetings, and trainings.

Chapter trainings can be in-person or virtual.

Roundtable discussions are good way to connect with members and ask questions.

Discussion ref email questions, use of discussion boards on website.

Suggestions to find ways to connect with your chapter members.

Ex: Chapter shirts, coins, meetings or dinner at seminar

KCa – Training Program

Overview of CAPE training program – plan to be shown to state board and chapter presidents at the seminar. CAPE has been working on this program for several years.

The plan is to provide basic, intermediate and advanced training classes.

Suggestion ref future training classes for supervisors and training officers.

KCe – Member Training

KCe provided survey for presidents to use with their chapters for training ideas.

KCe offered to help plan a one-day training day for chapters.

KCa – Finances

Randy Carpenter provided recap of state board accounts, including hotel deposits, chapter accounts, and the seminar account.



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Current practice is each chapter gets \$2,000 annually. This will be readdressed. The state board needs concrete suggestions on how to restructure this practice in the by-laws.

KCe – Chapter Guidelines

Distribution of chapter guidelines (for most chapters).

All chapters should create or update their guidelines.

KCe – Awards Deadlines

POOTY winner to state board by December 15th

Chapter presidents will be responsible for notifying the supervisors of POOTY winners.

KCe – Board Terms & Elections

Odd years – Chapter boards

Even years – State boards

All chapters are misaligned in when they start their new positions.

Suggestion for all chapter boards to take office at July 1st.

Next chapter boards will take office 7-1-23.

CB – Seminar Update

Recap of classes and weekly events

Request for volunteer help

Roundtable

BD – Clarification ref vendors at meeting – corporate sponsorship is not required for vendor attendance