



**Monthly Governing Body Meeting**

Monday, December 4, 2023 @ 10:00am

Conference Call - Via Zoom

**Start Time:** Called to order by President Goldman at 10:03 am.

**Roll Call of Officers**

President, Jon Goldman	X	Director, Cassidy Walker	Absent
Vice President, Darren Lescarbeau	X	Director, Thayer Paronto	X
Treasurer, Cassie Leavitt	X	Director, Erin Hannafin	X
Secretary, Jennifer Cloutier	X	Director, Doug Hackett	X
		Director, Becki Desrochers	Absent

**Other Attendees:** N/A

**Reading and Adoption of all Records of the Previous Meeting:**

Minutes for the November 6, 2023, board call was distributed electronically. A motion as made by Cassie and seconded by Darren to approve. Motion passed.

**Treasurer’s Report:**

Treasurer report motion by Darren and seconded by Thayer. Motion passed.

**Scholarship Acct:**

11/30/23	Interest Earned	\$0.11	<b>2,731.96</b>
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**Main Acct:**

11/3/2023	Eventleaf	0.04	7778.37	Eventleaf Setup
11/3/2023	Eventleaf	0.03	7778.40	Eventleaf Setup
11/8/2023	Eventleaf	0.07	7778.33	Eventleaf Setup
11/20/2023	SquareSpace	36.00	7742.33	Website fees
11/24/2023	SquareSpace	34.00	<b>7708.33</b>	Website fees

**Membership Committee Report:**

Cassie advised that she will work on updating her list of potential agencies to do outreach at.

**Training & Curriculum Committee**

Erin advised that the Leadership Summit is this Friday at the Fire Academy with 42 registrants at this point. Eversource is the event sponsor and will be giving some remarks at the beginning of the day. She has sent out 11 invoices. Jenn will remind people who haven’t yet submit payment when they check in on Friday, that payment is needed. There are 10 unpaid at this time.

**Certification & Standards Committee Report**

Thayer had nothing new from the NHFA regarding the modules, it is still on their to do list. HB376’s final report has been completed and Thayer asked if the board should discuss. Jon advised that at this time it is only a report with no action to be taken. It would need to be taken up by a legislator to propose a bill. No further action needed by NHEDA at this time.

**911 Commission Report**

Doug advised that the next meeting is this coming Friday. He will report back at the next Board Call.

**SIEC Report**

Jon reported that the most recent meeting was a couple weeks ago. Jon will be moving out of the Interop/Frequency Work Group chairperson which will be taken over by Rick Todd. Jon will be assuming the SIEC’s Chairperson role and will also work on the Data/Operations workgroup. Cassie reported that the ‘Man-down’ survey has had 186 responses thus far. She quickly reviewed the results.

### **Unfinished Business**

- 2023 Conference – APCO Reimbursement: Cassie confirmed that the \$2,000 check has been received and deposited. Cassie and Erin have a meeting set for January at which they will notify APCO Atlantic of the intent to submit for reimbursement for the 2024 Conference.
- 2024 Conference – Keith Veale has designed the logo. The Hotel is open for room reservations. Jenn will work on setting up Eventleaf later this week so that registrations can be opened starting Monday, 12/11. The format of the last day of the conference will change to a single training session with brunch. Save the Date flyers were put in every bag at the APCO Atlantic conference and given to vendors. Printed programs will not be done this year, as we will utilize the app through Eventleaf. Once registration opens next week, it is Erin's hope that board/conference committee members can register first as to test it out.
- Tax ID Status (Cassie) – Cassie advised that she continues to work on reestablishing NHEDA's Tax status. She advised that a letter had been received stating that in addition to the penalty, interest would start accruing. Cassie followed up with the IRS at the beginning of November and was told that they don't have record of receiving our last written communication. They advised to send an additional letter to the Andover, MA office – which she did on 11/20/23.
- Training Adequacy Legislative Committee (Jon) – Discussed during Certification and Standards report.
- NHEDA Legislative Advocate. (Michelle Provencher, Goffstown PD)- not present.

### **New Business:**

- 2024 Awards: Tiffany was not present. Jon asked that Jenn follow up with Tiffany to inquire if she needs any assistance. Jenn will follow up with her.
- 2024 Elections: Positions up for election are President, Secretary, Two Directors for 2-year terms (Thayer Paronto & Doug Hackett), 1-year Director (Becki Desrochers). Jon advised that he will not be seeking re-election.
- Board Member status: Discussion regarding board member who recently left employment with agency. Jon and Doug had other commitments and had to leave the meeting at 10:30. A quorum of five board members remained on the call (Jenn, Cassie, Erin, Darren and Thayer). Motion made by Cassie and seconded by Erin to give the board member 30 days. To remain on the board the member would need to obtain employment with NH agency as dispatcher to retain Active membership and therefore be eligible to remain on the board. Member would also need letter of support from agency head. Motion passed.

**Other:** Thayer advised that Tom Andross has announced that his retirement date will be January 13, 2024. Thayer has been promoted to Assistant Director as of two weeks ago.

Motion to adjourn meeting by Thayer and seconded by Erin. Meeting adjourned at 1037.

*Minutes submitted by Secretary Jennifer Cloutier  
12/5/2023*