



MEPIC Advisory Board Committee Meetings Conference Call Minutes

Tallahassee, Florida

25 October 2017

1:00 PM – 4:00 PM

Awareness and Prevention Committee (1:00 – 2:00 PM)

- In attendance
 - Dan Campbell
 - Brendie Hawkins
 - John Robertson
 - Craig Schroeder
 - Kim Spence
- **John Robertson (JR):** Welcome
- **JR:** Did everyone get a chance to review the minutes from the previous meeting? And if so, are there any recommendations for edits?
 - **Kim Spence (KS):** Minutes look good; I move to accept the minutes.
 - **Dan Campbell (DC):** Seconded.
 - **JR:** Sounds good.
- **JR:** First item is an open discussion on committee matters, does anyone have anything to bring?
 - NONE.
- **JR:** Next, I'll ask Craig to provide us an update on the rescheduling of Florida Missing Children's Day.
 - **Craig Schroeder (CS):** With both hurricanes Irma and Maria, the Governor's office as well as the FDLE command staff has been quite busy, so rescheduling the ceremony has been difficult.
 - **CS:** We asked the Governor's office when he was available to reschedule, and the date we were given is Monday, November 27th. We have reached out to the families, award winners, and other participants to gauge their availability if we were to do the ceremony that day. No decision has been made, but we hope to know for sure very soon.
 - **JR:** Has the ceremony ever happened without the governor present?
 - **Brendie Hawkins (BH):** I think it has once before, but given the gravity of FMCD we really want to have the governor there.
 - **BH:** We do want to ask the Advisory Boards to let us know if you have a conflict that day.
 - **CS:** Does anyone know if they could or could not make it on the 27th?
 - **KS:** I could make it.
 - **BH:** And Dan, we already spoke with you about it and we know you were a yes, correct?
 - **DC:** Right.
 - **JR:** I would be a no for that day.
- **JR:** The next item on the list is testing the curriculum review sheet.

- **CS:** Yes, Julie Collins drafted a curriculum review sheet and at the last meeting we took volunteers who would like to test the review sheet against a document called Safe Steps.
 - **CS:** Barbara Renczkowski, Hilary Sessions, and Bob Bedford volunteered to do that for us.
 - **CS:** They could not make it on this call, so we will get their input on the curriculum review sheet at the next conference call.
- **JR:** Okay, was that curriculum review sheet made available to us.
- **CS:** Yes, Julie Collins created it and we sent it out in late August or early September. But I will send it to you again.
- **JR:** Next on the agenda is Subject Matter experts. What are we using these for?
 - **KS:** We had talked about having 8-10 SMEs so when we are giving feedback on curriculum we would have several SMEs on retainer to help us review.
 - **CS:** Here is the list of all areas recommended by Board members since last meeting:
 - Justice System
 - Child Abuse/Neglect
 - Vulnerable Adult Abuse/Neglect/Exploitation
 - Sexual Predator/Offender
 - Human Trafficking
 - Autism
 - Cognitive Disabilities
 - Mental Illness
 - Alzheimer's Patients
 - Date Rape
 - Substance Abuse
 - **KS:** Weren't we waiting to put this list in front of the Board at a full meeting?
 - **CS:** I think that's a good idea, but we may not have a full board meeting until March.
 - **JR:** I think we should start identifying them and that at a full board meeting we can formalize the list.
 - **KS:** So should I contact the SMEs or should the board do that?
 - **JR:** I think we should just start identifying them and then once we finalize it we can reach out to them as a Board.
 - **JR:** Can we ask the whole Board for suggestions rather than just this committee?
- **JR:** Next on the agenda is the Amended objective.
 - **CS:** There's not a lot to do with this until the Board votes on it, I'm just keeping it on the agenda in case anyone has additional input until it is voted on by the Board.
- **KS:** As I remember, we were having an ongoing discussion about the language surrounding what we are doing, regarding giving feedback to curriculum vs. creating curriculum.
 - **JR:** So it seems we may need to review the entire strategic plan.
 - **CS:** Do we want to have someone review the strategic plan and identify all of the areas where it implies the AB is creating curriculum rather than vetting or reviewing.
 - **CS:** Is there anyone who wants to volunteer to review that?
 - **JR:** I can.

- **JR:** Any new business?
- **JR:** I know I have been out of pocket lately but does it feel like anyone else had felt a bit disconnected?
 - **KS:** I think with the hurricane it has just been a lot lately.
- **JR:** Any other additional items.
- **JR:** I think we'd also like to have an update on what the other committees are doing.
 - **CS:** I can give a brief update on some of the issues the other committees are discussing.
 - **CS:** There has been a lot of discussion on License Plate Readers; we learned from Angie Herron at FOAA that this is on hold right now.
 - **CS:** Academy material is also being reviewed by the Response and Recovery committee to see if the academy curriculum sufficiently covers abduction, human trafficking, etc.
 - **CS:** Also, the Communication and Technology committee is attempting to work with local marketing firm BowStern about advertising Missing Children's Day in future years.
- **JR:** Anything else?
- **JR:** I think we can adjourn.

Adjourned

Response and Recovery Committee (2:00 – 3:00 PM)

- In Attendance:
 - Jesi Baron
 - Captain Jeffrey Bissainthe
 - David Brand
 - Brendie Hawkins
 - Craig Schroeder
 - Stephanie White

- **Craig Schroeder (CS):** We are attempting to re-schedule the Missing Children's Day ceremony.
 - **CS:** The date we are working with, given by the Governor's office, is November 27th.
 - **CS:** We have asked the families and award winners if that date will work and we are gauging how many folks will be able to participate. We hope to push that date to the commissioner's office who will ultimately approve the new ceremony date.
 - **CS:** While we're on the line, can I ask how many of you would be able to attend if the ceremony were to be held on the 27th.
 - **Stephanie White (SW):** I can be there and I can get together some local bloodhounds if we can't have the full class.
 - **David Brand (DB):** I'm not sure I can be there but FSA will be there whether I can or not.
 - **Jeffrey Bissainthe (JB):** I will be on vacation during that time but FHP will be able to send representation.
 - **Jesi Leon Baron (JLB):** I should be able to make it.
- **CS:** I'd also like to ask if everyone received the previous meeting minutes and if they have any edits or changes?
 - NONE
- **CS:** In our previous meeting we spoke about how Stephanie had the Academy material the committee wanted to review (relating to missing children, abduction, human trafficking, etc.). As we discussed we cannot transmit that through email.
 - **CS:** However, I asked our legal counsel if we can have the AB members review the material in person at the next meeting and they do not see a problem with that.
- **DB:** Do you think that if we do FMCD on the 27th we would have an Advisory Board meeting that day.
 - **CS:** That would be ideal, but we'll have to wait and see how feasible it is from a logistics point of view and how many AB members would be available.
- **CS:** Does anyone have anything else?
 - NONE

Adjourned

Response and Recovery Committee (2:00 – 3:00 PM)

- In Attendance:
 - Captain Jeffrey Bissainthe
 - Brendie Hawkins
 - Craig Schroeder

NO MEETING HELD, ONLY ONE MEETING MEMBER IN ATTENDANCE.

DRAFT