**Meeting Minutes**

**Florida Department of Law Enforcement**

**Missing Endangered Persons Clearinghouse**

**Advisory Board**

**In-Person Meeting with Virtual Option**

**November 3 & 4, 2021**

**8:30 a.m. to 4 p.m. (EST)**

**Attendees-**

FDLE:

Ashley Bullard, Monika Mora, Inspector Chad Hoffman, Jon Roddenberry, ASAC Chad Brown, Brendie Hawkins, Jeff Dambly, Megan Bohnenberger, Jon Rigsby, Inspector Chad Hoffman, PPA Peter Warren, Jon Roddenberry

BOARD:

Dan Campbell, Assistant Chief Antonio Gilliam, Mr. Bill Corfield, Ms. Stephanie White, Honorable Walt McNeil, Ms. Karen Mazzola, Mr. John Pitta, Mrs. Peggy Pitta, Dr. Kim Spence, Dr. Katherine Gomez, Mr. Travis Paulk, Captain Peter Bergstresser, Sgt. Ryan Brown, Brianna Ratkiewicz, Brian Moore, & Gary Howze

**Introductions**

* Round of introductions; established no quorum at 8:30 a.m. Announced that meeting is being recorded.
* Membership changes:
  + MEPIC Peter Warren promoted from supervisor to Policy and Planning Administrator.
  + Brianna Ratkiewicz representing DJJ.
  + Floy Turner retiring from AB after 10 years.

**Digital Attendance**

* + Discuss changing bylaws to explicitly include digital attendance as official.
    - Pros – more attendance and greater convenience.
    - Cons – possibility of preventing organic discussion.
      * The board should discuss making digital attendance an emergency measure vs standard.
  + Sheriff McNeil: suggest technology w/360 degree video, which he uses to make broadcasts.
* **Previous meeting minutes accepted by the board (Brian Moore joined meeting and Quorum established)**
* **Fall Newsletter**
  + Headline color changes
  + Clarity on direct vs. general recovery
  + Mention unrecovered missing persons as well?
  + Include more chart graphics and link to research
  + Repeat info about missing persons myths. Have the number 1. No waiting period continue to next newsletter.
  + Vote to accept newsletter; newsletter accepted. Technical changes only.
* **Winter Newsletter**
  + Include statutory requirements for missing children and reporting
  + John Pitta: suggest publishing success stories from other clearinghouses to increase engagement
    - Ashley Bullard: NCMEC has the capability to push out documents to other Clearinghouses via a listserv.
  + Chairperson Campbell: suggest a newsletter article on CART for public awareness
  + Missing Myths
    - 4 new myths to be approved.
    - Possible in-depth article on a myth
    - Continue myths for each newsletter?
    - Repeat “no waiting period” each time with emphasis on no statute requiring a wait.
* **Message to the public and law enforcement: no waiting period to report missing**
  + Get Saeedeh to make a Missing Myths flyer to reach the public.
  + Repeat no statutory requirement for a wait.
  + Dr. Gomez: publish an infographic w/clear statutory references and send out to other agencies.
  + SMAS Hawkins: Use a slogan? Beat the clock? From the time they’re reported, they’re missing?
  + Add to mandatory trainings.
  + Asst. Chief Gilliam: This is important to add to academy training, but the best way to get it in place in local law enforcement is to push it out to individual departments and ensure that it’s enforced.
  + Dr. Gomez: publish definitions of missing to aid public
    - Caveat that this can’t be something that would discourage the public; better for them to file needless reports than not file a needed report.
  + SMAS Roddenberry: add this to FAQs on MEPIC website.
  + Asst. Chief Gilliam: create a training; he would push this out. Suggest contacting Florida Police Chiefs Association and Florida Sheriffs Association.
  + Possibility of pushing out “no waiting period” message through corporate sponsors
* **Safety fair at FMCD?**
  + Capital construction is continuing for years
  + Currently doing smaller events for local engagement
    - These events have broader engagement.
    - Potential for higher quality engagement with families.
    - Suggest quarterly events across the state, with possibility of purchasing a machine to make child ID cards.
  + Readdress FMCD safety fair at a later date
  + Maintain google or other group calendar of known events so AB members can volunteer if they want, and to raise public awareness.
  + AB consensus to stop safety fair at FMCD and engage in small community events until after construction completed at Capitol. After which, it will be re-addressed. The FMCD Safety Fair funds are being used for the community engagements which at this time are reaching a wider and larger population than the main safety fair at FMCD.

**Alternate Meeting Venue**

* + FDLE classrooms
    - Good option but tend to be booked out.
    - SMAS Roddenberry: can MEPIC run a mock alert for AB members?
      * SMAS Hawkins: we can try to get time in the classrooms in February or March for this
      * Possible “Part A” with early investigation and “Part B” with the alert process
    - Dr. Gomez volunteers Florida DJJ training facility
      * Jon Rigsby seconds the recommendation.
* **New Member and Corporate Sponsor Search**
  + Please route all new member suggestions through Brendie to be approved by Commissioner, per bylaws.
  + Focus on statewide membership; we are lacking members from the south.
  + Foundation coordinates donations from sponsors
  + Suggestions:
    - Jimmy K. Ryce Foundation members
    - FSU/University Police?
    - FBI
    - Parents of missing – start with the Spann.
    - Retired law enforcement, try contacting existing groups
    - Members based on community influence? Example, Publix is involved in charity and outreach and keeps a bulletin board up in stores for community use
      * SMAS Roddenberry: MEPIC already has a working relationship with Publix, sends out quarterly flyers; this can be leveraged further
      * Corporate entities are worth looking into.
    - Firehouse Subs Charity
  + Drafted a letter from Assistant Chief Gilliam to draw AB members
    - Member obligations:
      * Quarterly meetings in Tallahassee
      * Periodic conference calls
      * Active participation in safety awareness discussions
      * Two year commitment

**Strategic Plan**

* Strategic Plan
  + Social Media
    - MEPICAB Facebook doesn’t get much engagement
    - When we made the Facebook, we didn’t have the Foundation website.
    - New goal: focus on networking and collaboration rather than maintaining our own platforms
  + Core Messages
    - Law enforcement awareness/education
      * Awareness and education are different and each important
      * Post FMCD training
      * Push materials through FSA, FPCA, and others
      * Provide LE training at conferences
    - Public awareness/education
      * Network with local agencies
      * Media initiative
      * Educational flyers
      * Human Trafficking Awareness Day
      * Children’s Week Jan 30-Feb4 2022
      * Restoring Hope Conference October 2022
      * PTA Conference July 2022
      * Florida DCF Conference
      * CJIS Symposium – be a speaker so as to avoid vendor fee – PPA Warren speak on EMCA
      * Leverage Mike Vasilinda and his knowledge; 1 PSA per year
      * Sheriff McNeil makes a weekly recording on a specific topic; find people who do similar things to contact as a resource
      * PSAs
        + Myths
        + ASD
        + MEPIC Success Stories
        + Alerts
      * Dr. Gomez suggestion: Focus coordinated efforts on one topic, then move on to another
    - Increase professional diversity and quantity of MEPICAB members

**Miscellaneous**

* Travel vouchers distributed; please return at first break
* Brian Moore joined after first break; meeting now has a quorum. He left at 11:30 AM.
* NO events with UDOS participation six weeks before FMCD due to time constraints

**MEPIC Update**

* + SMAS Roddenberry: Enhanced Missing Child Alert WEA is a massive benefit.
  + Presenting to NCMEC to make suggestions to other Clearinghouses.
  + There are many cases within local law enforcement where they don’t contact FDLE to open a case at state level.
    - If we see a case that could benefit from state involvement, we contact local law enforcement or contact the ROC in the area, there they have local contacts
    - We also offer analytical assistance.
  + Chairperson Campbell: estimate how many cases where locals don’t open a case at state level?
    - PPA Warren: estimate 10-15%, but many cases exist that are solved almost immediately, before a case would need to be opened with FDLE
  + PPA Warren: may present a story of a case to show what MEPIC analysts do to aid recoveries.
  + DCF reports of runaways have gone way down in the past year due to their quality work
  + PPA warren shows stats of missing persons by county.
    - Can improve this by showing stats as a percentage of county population; question of if more people go missing in Miami-Dade, or if the county is merely more populous
  + Dr. Gomez: discuss with SMAS Roddenberry and PPA Warren whether there may be any disconnect in communication between DJJ and FDLE.
    - PPA Warren will reach out
* **CART Update**
  + Inspector Hoffman: ICAC canceled this year, but other meetings are still on.
  + Will be pushing out Autism Training.
* **Autism Training Presentation**
  + Feedback:
  + Consider making answers ranked because of multiple correct choices
  + SMAS Hawkins: add a slide saying “your agency may choose to develop their own script for this scenario.”
  + Dr. Spence: mention sensory-seeking as a motivation to wander or seek dangerous situations
  + Explanation of the WEA would be good to inform the public of what the alert means

**Adjournment**