**Florida Missing Children’s Day Foundation**

Meeting Minutes

Meeting/Conference Call – 19 October 2022



## In Attendance

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| * **Foundation Members:**   + Lauren Adams   + Joyce Dawley   + Charlotte Jerrett   + Hunter Jones (guest of Charlotte Jerrett)   + Chief Steve Kinsey   + James Previtera   + Kenneth Tucker   + Forrest Van Camp | * **FDLE Members:**   + Alyssa Beck   + Megan Bohnenberger   + Madison Brophy   + ASAC Chad Brown   + Ashley Bullard   + Brendie Hawkins   + Alexis Snell   + Renee Strickland   + Pete Warren |

## Minutes

1. Welcome
   1. Welcome and introduction from Foundation President Ken Tucker.
2. Previous Meeting Minutes
3. Motion made to approve the previous meeting minutes dated April 19, 2022, with amendment of changing “Sheriff Rojas” to “Marshal Rojas” on page four. Motion seconded and approved.
4. Treasurer’s Report
   1. Mr. Tucker reported that Foundation Treasurer Charlotte Jarrett is resigning from the Foundation due to personal reasons. Mr. Tucker thanked Mrs. Jarrett for her years of service, and she was presented with a gift. Mrs. Jarrett brought Hunter Jones with her to today’s meeting and is recommending him as her replacement. Mr. Jones is currently the Deputy Chief Financial Officer for the Florida Fish and Wildlife Conservation Commission. Mrs. Jarrett and Mr. Jones have plans to go over the Foundation records and make the appropriate name changes at the bank so that Mr. Jones will be ready to take over as Treasurer on November 1, 2022 (pending approval from the Florida Department of Law Enforcement (FDLE) Commissioner).
   2. Motion to recommend Hunter Jones as the Foundation Treasurer to the FDLE Commissioner for approval. Motion seconded and approved.
   3. Mrs. Jarrett reported that the Foundation account has a balance of about $41,000. The 2022 donations came in around $34,000 which exceeded the 2021 donations by about $10,000.
   4. Mr. Tucker requested an explanation about the names listed on the expenditure list as reimbursements. FDLE member Brendie Hawkins explained that these were personal reimbursements for frames purchased for Florida Missing Children’s Day (FMCD). Mrs. Jarrett has the original receipts and documentation for the reimbursements.
5. Sponsor Overview
   1. Prior to today’s meeting, Mr. Tucker requested that FDLE put together a list of donors for the years 2020, 2021, and 2022, and also a list of which donors have contributed multiple times during those years. Upon review of the lists, Mr. Tucker noted that some large law enforcement agencies have not donated in the last few years. He is considering making appointments with the Sheriffs and the Chiefs of some of these agencies to hand deliver the 2023 donation letters and mention how much the Foundation would appreciate their donations. Mr. Tucker recommended that the Foundation Board Members look at the list and also consider hand-delivering letters to the larger agencies in their areas that have not donated recently. He requested that the Foundation have a conference call toward the end of January to follow up on reaching out to agencies prior to the 2023 donation letter mail out. Foundation member Joyce Dawley agreed that it is a good idea to follow up with the larger agencies since the mailed letters may not reach the heads of the agencies. Foundation member Forrest Van Camp suggested the Foundation members also reach out to major bookkeeping and accounting firms to recommend the Foundation to clients who need to make donations for tax deductions.
6. Foundation Statute Change Update
   1. Mrs. Hawkins reported that the new FDLE command staff has approved moving forward with the Foundation’s requested statutory changes. The Foundation has advocated for a statutory change in order to raise money to provide grants to law enforcement agencies for missing persons cases. FDLE is finalizing the statute language with their Office of General Counsel (OGC) and is now looking for a sponsor in the legislature. The legislative session starts in March. If approved, the Foundation will need to physically meet to discuss how to structure the grant program and set parameters around the distribution of funds. Mr. Tucker suggested that FDLE reach out to the Florida Police Chiefs Association (FPCA) and the Florida Sheriff’s Association (FSA) if they need assistance in finding a sponsor.
7. Safety Fairs
   1. Mrs. Hawkins gave an update on the recent safety fairs that FDLE has attended. Last quarter, they participated in three “national night out” events: two events in Tallahassee and one in Panama City with the Bay County Sheriff’s Office and the Panama City Police Department. FDLE members also attended conferences for the Florida Association of School Resource Officers (FASRO), FSA, FPCA, and Florida Parent Teacher Association (PTA) as vendors. Next week, they will be participating with Capitol Police at a trick-or-treat event at the Florida State Capitol. There is also a potential event this year in the Tampa area.
   2. Mrs. Hawkins stated that FDLE will need to ask the Foundation for additional funds for the purchase of giveaway items for these events. FDLE will compile and present a list of items and costs at the next Foundation meeting. Mr. Tucker reminded FDLE that the Foundation cannot pay for items with the FDLE badge, but only those items that support FMCD.
   3. Mr. Tucker suggested that the Foundation could create a generic donation letter to distribute during the conferences and events that FDLE attends. Mrs. Hawkins said they would need to ask the FDLE OGC whether or not it would be a conflict for FDLE, and also suggested that Foundation members could attend the events.
8. New Business
   1. No new business.
9. Other Concerns
   1. Foundation Vice President Jim Previtera thanked FDLE staff for working on FMCD and making the event better every year.
   2. Mr. Tucker noted that the food vendor for the 2022 FMCD event backed out of the contract due to warrants that would not allow him access at the Capitol. Mission BBQ stepped up with days’ notice and did an outstanding job.

Motion made to adjourn meeting. Motion seconded and approved.

## Adjourned