

Kansas Chapter Public Risk Management  
Quarterly Membership Meeting  
November 18, 2011  
Emporia, Kansas

Officers in attendance were: President - Melissa Fairbanks, Vice President - Donna Dolinger-Capria, Secretary - Diana Mansouri, Treasurer - Kelly Perkins, Director - Regina Fischer, Director - Liz Maisberger-Clark, Past President - Sid Cumberland

Those attending the meeting were as follows:

Jerry Smades	George Waldron	Chris Culbertson
Mary Ogden	Brett Clem	Steve Ruben
Don Anderson	Kim Salanski	Ty Pixler
Philip J. Rippee	Dennis Quiring	Alan Weldon
Mick McBride	Mike Bennett	Scott Greeno
Leslie Borden	Danielle Tyler	

At 10:05 a.m. President-Melissa Fairbanks called the meeting to order and asked those in attendance to introduce themselves and the organization they represent.

10:10 a.m. **Business Meeting** -

Members were asked to review the August minutes. Phil Rippee made a motion to accept the minutes with one correction to the last paragraph making "retiree" plural. Don seconded and motion passed. Treasurer Kelly Perkins gave a summary of Treasurer's Report. Liz Maisberger-Clark made a motion to approve the Treasurer's Report which was seconded by Alan Weldon. Motion passed.

Melissa Fairbanks opened discussion regarding appointment of Audit Committee and explained our system of checks and balances, as detailed in our Bylaws, requires us to appoint members who are not currently serving on the Board of Directors. Melissa asked for volunteers to serve on the Audit Committee and Mike Bennett and Kim Salanski volunteered. Melissa explained that the incoming Treasurer and the outgoing Treasurer will get the books to the Audit Committee and a report will be expected at the February 2012 meeting.

PRIMA Shirts - Melissa Fairbanks gave a brief history on what the Chapter has done in the past regarding PRIMA shirts for members and also reopened discussion on a topic discussed in our August meeting where a suggestion was made to include vendor logos on the shirts. After much discussion, Melissa stated she understands the membership desires a \$50.00 allowance from the Chapter per member to be used toward purchase of PRIMA shirts (no vendor logos) and if the membership wants something that recognizes the vendor that would be something outside of what the Chapter has done in the past. Melissa added there was an idea to have a shirt for the KS/MO conference and have all vendors who sponsored on the back. Mike Bennett made a motion to approve a \$50.00 allowance per member from Chapter funds to purchase PRIMA shirts with no vendor logos, seconded by Mick McBride. Motion passed.

PRIMA National Conference - 2011 - Melissa explained membership tabled the conference report at the August meeting. Conference attendees Phil Rippee, Melissa Fairbanks, and Donna Dolinger-Capria shared what they learned and made positive comments on the workshops, motivational speakers, and conference transportation system. Melissa shared there is a possibility for the creation of regional conferences as opposed to National conference which would be beneficial to entities with budgetary constraints that affect travel. Marcia Payne also attended the conference.

Membership Fees - Kelly reported we currently have 45 - 50 members in our Chapter. Mick said that the current annual membership dues is not contributing much to our balance and added that the Board of Directors should make decision on whether or not to increase dues. Kelly added we have been a little over \$600.00 short on lunches throughout the year. Melissa stated this would be discussed during the Board of Directors meeting.

10:55 a.m. Liz Maisberger-Clark introduced the speaker, Greg Goheen, McAnany, Van Cleave & Phillips, P.A., who gave a presentation on Sexting and Bullying.

12:15 p.m. Lunch Break

1:15 p.m. Business Meeting continued -

Nominating Committee Report - Sid Cumberland opened discussion regarding Officers. The Nominating Committee (Sid Cumberland and Regina Fisher) presented the nominations for 2012 Officers as follows:

President- Donna Dolinger-Capria, Vice President - Kelly Perkins, Secretary - Diana Mansouri, Treasurer - Sid Cumberland, Director - Gina Fisher, Director - Liz Maisberger-Clark, Past President - Melissa Fairbanks.

Mick McBride made a motion to accept slate of officers as stated, Mike Bennett seconded. Motion passed. Mick made motion to accept revised original motion to accept change for Liz to be Director for two years and Gina to be Director for one year, Mike Bennett seconded. Motion passed

Webmaster - Phil Rippee made motion to have Chapter cover quarterly meeting costs for Dennis Quiring since he is our webmaster, Liz seconded. Motion passed.

MO/KS Conference Planning 2012- Donna Dolinger-Capria opened discussion on conference planning. Sid Cumberland and Kelly Perkins are working together on committee. Melissa Fairbanks stated she will chair Sponsorship committee and asked members to bring ideas on speakers or topics for the conference to the attention of Board members.

National Conference 2012 - Melissa shared information regarding flyers/brochures on the conference to be held in Nashville, June 3 - 6, 2012.

Membership Recruitment Challenge/Results - Melissa asked members to let Board members know if they brought a guest to a quarterly meeting in 2011 so we can give them credit. She added that the drawing for winner of a one year Chapter membership will be held at the February meeting.

Recognition of New Retirees - Melissa stated there were no names submitted to Board members.

Chapter Website - Mick reported there is immediate concern that Dennis is using his personal software and suggested Chapter might want to consider looking into some software for him to use for the website. Dennis and Mick reported they have been discussing website and working together to formulate a contingency plan and will continue working on this. Kim Salanski suggested searching websites for no-cost options. Melissa stated that although there may be no-cost options that she agrees with looking into purchase of software.

Issues, Challenges and Concerns - Alan Weldon opened discussion on employee background checks. After much discussion, Mick McBride suggested Queries and Filings under Section III Law (Mandatory Secondary Reporting Act) as a topic for 2012 quarterly meetings. Phil Rippee suggested the presentation be made by a TPA, like Thomas McGhee.

Mick asked membership for information regarding purchasing procedures for insurance. Mick explained that insurance purchases are exempt from purchasing rules and regulations and asked if anyone knew whether professional services are excluded. Phil Rippee said he has information on that statute. Mick added that if it is not in statute he is going to be required to seek a competitive bid on each policy he purchases for the county.

Meeting was adjourned at 1:50 p.m.

Respectfully submitted by:

Diana Mansouri  
Secretary