

# Fairfield Township Citizens Police Academy Alumni Association

## Meeting Minutes for January 4, 2011

Present: Jeff Perrigo, Cris Sheffield, Elliott Morio, Glenn Hubbard, Brian Gish, Linda Merrill, Margaret Wilsman, Jim Byrd, David Sorg, Craig Goley, Carol Franz, Bill Flinchum, Anita Snyder, Roger Alcorn, Dawn Alcorn, Amanda LeFevre, Margie Glover, Jerome Kearns, Susie Flinchum, Betsy Hope, Vi Lorenzo, Matt Becknell, Mary Alcorn, Kerry Saylor, Donna Baynes, Connie Johnson, Jeremy Holbrook

Meeting Location: Fairfield Township Police Station, 5:30pm

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### Welcome

Introductions were done with the new executive board members. Nine new attendees were present at the meeting.

### Old Business

Township Accountant: Sam Gladden is now an "Honorary Member" of the association. Sam will be helping the organization and assisting in yearly filings.

Fingerprinting Equipment Purchase: Kerry reported on the findings for a laptop. The following recommendation were proposed: *HP DV5t Laptop, Intel 2.4GHz Core i3, 4GB RAM, 500GB HDD, 2 batteries, 14.5" display, wireless, 2yr service plan, and backpack.* The cost would be \$868.97. A motion to purchase the laptop was made by Matt and a second motion was made by Amanda. A vote was taken by members in favor for the purchase. Member David Sorg requested to review the specs for the laptop and offered that he may be able to get a used laptop donated for free or for a lesser cost.

CPR Class Update: Matt will research cost/room location and availability/number of classes needed/dates and times available including weekdays and/or weekends.

### New Business

#### Recent Events

Shop with a Cop: Three volunteers participated in the event. Received praise from Vi, who was one of the volunteers, that it was a great thing being done by Bridgewater Falls, the CPA and the police department.

Winter Parade: Six volunteers participated in the event. Detail included riding in the Citizens on Patrol car and traffic detail.

*Thanks to all of the volunteers who participated in both events.*

#### Upcoming Details

Vacation Home Checks: Seven requests have been received. Donna has volunteered to be the coordinator for this. Commander Oler conducted training with interested members after the meeting. If you have an interest in doing vacation home checks, please contact Donna at [donna.baynes@givaudan.com](mailto:donna.baynes@givaudan.com) or [drbaynes@fuse.net](mailto:drbaynes@fuse.net) and Commander Oler at [moler@fairfieldtpw.org](mailto:moler@fairfieldtpw.org). Training is needed before you can participate in doing the home checks.

Other Details: Commander Oler mentioned that there are two elementary school carnivals coming up. Fingerprinting will be part of it. No further information was given.

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CommunityFest: The dates for CommunityFest are May 27<sup>th</sup>, 28<sup>th</sup>, and 29<sup>th</sup>. Jerome Kearns would like to hand-off the Committee Chair role to another person this year. This person would serve as a liaison to Triple Treat, the First Church of God, and the city of Hamilton. Jerome will still help and assist. **A planning meeting for CommunityFest will be held Tuesday, January 18<sup>th</sup> at 6:00pm at the station.** Interested members are welcome to attend the meeting. Suggestions given during meeting: Sponsorship (Duke Energy, Mercy Hospital, Chaco), having a bake-off. Need a list of corporate businesses for starting campaign for next year's event.

CPAA Documentation: New revisions are being worked on. Revisions will be forwarded to all members once complete.

CERT (Community Emergency Response Team): **Regular meetings are set to resume on January 27<sup>th</sup> from 7pm to 9pm.** It will be held in the large conference room in the government building in Hamilton. They are working with the National Weather Service to conduct weather spotter training for the upcoming season. Jeff Galloway, Director of CERT, plans to start new CERT classes either in late spring /early summer. Mary will let members know when the new classes are set to start.

Township Dog Park: Duke Energy has offered to donate vegetation for the dog park (trees, shrubs, etc) if CPAA members donate their time and labor for planting. This is a great opportunity for members to volunteer their time and help further our community service. Vi will get Holly Wolfe's contact information. Kerry and Donna will contact Duke Energy.

### Plans for 2011

Procedural changes: Discussion on possibly changing the monthly meeting start time. Members will be receiving an e-mail on proposed start times. Most communications will be handled through e-mail. If any last minute detail requests come up, members may receive a phone call for volunteer duty. A member suggested using Adobe PDF format for documentation since some members might not be able to open MS Word documents. A township specific e-mail address is being worked on for sending out e-mails to members.

Guest speakers: The executive board is looking to invite guest speakers to the monthly meetings. Topics and content must be pre-approved. Submit ideas and contact information to Kerry ([kerry.saylor@gmail.com](mailto:kerry.saylor@gmail.com)) and Donna ([donna.baynes@givaudan.com](mailto:donna.baynes@givaudan.com) or [drbaynes@fuse.net](mailto:drbaynes@fuse.net)). An idea presented at the meeting would be to invite business owners, especially small business owners, to a monthly meeting to hear why we ask for donations and sponsorships. Another suggestion was to have a dispatcher speak at one of the meetings.

Project R.A.W.C (Ride-Along With a Cop): We encourage members to do ride-alongs with a police officer. It is the best way to get to know and be familiar with the police officers on staff. **A challenge was given to alumni members to do two ride-alongs by the end of May.** It does not have to be a full shift. It can be for four hours; can even split a shift if necessary. If you are interested in doing a ride-along, please contact Commander Oler for scheduling.

Additional Fund Raising Activities: Grants are being looked into. Betsy Hope has experience in this area. Kerry will be in contact with Betsy to discuss.

### Action Items from Meeting:

**Fingerprinting Laptop:** David Sorg to contact Kerry about getting a used laptop.

**CPR Class:** Matt to research cost/room location and availability/number of classes needed/dates and time available including weekdays and/or weekends. Kerry and Matt will work on class dates.

**CommunityFest:** Kerry to get in touch with Eric and Paula for starting donations and sponsorships. Mary to e-mail CommunityFest task list to Jerome.

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**CERT:** Mary will let members know when the new classes are set to start.

**Township Dog Park:** Donna and Kerry will follow up with Duke Energy. Vi will get Holly Wolfe's contact info.

**Procedural Change:** Kerry will send out an e-mail to members to gather responses for changing monthly meeting start time.

**Grants:** Kerry will work with Betsy Hope for grant assistance and will ask about understudy request.

**Misc:** Kerry to contact Colerain's CPA president/ coordinator for ideas and suggestions on what they are doing.