

**DATE:** February 9, 2006

**TIME:** 10:00 am

**SUBJECT:** MCA meeting

**LOCATION:** phone conference

**MEMBERS PRESENT:** Rae Forseth, Sandy Heaton, Julie Pribnow, Kelly Speer (left at 11:20 am), Armando Oropeza, Michele Steyh (left at 11:40 am), Teri Woog, Dave Garcia, Lisa Hunter, Dale Aschim, Karen Duncan, Cindy Matthews (left at 11:30 am), Landee Holloway, Deb Willis (left at 11:10 am), Michelle Verbance, Russ Whitcomb

Rae Forseth called the meeting to order at 10:12 am.

## **REPORTS:**

### **Treasurer's report:**

Rae Forseth reported Jason Kovnesky has resigned from the Treasurer position via email January 24, 2005. . See attached letters. Jason Kovnesky had CCCS transport officer delivered some of the MCA financial records and, bank statements to Rae Forseth. Rae Forseth has looked through some of the financial documents and has questions regarding some of the transactions. Rae Forseth contacted Detective Russ Whitcomb with Helena PD for advice. Our checking account is currently with Bank of Butte, formerly known as First Interstate. Prior our checking account was with First Interstate Bank and Wells Fargo. Deb Willis motioned to have Jason Kovnesky sign a release to grant access to all financial statements and MCA documents. Sandy Heaton seconded the motion. Discussion. All approved. Motion carried. Rae Forseth will contact Bank of Butte and Wells Fargo prior to the Executive Board meeting scheduled 2/14/06.

### **Meeting Minutes:**

Rae Forseth asked for approval of the 12/1/05 meeting minutes. Discussion. Teri Woog motioned to approve the corrected minutes. Deb Willis seconded the motion. All approved. Motion carried.

## **OLD BUSINESS:**

### **Officer Bond Information:**

This item was tabled due to financial issue.

### **MCA 2006 training conference report:**

Rae Forseth reported that contracts have been mailed out to all presenters with the conference flyer almost ready to go to print and the vendor flyer ready to be mailed. We have about 190 vendors' addresses so far.

Reginald Wilkinson cost is his per diem.

Eric Martin is \$850.00 plus per diem.

Catrina Spinaris with Desert Waters is \$1,500 plus per diem.

Guy Baker is no charge.

Dale Aschim reported DOC Community Corrections would like to co-host with MCA to have Caliber Press present Street Survival course at MCA. The cost is \$14,900.00. Need at least 100 people to attend. Caliber Press has specific requirements regarding room set up, location, etc. Sandy Heaton

motioned that MCA co-host with DOC Community Corrections to have Caliber Press at the conference. Total cost would be \$250.00 with \$150.00 to MCA and \$100 going to Caliber Press. Michelle Verbance seconded motion. Discussion. All approved. Motion carried.

Cindy Matthews will email past president information to Rae Forseth. [rforseth@mt.gov](mailto:rforseth@mt.gov).

Dave Garcia reported on the Monte Carlo night information. It should be listed as a Monty Carlo Night: Fundraiser, prizes for winners or whatever we choose. There is a \$25.00 registration fee in the county we hold it in, Missoula County. Legalized games only: no blackjack, 5 card stud, roulette, etc. Gene@ the Gambling Control Division is who Dave contacted 444-1971 or 329-1475

Landee Holloway will start getting people to be on the local committee. Rae Forseth stated she would like to be included on the committee.

**MCA Award Criteria:**

Lisa Hunter reported the MCA award criteria phone conference meeting that was scheduled 1/20/06 was canceled. Lisa Hunter will contact the committee and reschedule the phone conference meeting.

**Web Site:**

This item was tabled until next meeting.

**By-law committee (Scholarship)**

No report.

**Equipment:**

This item was tabled due to financial issue.

**Legislative:**

No report.

**WeCA conference:**

Rae Forseth reported that Washington Correctional Assn is going to co-host the 2006 Western Correctional Association Conference and it will be in October 2006

**Historian:**

Lisa Hunter reported the ballot to revise the by-laws to include the Historian position passed. The by-laws have been updated and distributed to members.

**Scholarship fund:**

Rae Forseth reported that she and Rick Dendinger continue to mail letters to foundations requesting for scholarship funding.

**MCA merchandise:**

No report.

**Nominations:**

Lisa Hunter reported there are still positions open and we need nominations – treasurer, secretary, juvenile probation rep, and contract correctional programs rep. If a person is nominated for a position, that person must be a current member (MCA \$15.00 dues paid) and must accept the nomination before being added to the ballot.

**New Business:**

The Executive Board will meet on February 14, 2006 starting at 10:00 am at the Butte Public Library to review MCA financial documents. The Governing Board is invited to attend this meeting.

**NEXT MEETING:**

March 9, 2006  
10:00 am  
Phone conference

**MEETING ADJOURNED:**

Dave Garcia motioned to adjourn the meeting. Lisa Hunter seconded the motion. All approved. Motion carried. Meeting adjourned at 11:50 am.