

DATE: June 12, 2007

TIME: 10:00 am

SUBJECT: MCA meeting

LOCATION: Great Northern Hotel
Helena, MT

MEMBERS PRESENT: Deb Willis, Rae Forseth, Steve Ette, Karen Duncan, Michelle Verbance, Armando Oropeza, Mike Aldrich, Lisa Hunter

The MCA Board and Great Northern Hotel staff met from 10:00 am to 11:00 am to discuss contract, lodging, meals and meeting room arrangements.

Deb Willis called the meeting to order at 11:50 am.

REPORTS:

Meeting Minutes:

Deb Willis asked for approval of the 5/8/07 meeting minutes. Armando Oropeza motioned to approve the minutes. Steve Ette seconded the motion. Discussion. All approved. Motion carried.

Financial update:

Rae Forseth reported on the financial status of MCA. MCA account balance as of today is \$9,753.58.

US Bank Business Statement April 1 - 30, 2007

Starting balance: \$4,405.37

Total deposits: \$3,753.00

Total withdrawals: \$ 199.90

Ending balance: \$7,958.47

US Bank Business Statement May 1 - 31, 2007

Starting balance: \$7,958.47

Total deposits: \$1,522.71

Total withdrawals: \$ 641.87

Ending balance: \$8,839.31

2007 MCA Training Conference Update:

Contract:

Deb Willis and Rae Forseth are still reviewing the contract. The contract has been revised. Contract should be finalized within the next couple of weeks.

Training Sessions:

History of Corrections CANCELED

Prison Rape Elimination Act Confirmed

Montana All Threat Intelligence Center Confirmed

Mental Health	Not confirmed
Motivating X and Y	Confirmed
Defensive Driving	Confirmed
Transportation	Confirmed
Retirement Planning	CANCELED
Alternative Sentencing Programs	Confirmed
Overcrowding in Jails	Not confirmed
Secure Learning	Confirmed
Director panel	Confirmed
Positively Humor	Not confirmed

Activities:

Rae Forseth reported the trap shoot is scheduled. The BBQ dinner, golf tournament, tours and float trip will all be discussed and finalized at the local committee meeting.

Brochure:

The brochure is being reviewed and revised. The brochure will be sent to print within the next week. The updated brochure will be posted on MCA web site.

Donations for raffles:

Donations for the raffle one of the items to be discussed.

Awards:

The award information is in the brochure and on the MCA web site www.mca-us.com.

Scholarship:

Rae Forseth motioned the MCA scholarship be named after Anita Shaw Tymrak. Armando Oropeza seconded the motion. Discussion. All approved. Motion passed. The MCA scholarship presentation be take place during the banquet this year.

Fun shoot:

The trap shoot is scheduled.

Vendors:

Armando Oropeza is going to be the designated contact person for the vendors.

Montana Representative for WeCA

Lisa Hunter has accepted to be the Montana Representative for Western Correctional Association.

MCA merchandise:

Mike Aldrich displayed several demo items with a price list from the MCE/MWP Embroidery Shop. Mike Aldrich, the committee person for the MCA Merchandise, displayed several items with embroidery and heat transfer that the MCE/MWP Embroidery Shop made. Mike Aldrich and Lisa

Hunter will work on an order for MCA merchandise. The budget is \$1,000 for MCA clothing with \$1500 budgeted for merchandise such as binders, conference totes, etc...

MSP/MCE/TSCTC Communication Fair – MCA Booth:

The MSP/MCE/TSCTC Communication Fair went very well this year. People were very appreciative of with the MCA merchandise donations. Plans are in process for the 2008 Communication Fair.

NEW BUSINESS:

Karen Duncan suggested the raffle items be drawn during breakfast, lunch and dinner. The Board thought this was a good suggestion.

Local Committee meeting:

June 18, 2007 1:00 pm Rae Forseth's office in Helena

NEXT MEETINGS:

** Please note – The meeting dates have been changed to Tuesday! **

July 10, 2007 10:00 am phone conference

MEETING ADJOURNED:

Rae Forseth motioned to adjourn the meeting. Mike Aldrich seconded the motion. All approved Motion carried. Meeting adjourned at 2:15 pm.