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Attendees: Renee Cox, Ed Fritz, Jennifer Abrao, Nena Vigil & Kim Denton

ICPA Meeting Minutes

April 14, 2022

Minutes submitted by: Kim Denton

AGENDA ITEMS	NOTES
Renee Cox ICPA President	Welcome -Thank you for Kim for joining ICPA to be our secretary.
Renee Cox, ICPA Treasurer	Balance -We have \$3238.35; that includes paying for new website. Taxes have also been filed.
Board Members	Contacts for Membership -Renee has a meeting with Cathy McDougal. Kenneth at Boise Towne Mall did not respond and she will follow up. -Ed will look into Scam Jam and find out who would like to become members. -Jennifer will reach out to Code 3 to 1 Nena: Yvette is not interested at this time.
Leahann Romero, ICPA Vice President (update given by Renee)	Idaho District Contacts -Ed has a contact list he got from POST that's about 3 years old, but good starting point. Ed will get the list updated and can figure out who will make contacts. -Jennifer will create a template so we can email a standard letter for follow-up.

Jennifer Abrao, PIO	<p>Website Update</p> <ul style="list-style-type: none"> -If anyone wants to add anything let Jennifer know. -Still need the history of ICPA for website. -Bylaws and meeting notes have been added. -Signed up for a year for new website which is less expensive than the old one. -Offered assistant in learning how to update the website. Check out the Square Space tutorial. -Brochure is almost finished and will send out for everyone to review. I can print them out via Canva which shouldn't cost more than \$200. -Once we start collecting dues next year, we need to add a form to sign up on our website and they can pay directly on it for membership/trainings linking our PayPal account. -Let's plan on a group photo in our shirts next month's meeting. Need a new picture of Ed as well.
Board Members	<p>Getting the Word Out</p> <ul style="list-style-type: none"> -Post on social media about membership and share it on our personal accounts. -Send out emails to current members to like our FB page. -While we reach out to agencies about membership, we can ask them to like our FB page and check out our website. -Ed suggested Scam Jam would be a great place to possibly set up a table.
Board Members	<p>Needs Assessment</p> <ul style="list-style-type: none"> -Only 10 people completed the survey. -Ed suggested let's pick something from it and work on that. Once we get more members and rebuild it it will be more worthwhile to members.
Board Members	<p>Membership Trainings</p> <ul style="list-style-type: none"> -Jennifer will get ahold of Identity Theft Resource Center for training in June and get the word out to members.
Nena Vigil, Training Coordinator	<p>Potential Trainings</p> <ul style="list-style-type: none"> -Per the survey, Internet Safety was the most popular training for June. -First membership training will be June 16th @ 11:30 AM and Jennifer will set it up. -Set up membership meetings on every 3rd Thursday of

Nena Vigil, Training Coordinator	<p>the month. So, training will be September and December, but December will be a Christmas party.</p> <ul style="list-style-type: none"> -Nena suggest applying for grant money to get some presenters to come and do training. Renee, Ed, and Nena will work on grants. -Nena will look into what type of training we can do and what's available. -Jennifer suggested "Screen Strong" (online safety for youth) could possibly do a virtual training/meeting.
Leahann Romero, ICPA Vice President (Update given by Renee)	<p>Certification Timeline</p> <ul style="list-style-type: none"> -Made changes to the guidelines to crime prevention designation. Please review it and let Leahann know any suggestions.
Board Members	<p>Next Steps</p> <ul style="list-style-type: none"> -Ed will send out contact information to grow our network/memberships. -Training meeting with Identity Theft Resource Center on June 16th tentatively at MPD or POST. In person and hybrid option. It will be a brown bag lunch this meeting to see how many people attend.