

ASIS Calgary / Southern Alberta Chapter

Monday, October 6, 2008

Fifth Avenue Place
420 - 2 Street SW
Calgary, AB

Attendees:	Manuel Avila Vladimir Batinić Sean Bolli Doug Durant	Glen Kitteringham Michael Nagina Ryan Petersen James Sanford	Apologies:	Gina Arbeau Kathy Macdonald Roger Maslen Christian Stenner
Please read:				
Please bring:				

Old Business

(Details show current plus two months)

Sean called the meeting to order at 2:35.

Committee Reports:

2008-01.001	Treasurer's Report	Presenter:	Michael
Discussion:	<i>For information about the Treasurer's Report or any other financial information, please contact: Michael Nagina, current Chapter's Treasurer (Ph: 403-291.6006 or treasurer@asis162.org)</i>		
Conclusions:			
Action items:		Person responsible	Deadline
✓		✓	✓

2008-01.002	Legislative Report	Presenter:	(Gina)
Discussion:	<p>August: Doug has forwarded copies of Bill 10 (AB) and Bill 159 (ON) to all Executive members. Written submission for the standing committee is required by August 28.</p> <p>September: Comments have been received from a couple of people regarding Bill 10; mostly regarding training and the "security officer" terminology. Sean will produce and send a response within a week.</p> <p>October: No update available.</p>		
Conclusions:			
Action items:		Person responsible	Deadline
✓		✓	✓

2008-01.003	Newsletter Report	Presenter:	(Gina)
Discussion:	<p>August: Note not sent as yet.</p> <p>September: Gina, George Veenhuysen and Andrew Boone have expressed interested in assisting. Gina will chair the committee, with valuable assistance from George and Andrew.</p> <p>October: Need deadline / target for next issue (Late November?). Include Lee Humphrey as winner of survey participation prize of 2009 luncheons.</p>		
Conclusions:			
Action items:		Person responsible	Deadline
✓	Next newsletter issued.	✓ Gina	✓ November 30, 2008


2008-01.004	Member Communications Report	Presenter:	(Kathy)
Discussion:	<p>August: Kathy believes her distribution list is complete. Sean will forward updates from HQ as they are received. Notification for September luncheon should be sent soon as it is scheduled for immediately after the ASIS Conference.</p> <p>September: Undeliverables are not automatically removed from the distribution list. The list was split amongst the Executive in attendance to confirm the current e-mail address with whatever is shown in the HQ database.</p> <p>October: Latest membership listing received from HQ; Sean has distributed same to the Executive members.</p>		
Conclusions:			
Action items:		Person responsible	Deadline
✓		✓	✓

2008-01.005	Certification / Education Report	Presenter:	
Discussion:	<p>August: One person from City has expressed interest in the January 2009 sessions thus far. Terrance Zeniuk may be assisting with the sessions. Sessions will be held on Wednesdays, and will begin on January 9 and end on April 8.</p> <p>September: Note to be sent within the next month to announce the January start of next year's sessions.</p> <p>October: Terrance Zeniuk will be leading four of the upcoming sessions. Glen has received e-mails from two more people, bringing the total to four (4) attendees; need ten (10) attendees minimum.</p>		
Conclusions:			
Action items:		Person responsible	Deadline
✓		✓	✓

2008-01.006	Scholarship Report	Presenter:	Sean / (Gina)
Discussion:	<p>August: Need to communicate scholarships at September luncheon. Matching of Chapter's funds by HQ is available. Presentation to be made to recipient at December luncheon.</p> <p>September: Gina will review scholarship documents. Sean and Kathy to review, then sent out to Chapter membership.</p> <p>October: Gina is still reviewing the applications; no decision as yet.</p>		
Conclusions:			
Action items:		Person responsible	Deadline
✓		✓ Gina	✓

2008-01.007	Program Report	Presenter:	James																											
Discussion:	<p>2008 Guest Speakers</p> <table border="0"> <tr> <td>January 17th:</td> <td>Geoff Hurlly</td> <td>Convergence of IP and Physical Security</td> </tr> <tr> <td>February 21st:</td> <td>Wael Badawy</td> <td>Video Analytics</td> </tr> <tr> <td>March 20th:</td> <td>Gerry Stebnicki</td> <td>Building Lighting Products and Techniques</td> </tr> <tr> <td>April 17th:</td> <td>Kathy McDonald</td> <td>An Update on The Global Centre for Security Cyberspace Project</td> </tr> <tr> <td>May 15th:</td> <td>Grant Hardman / Don Bell</td> <td>Organized Retail Crime</td> </tr> <tr> <td>June 19th-20th:</td> <td>Tri-Lateral Conference, Deerfoot Inn and Casino</td> <td></td> </tr> <tr> <td>September 18th:</td> <td>Lee Humphrey</td> <td>International Travel</td> </tr> <tr> <td>October 16th:</td> <td>Scott Johnson</td> <td></td> </tr> <tr> <td></td> <td>(Global Phototrack)</td> <td></td> </tr> </table>			January 17 th :	Geoff Hurlly	Convergence of IP and Physical Security	February 21 st :	Wael Badawy	Video Analytics	March 20 th :	Gerry Stebnicki	Building Lighting Products and Techniques	April 17 th :	Kathy McDonald	An Update on The Global Centre for Security Cyberspace Project	May 15 th :	Grant Hardman / Don Bell	Organized Retail Crime	June 19 th -20 th :	Tri-Lateral Conference, Deerfoot Inn and Casino		September 18 th :	Lee Humphrey	International Travel	October 16 th :	Scott Johnson			(Global Phototrack)	
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	<p>November 20th: Rob Anderson (MLA, Airdrie-Chestermere)</p> <p>December 11th: Mix-and-Mingle</p> <p>ASIS International Seminar and Exhibits: September 15th, 16th, 17th; 18th; Atlanta, GA</p> <p>Business Card Draw August: Have sufficient prizes until December. Need to re-evaluate this initiative at year end. Menu for 2009 needs to be reviewed.</p> <p>September: Due to another commitment for Rob Anderson, Lee Humphrey and Rob have swapped the September and November dates (as revised above). James to research sites for a tour (potentially outside of the regular luncheon) for March 2009. Potential locations mentioned were the Calgary International Airport, one of the casinos (Christian Stenner / John Nagy), Provincial Jail, Calgary Transit, University of Calgary (Lanny Fritz), CBSA (Doug to re-send contact information to James), CFIA, CPS Gang unit (Martin Chiveti (sp?)), CPS Drug unit (Doug Houdasen (sp?)), etc.. A maximum number of attendees / occupancy may need to be considered, as well as cost and weekday evening.</p> <p>October: James has left two (2) v-mails for Jim Edwards (Calgary International Airport) regarding a potential tour but has not received a response as yet. An alternative would be Christian Stenner (Stampede Casino), but Christian needs approval from his management. James is also looking to contact Michael Love (Calgary Health Region) and Martin Chervetti (sp?). He will also be meeting with Peter (DCC) before the November luncheon to discuss the 2009 menu. Alternatives for a one-hour tour in March 2009 may include an on-site lunch, with catering potentially by the DCC (boxed lunches?).</p>						
Conclusions:	<p>October: MOTION: Arrangements to be made for a tour in March 2009, and an evening dinner in October 2009 (at the DCC). MOVED: Sean SECONDED: Glen PASSED (unanimous)</p>						
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✓	✓	✓					

2008-01.008	Golf Tournament Report	Presenter:	Roger						
Discussion:	<p>August: Still looking for door prizes. Hole sponsorship sold out. Crime Stoppers volunteers will be assisting. Break-even is 40-50 participants. Lots of registrations have been received this week.</p> <p>September: Great weather, 88 attendees, <i>for information about proceeds, please contact the Chapter's Treasurer (Michael Nagina) at treasurer@asis612.org or (493) 291.6006</i></p> <p>October: <i>For information about proceeds, please contact the Chapter's Treasurer (Michael Nagina) at treasurer@asis612.org or (493) 291.606</i></p>								
Conclusions:	<p>September: MOTION: James to purchase a gift for Roger as recognition for his service to ASIS Calgary for 5+ years. (Presentation planned for October luncheon.) MOVED: James SECONDED: Kathy PASSED (unanimous)</p> <p>October: MOTION: From proceeds from the golf tournament, a donation will be made to Crime Stoppers (www.calgarycrimestoppers.org), and another one to the Calgary Poppy Fund (403-265-6304; Suite 109, 315 - 10 Avenue SE). <i>(For information about proceeds and amount of donations, please contact the Chapter's Treasurer Michael Nagina at treasurer@asis612.org or (493) 291.6006)</i> MOVED: Michael SECONDED: Doug PASSED (unanimous)</p> 								
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	<p>potential issues through discussions of peer-tested strategies and best practices; 2. To provide professional development through presentations / demonstrations of interest to the membership. Selling or soliciting products or services during the luncheons is prohibited. (This last statement was adapted from https://www.asisonline.org/images/store/programs/1008cctv.pdf.)</p> <p>September: Information shown above to be included on Chapter communications, as well as to be mentioned at each luncheon.</p> <p>October: Announcement was made at September luncheon; will be made at November luncheon also.</p>		
Conclusions:			
Action items:	Person responsible	Deadline	
✓ Information to be added to luncheon communications	✓ Kathy	✓ PENDING	

2008-01.038	Recognition	Presenter:	
Discussion:	<p>September: Exemplary effort by ASIS Calgary members may merit an acceptable level of recognition via case-by-case guidelines rather than a formal policy. Situations would be discussed / approved at an Executive meeting. Research needed to determine what other Chapters are doing, e.g. out-of-scope volunteer work. Starting point would be five (5) years unless exceptional situation / circumstances.</p> <p>October: Further discussion at November Executive meeting.</p>		
Conclusions:			
Action items:	Person responsible	Deadline	
✓	✓	✓ PENDING	

2008-01.039	Chapter Dues	Presenter:	
Discussion:	<p>September: Some luncheon attendees are not necessarily aware of the requirement for local dues to be paid in addition to the ASIS International dues. This may result in some non-members paying only the members luncheon fee. A second person at the table for the first few months of the year may minimize this potential, as well as provide some insight to the operation of the Chapter.</p> <p>October: Discussed sending reminder to members in October / November. Other alternatives include sending a note with an invoice to each Chapter member.</p>		
Conclusions:			
Action items:	Person responsible	Deadline	
✓	✓	✓ PENDING	

New Business

2008-01.040	Member Identification Badges	Presenter:	
Discussion:	October: Discussed a few alternatives to storing / efficiently displaying badges at each luncheon.		
Conclusions:	James to research alternatives.		
Action items:	Person responsible	Deadline	
✓	✓	✓ PENDING	

2008-01.041	Sponsorship	Presenter:	Vladimir
Discussion:	October: Wording for policy will be adapted from recent newsletter. Photographs and/or signage to be included in newsletter.		
Conclusions:			

Action items:	Person responsible	Deadline
✓ .	✓	✓ PENDING

2008-01.042	New Members	Presenter:	Vladimir
Discussion:	October: Will e-mail and/or call new members shown on recent ASIS HQ list. Executive to sit at tables where new members are seated.		
Conclusions:			
Action items:	Person responsible	Deadline	
✓ .	✓	✓ PENDING	

2008-01.043	Payment Options	Presenter:	Glen
Discussion:	October: Member of Toronto Chapter to be contacted to discuss potential RBC system for credit / debit card payments. Need to determine what fees are involved.		
Conclusions:			
Action items:	Person responsible	Deadline	
✓ .	✓	✓ PENDING	

2008-01.044	ASIS Foundation	Presenter:	Glen
Discussion:	October: Discussion regarding the recent initiatives by the ASIS Foundation.		
Conclusions:	October: MOTION: A donation of \$ (please contact the Chapter's Treasurer Michael Nagina at treasurer@asis612.org or (493) 291.6006) to be made to the ASIS Foundation. MOVED: Glen SECONDED: Sean PASSED (unanimously)		
Action items:	Person responsible	Deadline	
✓ .	✓	✓ PENDING	

2008-01.045	Business Sponsored Luncheons	Presenter:	Glen
Discussion:	October: Need policy drafted, reviewed, approved.		
Conclusions:			
Action items:	Person responsible	Deadline	
✓ .	✓ Vladimir	✓ PENDING	

2008-01.046	Chapter Elections	Presenter:	Glen / Sean
Discussion:	October: Discussed potential movement of elections to October luncheon for future years to accommodate potential training session in November for incoming Executive members. (see <i>Chapter Officer Terms and Responsibilities - Policy 4006</i> - www.asisonline.org/membership/volunteer-secure/policyguide/chapters.pdf ; and <i>Chapter Officers and Terms - Procedure 4006</i> - www.asisonline.org/membership/volunteer-secure/policyguide/chapters_pro.pdf . Glen to chair nominating / election committee. All incumbents willing to stand for re-election.		
Conclusions:			
Action items:	Person responsible	Deadline	
✓ Glen to draft note seeking nominations for 2009 elections.	✓	✓ PENDING	

2008-01.047	Chapter Banner	Presenter:	Glen
Discussion:	October: Need banner to be displayed at each luncheon. Sean to confirm storage location.		
Conclusions:			
Action items:	Person responsible	Deadline	
✓ .	✓ Vladimir	✓ PENDING	

2008-01.048	Joint Luncheons	Presenter:	Sean
Discussion:	October: Sean will be meeting with Dan Chervenka (SPIE) to discuss potential joint luncheon		

