

# ASIS Calgary / Southern Alberta Chapter

Monday, May 4th, 2009

Fifth Avenue Place  
420 - 2 Street SW  
Calgary, AB

<b>Attendees:</b>	James Sanford Manuel Avila Sean Bolli Doug Durant (c/c)	Glen Kitteringham Roger Maslen	<b>Apologies:</b>	Kathy Macdonald Gina Arbeau Vladimir Batinić Ryan Petersen Michael Nagina (c/c)
<b>Please read:</b>				
<b>Please bring:</b>				

## Old Business

(Details show current plus two months)

Sean called the meeting to order at 2:30.

### Committee Reports:

<b>2009-01.001</b>	Treasurer's Report	<b>Presenter:</b>	Michael
<b>Discussion:</b>	<i>For detailed information about the Treasurer's Report or any other financial information, please contact: Michael Nagina, current Chapter's Treasurer at <a href="mailto:treasurer@asis162.org">treasurer@asis162.org</a></i>		
<b>Action items:</b>		<b>Person responsible</b>	<b>Deadline</b>
✓		✓	✓

<b>2009-01.002</b>	Legislative Report	<b>Presenter:</b>	Gina / Glen
<b>Discussion:</b>	<p><b>March:</b> Proposed legislation will not prevent / restrict employment within security industry for anyone who has minor criminal conviction(s). Glen has received the Discussion Guide from the Government of Alberta. Presentations / hearings will be held in Edmonton (03-16) and Calgary (03-26), with the deadline for comments being 03-20. Glen and Gina to discuss a potential pre-meeting.</p> <p><b>April:</b> Letter being re-sent today to Solicitor General (Tammy). Gina and Doug (and Glen in the AM) attended the GoA presentations. The CPO (<a href="http://www.ifpo.org/products/index.html">www.ifpo.org/products/index.html</a>) and CGSB (<a href="http://www.techstreet.com/cgi-bin/detail?product_id=1541585">www.techstreet.com/cgi-bin/detail?product_id=1541585</a>) training programs are not being considered.</p>		
<b>Conclusions:</b>	<b>May:</b> Nil.		
<b>Action items:</b>		<b>Person responsible</b>	<b>Deadline</b>
✓		✓	✓

<b>2009-01.003</b>	Newsletter Report	<b>Presenter:</b>	(Gina)
<b>Discussion:</b>	<p><b>March:</b> A request for articles will be sent this week to the Chapter membership. The target for publishing the next issue is early April 2009. Andrew to send the template to Gina.</p> <p><b>April:</b> Postcards were used at MRC and RCMP events; will be used at PayPal event. Gina will be confirming the software application used for the newsletter (Publisher?; part of MS Office Professional Edition 2003).</p>		

<b>Conclusions:</b>	<b>May:</b> Glen to look at getting template converted to Word format by discussing with Andrew Hibbs.		
<b>Action items:</b>		<b>Person responsible</b>	<b>Deadline</b>
✓		✓	✓

<b>2009-01.005</b>	Certification / Education Report	<b>Presenter:</b>	
<b>Discussion:</b>	<p><b>March:</b> Now into Week 16 with 16 attendees. There has been good feedback and lots of interaction.</p> <p><b>April:</b> Last class was last week. No attendee(s) have committed to writing the exam. Looking to send a survey to the attendees.</p> <p><b>May:</b> Getting calls regarding next session already.</p>		
<b>Action items:</b>		<b>Person responsible</b>	<b>Deadline</b>
✓		✓	✓ CLOSED

<b>2009-01.006</b>	Scholarship Report	<b>Presenter:</b>	Sean / (Gina)
<b>Discussion:</b>	<p><b>March:</b> Nil.</p> <p><b>April:</b> Nil.</p> <p><b>May:</b> Nil.</p>		
<b>Conclusions:</b>			
<b>Action items:</b>		<b>Person responsible</b>	<b>Deadline</b>
✓		✓ Gina	✓

<b>2009-01.007</b>	Program Report	<b>Presenter:</b>	James																														
<b>Discussion:</b>	<p><b>2009 Guest Speakers</b></p> <table border="0"> <tr> <td>January 15<sup>th</sup>:</td> <td>Dan Chervenka</td> <td>Symbolic Dynamics of Security</td> </tr> <tr> <td>February 19<sup>th</sup>:</td> <td>Don Muldoon</td> <td>Use of Force and Powers of Arrest</td> </tr> <tr> <td>March 19<sup>th</sup>:</td> <td>Maureen O'Hara-Leman</td> <td>World Skills Competition</td> </tr> <tr> <td>April 16<sup>th</sup>:</td> <td>Joanne Hahn and Greg Steinraths</td> <td>Graffiti</td> </tr> <tr> <td>May 21<sup>st</sup>:</td> <td>Christian</td> <td>Casino</td> </tr> <tr> <td>June 18<sup>th</sup>-19<sup>th</sup>:</td> <td>Tri-Lateral Conference, Deerfoot Inn and Casino</td> <td></td> </tr> <tr> <td>September 17<sup>th</sup>:</td> <td>Ron Collins</td> <td>CCTV in Downtown Calgary</td> </tr> <tr> <td>October 15<sup>th</sup>:</td> <td>Tricia Kingsford</td> <td></td> </tr> <tr> <td>November 19<sup>th</sup>:</td> <td>Rob Anderson</td> <td>Update on Private Security Legislation</td> </tr> <tr> <td>December 10<sup>th</sup>:</td> <td>Mix-and-Mingle</td> <td></td> </tr> </table> <p>ASIS International Seminar and Exhibits: September 21<sup>st</sup>, 22<sup>nd</sup>, 23<sup>rd</sup>, 24<sup>th</sup>; Anaheim, CA</p> <p><b>March:</b> Carl Jorgensen (CORE Products Group) has offered to assist James with the Program Committee.</p> <p><b>April:</b> Added speaker and presentation title for April.</p>			January 15 <sup>th</sup> :	Dan Chervenka	Symbolic Dynamics of Security	February 19 <sup>th</sup> :	Don Muldoon	Use of Force and Powers of Arrest	March 19 <sup>th</sup> :	Maureen O'Hara-Leman	World Skills Competition	April 16 <sup>th</sup> :	Joanne Hahn and Greg Steinraths	Graffiti	May 21 <sup>st</sup> :	Christian	Casino	June 18 <sup>th</sup> -19 <sup>th</sup> :	Tri-Lateral Conference, Deerfoot Inn and Casino		September 17 <sup>th</sup> :	Ron Collins	CCTV in Downtown Calgary	October 15 <sup>th</sup> :	Tricia Kingsford		November 19 <sup>th</sup> :	Rob Anderson	Update on Private Security Legislation	December 10 <sup>th</sup> :	Mix-and-Mingle	
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<b>2009-01.009</b>	Webmaster Report	<b>Presenter:</b>	(Manuel)								
<b>Discussion:</b>	<p><b>March:</b></p> <p><u>General Statistics:</u></p> <table border="1"> <thead> <tr> <th>Month</th> <th>Hits</th> <th>Most Visited Page</th> <th>Hits</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>			Month	Hits	Most Visited Page	Hits				
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January	733	Employment Opportunities	128
February	652	Employment Opportunities	172

Have received direct requests from employers asking to publish job postings.

Luncheon Statistics:

Month	Confirmed Attendees (through website)	Cancellations
January	39	2
February	19	

Site Modifications:

A new section named 'Industry Events' was added to the site.

Other:

Results from ASIS 2008 Students Writing Competition were published.  
Information about Topic and Speaker for March Luncheon has not been received.

Billing:

Domain registration was renewed for 5 years (until 2014-02). Copy of invoice given to Chapter Treasurer at past luncheon. (Registration fee already reimbursed.)

Billing history for 2009 presented in separate file. (Hosting fees were paid in advance, i.e. until 2009-07.)

**April:**

**General Statistics:**

Month	Hits to Home Page	Most Visited Page	Hits
March 2009	688 (+ 5.52%)	Employment Opportunities	178 (+ 3.48%)

Received direct requests to publish job postings from:

- Aspen Properties

**Luncheon Statistics:**

Month	Confirmed Attendees (through website)	Cancellations
March 2009	11 (- 42%)	1

**Site Modifications:**

None

**Others:**

- Hosting services for domain asis162.org corresponding to April 2009 were paid by M. Avila. Amount: CAD \$ 15.70 (14.95 + 0.75)  
Note: This amount was paid in advance to M. Avila by Treasurer M. Nagina.

Copy of the statement will be converted to .pdf and sent to M. Nagina.

**May:**

**General Statistics:**

Month	Hits to Home Page	Most Visited Page	Hits
May 2009	637		219

**Others:**

- Manuel has in depth info from website usage. He will review and send out interesting/relevant details.

**Discussion:**

**Conclusions:**

**Action items:**

Action items:	Person responsible	Deadline
✓	✓	✓

<b>2009-01.011</b>	Tri-Lateral Security Conference	<b>Presenter:</b>	Glen and Kathy
<b>Discussion:</b>	<p><b>March:</b> There are now five (5) organizations involved in hosting the Conference, thus the logo has been re-worked. The registration fee has been set at \$300.00, with \$25.00 discounts for early bird registration and being a member of one of the organizing groups. The Conference poster has been developed, and the website will be accepting on-line registrations this week. Things are going really well, including top notch presenters being confirmed. Simplex Grinnell has agreed to be a Gold Sponsor. Conference will be preceded by a three-day course offered by SANS (<a href="http://www.sans.org/calgary09_cs">www.sans.org/calgary09_cs</a>).</p> <p><b>April:</b> CANASA has signed on as a Gold Sponsor, bringing the total to 12. As of a week ago, there are 42 registered attendees. Seven of ten speakers have been confirmed. The website (<a href="http://www.trilateralcalgary.ca">www.trilateralcalgary.ca</a>) has been updated.</p> <p><b>May:</b> There are currently 88 confirmed attendees. CANASA will buy an entire table. In order to break even, there must be a total of 134 attendees. Cancellation insurance is in place.</p>		
<b>Conclusions:</b>			
<b>Action items:</b>		<b>Person responsible</b>	<b>Deadline</b>
✓ Progress update at next meeting.		✓ Glen	✓

<b>2008-01.016</b>	Audit	<b>Presenter:</b>	Sean
<b>Discussion:</b>	<p><b>March:</b> An alternate accountant is needed. James has a contact from whom he will get a cost estimate to do 2007 and 2008, and forward same to Michael.</p> <p><b>April:</b> Michael to check with James. Roger will also speak with Gerard (Ernst and Young)</p>		
<b>Conclusions:</b>	<b>May:</b> James to send Terry's contact info to Michael.		
<b>Action items:</b>		<b>Person responsible</b>	<b>Deadline</b>
✓ Obtain cost estimate; forward to Michael		✓ James / Michael	✓

<b>2009-01.024</b>	Marketing Committee	<b>Presenter:</b>	Vladimir
<b>Discussion:</b>	<p><b>March:</b> See postcard information included in Treasurer's Report. Details from Sponsorship section (2008-01.041) will be shown in this section going forward.</p> <p><b>April:</b> Sponsorship details for website have been sent to Kathy.</p>		
<b>Conclusions:</b>	<b>May:</b> Nil.		
<b>Action items:</b>		<b>Person responsible</b>	<b>Deadline</b>
✓		✓ Kathy and Vladimir	✓

<b>2008-01.033</b>	Pioneer Award	<b>Presenter:</b>	Glen
<b>Discussion:</b>	<p><b>March:</b> Criteria are contributions to: 1) <a href="#">Impact on</a> security industry in Canada, 2) ASIS <a href="#">Chapters</a> in Canada, and 3) ASIS <a href="#">International</a> as a whole. Glen has created an application template, and forwarded same to Bill Bradshaw and Paul Stanley. The nomination process needs to be started, with a goal of each Chapter nominating at least one person.</p> <p><b>April:</b> Award will be "Canadian Pioneer of the Year" (Ron Minion Award), per the engraving on the award.</p>		
<b>Conclusions:</b>	<b>May:</b> Glen trying to get feedback from others.		
<b>Action items:</b>		<b>Person responsible</b>	<b>Deadline</b>
✓		✓ Glen	✓ PENDING

<b>2008-01.040</b>	Member Identification Badges	<b>Presenter:</b>	Mike
<b>Discussion:</b>	<p><b>March:</b> Ryan will provide Michael with some cases for the storage of the ID badges. Future information for Name Tags section (2008-01.057) will be shown here.</p> <p><b>April:</b> Michael has storage cases. Andrew has a few more badges made.</p>		
<b>Current:</b>	<b>May:</b> ¾" floppy disk holders for badges seem to be working well (may need both.)		
<b>Action items:</b>	<b>Person responsible</b>	<b>Deadline</b>	
✓ Note to be sent to the Chapter membership to determine who needs / wants a new name tag.	✓ Kathy and James	✓ PENDING	

<b>2008-01.043</b>	Payment Options	<b>Presenter:</b>	Glen
<b>Discussion:</b>	<p><b>March:</b> Still need to contact person with RBC in Calgary.</p> <p><b>April:</b> Michael has a call into Robert Britten to initiate the Visa / Debit process.</p>		
<b>Current:</b>	<b>May:</b> Moneris Wireless Payment Machine \$500 fee \$40/month +2.5-3% transactions.		
<b>Action items:</b>	<b>Person responsible</b>	<b>Deadline</b>	
✓	✓ Michael	✓ PENDING	

<b>2008-01.048</b>	Joint Luncheons (w/ SPIE)	<b>Presenter:</b>	Sean
<b>Discussion:</b>	<p><b>March:</b> No updates.</p> <p><b>April:</b> Consensus to invite SPIE members to Mix-and-Mingle.</p>		
<b>Conclusions:</b>	<b>May:</b> Nil.		
<b>Action items:</b>	<b>Person responsible</b>	<b>Deadline</b>	
✓	✓ Vladimir	✓ PENDING	

<b>2008-01.050</b>	Annual Report	<b>Presenter:</b>	Glen
<b>Discussion:</b>	<p><b>March:</b> List of required items has been sent to Sean, Michael, Kathy; waiting for details.</p> <p><b>April:</b> Glen has circulated draft for feedback.</p>		
<b>Conclusions:</b>	<b>May:</b> Annual Report has been loaded onto website. Glen wanted info regarding usage from Manuel. Wondering if report is of interest to members.		
<b>Action items:</b>	<b>Person responsible</b>	<b>Deadline</b>	
✓ Details to be submitted to Glen	✓ Sean, Michael, Kathy	✓ PENDING	

<b>2009-03.060</b>	Drink Tickets	<b>Presenter:</b>	James
<b>Discussion:</b>	<p><b>March:</b> James suggested issuing <del>dinner</del> drink tickets at the hosting luncheons only. No decision at this time.</p> <p><b>April:</b> Carried over.</p>		
<b>Conclusions:</b>	<b>May:</b> May need to wait for June.		
<b>Action items:</b>	<b>Person responsible</b>	<b>Deadline</b>	
✓	✓	✓	

<b>2009-04.062</b>	Predictive Profiling & Security Questioning Seminar	<b>Presenter:</b>	Glen
<b>Discussion:</b>	<b>April:</b> Glen has been contacted by Chameleon Associates, as they are looking for a partner in		



Adjourned at 4:05 PM.

<b>Next Meetings:</b>	Monday, June 15, 2009 at 2:30 PM.
<b>Location:</b>	Fifth Avenue Place, 420 - 2 Street SW, Calgary

The above minutes serve to record the discussions and action items of the meeting. (Note: In an effort to limit the length of printed copies of these minutes and thus be more environmentally aware, only the current and two (2) previous months of minutes are shown within this document.)

Please advise the writer of any discrepancies or omissions immediately.

Respectfully submitted,

James Sanford (on behalf of Ryan Petersen)

Ryan Petersen, CPP  
Secretary  
ASIS Calgary / Southern Alberta Chapter