

# ASIS Calgary / Southern Alberta Chapter

Monday, October 5th, 2009

Fifth Avenue Place  
420 - 2 Street SW  
Calgary, AB

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

## Old Business


(Details show current plus two months)


Sean called the meeting to order at 14:45.

### Approval of Last Month's Minutes


<b>MOTION:</b>	<i>Delayed due to quorum of Executive not met at the beginning of the meeting.</i>		
<b>MOVED:</b>	<b>SECONDED:</b>		

### 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>Conclusions:</b>	<p><b>August:</b>  <b>MOTION (on-line):</b> That payment (reimbursement) be made to Michael Nagina (to be confirmed) for the cost of the Graphic Design work for the Information Cards.  <b>MOVED:</b> Sean      <b>SECONDED:</b> Glen      <b>PASSED</b></p> <p>  RE On-line  Motion.msg</p> <p><b>October:</b>  Nothing carried forward.</p>		
<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>May/June:</b> Nil.</p> <p>  FW Security  Services and Investig</p> <p><b>September:</b> Position paper had addressed many - but not all - concerns brought forward during the hearing process.</p> <p><b>October:</b> Glenn provided copies of pamphlets distributed by the GOA in reference to the Security Services and Investigators Act. Open houses to be held November 3 and 4<sup>th</sup> from 09:00-12:00</p>		




	and 14:00-17:00 at the Delta Calgary Airport.		
<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>June:</b> Gina wants input by July 1<sup>st</sup>, 2009. Glen will provide Trilateral, and Sean with another will chair. Roger to provide the golf update. New ideas include a 'Did You Know?' article from past, present, and future issues, as well as funny pictures of security/CPTED issues on site.</p> <p><b>September:</b> Newsletter was sent out in July.</p>  <p>ASIS Summer Edition Newsletter.msg</p> <p><b>October:</b> Fall newsletter to be issued in late November. Gina will send out an e-mail requesting ideas with respect to theme and topics. Ideas included 2010 CPP, Website statistics.</p>		
<b>Action items:</b>		<b>Person responsible</b>	<b>Deadline</b>
✓		✓	✓

<b>2009-01.006</b>	Scholarship Report	<b>Presenter:</b>	Sean / (Gina)
<b>Discussion:</b>	<p><b>June:</b> Talked to Carolyn and Alison, U of C who discussed the programs and options available to prospective students. Provided insight into the workings of the system along with options for scholarship and other financial rewards programs. They both expressed an interest in looking at the CPP program as an option for aligning the course work where feasible, but weren't certain as to granting an actual degree/certificate in line with ASIS as the other programs they have are offshoots of self-managed Certificate programs that have clearly defined parameters and teaching guidelines and course materials (more discussion is required). Carolyn to send information to Gina regarding scholarship programs and information regarding the program for general distribution and for inclusion in the newsletter.</p> <p><b>September:</b> No applications received as yet.</p> <p><b>October:</b> No applications received as yet.</p>		
<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>TBA</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>May / June:</b> Nil.</p> <p><b>September:</b> Carl Jorgensen will not be assisting James. He is trying to re-vitalize CANASA in Calgary. Suggestions for future speakers: Scott Johnson (Global Phototrack), Glen - Olympics, Grey Cup.</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	TBA	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>October:</b> James has confirmed Mathew BARKER has taken over from Rob ANDERSON and has confirmed to speak in November. James spoke with Ron COLLINS last week and was still confirmed to present. James to follow up with COLLINS on a weekly basis.	
<b>Action items:</b>	<b>Person responsible</b>	<b>Deadline</b>
✓	✓	✓


<b>2009-01.009</b>	Webmaster Report	<b>Presenter:</b>	(Manuel)
<b>Discussion:</b>	<p><b>June:</b></p> <ul style="list-style-type: none"> <li>Website submitted by Sean for Website of the Year through ASIS.</li> <li>Manuel mentioned that only three websites in Canada are self-hosted, the rest are professionally managed.</li> <li>Manuel asked if he could put his name on the website as a credit, all present were in favour.</li> </ul> <p><b>September:</b> No statistics available. Posted CITIG Flyer:</p>  <p>CITIG #3 Flyer E.pdf</p> <p>Outstanding expenses:</p>  <p>ASIS 162_Hosting_2009_0</p>  <p>Outstanding Balance.pdf</p> <p><b>October</b></p> <ul style="list-style-type: none"> <li>Website had 376 unique visitors during September with a total of 626 page visits.</li> <li>Manuel to create a LinkedIn profile for ASIS 162.</li> </ul> <p><u>MOTION</u> raised by Michael NAGINA to reimburse Manuel AVILA for the difference in hosting fees minus the monies paid in advance, due to exchange rate fluctuations. In addition, to reimburse Manuel AVILA for hosting fees for the months of July, August and September.</p> <p>MOVED: Michael      SECONDED: Kathy      PASSED (Manuel abstained)</p>		
<b>Discussion:</b>			
<b>Conclusions:</b>			
<b>Action items:</b>	<b>Person responsible</b>	<b>Deadline</b>	
✓	✓	✓	

<b>2009-01.011</b>	Tri-Lateral Security Conference	<b>Presenter:</b>	Glen and Kathy
<b>Discussion:</b>	<p><b>June:</b> Three gold sponsors have been lost, and breakeven has gone up. However, smaller rooms are now being planned on to accommodate (i.e. 2 instead of 3).</p> <p><b>September:</b> Debrief to be held. Each of the organizing groups will receive proceeds from the conference. Change from a dinner to a mix-and-mingle seemed to work well.</p> <p><b>October:</b> Glen provided information about the net proceeds to ASIS Chapter 162. Discussion on the MOU between CANASA and Tri-Lateral "Hosts" occurred and feedback was provided to Glen. Glen will speak to Dave RAY to gain his input. Concerns raised and general discussion included:</p> <ul style="list-style-type: none"> <li>- Audit Capability.</li> <li>- One Year Commitment.</li> <li>- Ability to Approve / Decline Vendors for Trade Show.</li> <li>- Verification of Booth Contracts (Vendors to pay full rate for attend conference and to be included in any meals provided).</li> <li>- Should the "Hosts" trademark the "Tri-Lateral" name, logo and brand.</li> </ul>		

	- Creation of a separate entity.		
	For detailed financial information about the Tri-Lateral Security Conference, please contact: Michael Nagina, current Chapter's Treasurer at <a href="mailto:treasurer@asis162.org">treasurer@asis162.org</a>		
<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>June:</b> No update.</p> <p><b>September:</b> Michael will call James' contact and request an estimate for completing an audit of 2007 and 2008.</p> <p><b>October:</b> No update.</p>		
<b>Conclusions:</b>			
<b>Action items:</b>	<b>Person responsible</b>	<b>Deadline</b>	
✓ Obtain cost estimate.	✓ Michael	✓	

<b>2009-01.024</b>	Marketing Committee	<b>Presenter:</b>	Vacant
<b>Discussion:</b>	<p><b>June:</b> Kathy and Vladimir to get together to edit sponsorship write-up.</p> <p><b>September:</b> Vladimir has left the security industry. Suggestions for a replacement include Brett Stevenson (Tailored Security Services), Dave McStravick.</p> <p><b>October:</b> Position vacant, no update.</p>		
<b>Conclusions:</b>			
<b>Action items:</b>	<b>Person responsible</b>	<b>Deadline</b>	
✓	✓	✓	

<b>2008-01.033</b>	Pioneer Award	<b>Presenter:</b>	Glen
<b>Discussion:</b>	<p><b>June:</b> Nomination request sent to Chapter chairs. Sean to send to Kathy for distribution.</p> <p></p> <p>Canadian Security Pioneer - Ron Minion .</p> <p><b>September:</b> Four nominations received from across Canada. Award announcement will be made in Anaheim.</p> <p><b>October:</b> Awarded, nothing carried forward.</p>		
<b>Conclusions:</b>			
<b>Action items:</b>	<b>Person responsible</b>	<b>Deadline</b>	
✓	✓ Glen	✓ PENDING	

<b>2008-01.043</b>	Payment Options	<b>Presenter:</b>	Mike
<b>Discussion:</b>	<p><b>May:</b> Moneris Wireless Payment Machine: \$500 fee, \$40/month, +2.5-3% transactions.</p> <p><b>September:</b> RBC fees would include \$200 set-up, \$75 activation, \$70 airtime, \$0 service fee; \$20 minimum fee. More information will come later.</p> <p><b>October:</b> Fees outweigh benefit at this time.</p>		
<b>Conclusions</b>	Closed		

Action items:	Person responsible	Deadline
✓	✓ Michael	✓ Closed

2008-01.048	Joint Luncheons (w/ SPIE)	Presenter:	Sean
<b>Discussion:</b>	<p><b>June:</b> Carried over.</p> <p><b>September:</b> Donation will be made to Poppy Fund. James volunteered to pay for non-alcoholic drinks.</p> <p><b>October:</b> SPIE members will attend and pay member luncheon rate of \$25.00. Discussion on providing a small gift to all attendees. Gina to discuss with Purdy's and obtain costs for a small box of chocolates.</p>		
<b>Conclusions:</b>			
Action items:	Person responsible	Deadline	
✓ Speak with Dan Chervenka	✓ Kathy	✓ PENDING	

2009-04.062	Predictive Profiling & Security Questioning Seminar	Presenter:	Glen
<b>Discussion:</b>	<p><b>June:</b> Regarding seminar dates, Glen set up for October 29<sup>th</sup> and 30<sup>th</sup>, 18 attendees are required for break-even but there is no obligation on ASIS to cover any shortages since we stepped out of sponsoring the event.</p> <p><b>September:</b> Ten (10) people have registered for the course; twelve (12) more anticipated.</p> <p><b>October:</b> Glen indicated session will most likely be cancelled.</p>		
<b>Conclusions:</b>			
Action items:	Person responsible	Deadline	
✓	✓	✓	

2009-04.063	Golf Tournament	Presenter:	Roger
<b>Discussion:</b>	<p><b>June:</b> Roger sent information to Manuel for posting, which has been completed by Manuel.</p> <p><b>September:</b> Great weather. Fifty (50) people attended; approximately half of previous years, but attendance at all tournaments is down. Many participants were paying their own fees, rather than their employers. Hole sponsorship was only four (4), compared to previous years when all holes were sponsored. Revenue amount to be finalized. Roger will continue as Chair, but needs an alternate / assistant.</p> <p><b>October:</b> Nothing carried forward. Closed.</p>		
<b>Conclusions:</b>	<p>MOTION: That payment (reimbursement) be made to Roger Maslen for tournament expenses and the cost of the Morgex Hole-In-One insurance.  MOVED: James      SECONDED: Glen      PASSED (2 abstentions)</p>		
Action items:	Person responsible	Deadline	
✓	✓	✓ CLOSED	


2009-04.064	Letters for Re-certification Points	Presenter:	Glen
<b>Discussion:</b>	<b>September:</b> Glen has signed off on one letter.		
<b>Conclusions:</b>			
Action items:	Person responsible	Deadline	
✓	✓	✓ CLOSED	

2009-04.065	Private Security Awards	Presenter:	Sean
<b>Discussion:</b>	<p><b>June:</b> Carried over.</p> <p><b>September:</b> Ernie Eaves (Region 50) is still working on this; waiting for updated forms.</p>		

	<b>October:</b> James to follow up with the Edmonton Chapter.		
<b>Conclusions:</b>			
<b>Action items:</b>	<b>Person responsible</b>	<b>Deadline</b>	
✓ Call Denis O'Sullivan to get updated information.	✓ James	✓	

<b>2009-05.001</b>	U of C	<b>Presenter:</b>	
<b>Discussion:</b>	<p><b>June:</b> Link of CPP and management certificate. Carolyn and Alison were in attendance, and were in favour of a closer look at expanding the program to perhaps Diploma. Will be hiring a Certificate Manager to look at this program in conjunction with one or two related programs. Name of scholarship to be determined, along with terms of reference and funding (endowment vs. current). Funding sometimes includes a 1-year membership with cash/cheque award.</p> <p><b>September:</b> Need to re-address this with UofC. Need to assign certification representative, optimize with CPP, PCI and PSP.</p> <p><b>October:</b> Carried forward.</p>		
<b>Conclusions:</b>			
<b>Action items:</b>	<b>Person responsible</b>	<b>Deadline</b>	
✓ Follow-up with UofC	✓ Sean	✓	

<b>2009-09.001</b>	CPP Review - 2010	<b>Presenter:</b>	Glen
<b>Discussion:</b>	<p><b>September:</b> 7 people interested in attending. Announcement will be made at each of the next three (3) luncheons. \$400 fee. 5 people interested in attending PSP course.</p>		
<b>Conclusions:</b>			
<b>Action items:</b>	<b>Person responsible</b>	<b>Deadline</b>	
✓	✓	✓	

<b>2009-09.002</b>	Stand-up Banners	<b>Presenter:</b>	Kathy
<b>Discussion:</b>	<p><b>September:</b> Need quote for two (2) stand-up banners; preliminary cost is ~\$250-\$350 each. Design cost would be \$400.</p> <p></p> <p>RE Follow-up items from meeting &amp; Thurs</p> <p><b>October:</b> Discussed options:  2 Banners, 1 Designs  2 Banners, 2 Designs  2 Banners, 2 Designs Double sided  Kathy and Sean to develop messaging. Carried forward.</p>		
<b>Conclusions:</b>			
<b>Action items:</b>	<b>Person responsible</b>	<b>Deadline</b>	
✓	✓	✓	

<b>2009-09.003</b>	Chapter Elections - 2010	<b>Presenter:</b>	Sean
<b>Discussion:</b>	<p><b>September:</b> Nominations will be opened in September, with follow-up announcements in October and November. Election of Chapter officers will take place at the November luncheon. Nominations should be e-mailed to Sean.</p> <p><b>October:</b> Sean has received interest in the Secretary position. Michael has received interest from Ron STEWART in regards to the Treasurer's position.</p>		
<b>Conclusions:</b>			
<b>Action items: None</b>	<b>Person responsible</b>	<b>Deadline</b>	

✓	✓ Sean	✓
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## New Business

<b>2009-10.001</b>	Chapter Leadership Thank You Dinner	<b>Presenter:</b>	Sean
<b>Discussion:</b>	<b>October:</b> Sean will organize a lunch for the Executive and Committee members for late November early December.		
<b>Conclusions:</b>			
<b>Action items: None</b>		<b>Person responsible</b>	<b>Deadline</b>
✓		✓ Sean	✓

<b>2009-10.002</b>	CrimeStoppers Gala Dinner	<b>Presenter:</b>	Glen/ Sean
<b>Discussion:</b>	<b>October:</b> Not been formally approached to support. Michael provided details on the date of the event.		
<b>Conclusions:</b>			
<b>Action items: None</b>		<b>Person responsible</b>	<b>Deadline</b>
✓		✓	✓

<b>2009-10.003</b>	Chapter Volunteer Award	<b>Presenter:</b>	Sean
<b>Discussion:</b>	<b>October:</b> Sean discussed providing a plaque or some type of award for volunteering with the Chapter.		
<b>Conclusions:</b>			
<b>Action items: None</b>		<b>Person responsible</b>	<b>Deadline</b>
✓		✓	✓

<b>2009-10.004</b>	Change in ARVP and RVP	<b>Presenter:</b>	Glen
<b>Discussion:</b>	<b>October:</b> Glen will be assuming the RVP role as Bill BRADSHAW will be stepping down. Tim MCCREIGHT will be taking on the ARVP role from Glen.		
<b>Conclusions:</b>			
<b>Action items: None</b>		<b>Person responsible</b>	<b>Deadline</b>
✓		✓	✓

Adjourned at approximately 16:08.

<b>Next Meetings:</b>	Monday, November 2, 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,

Michael Nagina (on behalf of Ryan Petersen, CPP)  
 Secretary  
 ASIS Calgary / Southern Alberta Chapter 162