

ASIS Calgary / Southern Alberta Chapter #162

Date: Monday, May 05, 2014 Location: Fifth Avenue Place: 420 – 2nd Street SW, Calgary, Alberta

ASIS Chapter 162 Executive Meeting Minutes	
Facilitator	Parnell Lea
Note Taker	Ray L. McPhee
Present	Roger Maslen, James Sanford, Scott Young
Absent	Mike Callaghan, Kevin Jordan, Doug Durant, Kathy MacDonald, Laurie Martick, Denise Hutchings, Lee Williams, Paul Bates, Ron Stewart, Jody Reid.

Parnell called the meeting to order at 1414hrs.

Motion	Moved:	Seconded	Vote
Approve the Meeting Minutes from April 07, 2014.	Scott Young	Roger Maslen	Passed

Program Report 2014 – Speakers			
Month	Topic	Speaker(s)	Attendance
January	Women In Security & Young Professionals (new groups)	Denise Hutchings & Scott Young	
February	Keeping Canada’s Skies Safe: An Overview of CATSAs Mandate	Shannon Martens	
March	Mass Notification Systems	Tom Vankosh	47
April	War Zone Security	Kim Greenizan	
May	Calgary Stampede Security	Paul Burrows	
June	RMI Consultants	Ru Amarar	
July	No Meeting		
August	Breakfast Meeting – Corruption of Foreign Officials	TBD - RCMP	
September	Hotel Security	Brett Smith	
October	Shelter In Place Protocols, University of Calgary	Brian Kitching	
November	Healthcare Security	Wayne Pelletier	
December	Christmas Event (TBD)		

Program Report	
	<p>August – Breakfast – RCMP Corruption of Foreign Officials (3-4 week) Paul SOLGEN (Parnell)</p> <p>Speaker List Status: Paul waiting on RCMP response, ASIS is covered for the year.</p> <p>Advertising- Parnell to talk with Lia from BOMA.</p> <p>CREIT will give a name tag machine printer so that membership cards can be made up at the time of attendees arriving to the luncheon. Ray, James.</p>
1403.01	Mixer after the Executive Meeting. Start April – Parnell to check Boston Pizza Chinook. Invite to go out to tell members to drop by for a drink after the Executive Meeting.

National Security Agenda (Parnell Lea)	
1404.01	New ARVPs for Young Professionals & Women in Security
1403.01	Increased membership by 30. Awarded one 4 day ASIS Conference coverage. Give to active member and Executive putting in extra time to James Sanford. Motion Parnell. Seconded Scott. All in favour.

Regional Meeting (Parnell Lea)	
1303.01	Nothing to update

Web Site Report (Chris Wood / Lee Williams)	
1402.01	Lee working with Chris to make site easier to modify. Parallel site created and Lee learning. Lots of current available positions being sent in to Lee and being posted. March Update – Still having issues with the website as Lee is posting, but not showing up on page. Working with Chris to rectify.
1402.02	Need to renew domain name. Parnell to follow-up to find out if that was changed over. March Update – domain name has now been moved to Chris to control.
1402.03	Still looking for new/local webmaster Chris Woods annual fee to maintain the website, \$113.00. Motion made by James Sanford, Scott Young seconded the motion, Motion Passed.

Golf Tournament (Roger Maslen)	
1402.01	Roger met with Terry & Aaron from Crimestoppers they'd like to work together. Crimestoppers looking to really put in some effort and increase sponsorship. Crimestoppers asked if we get liability insurance. We have not done this in the past. Will look in to. Monday, August 11, 2014 – deposit paid by Roger to secure the date.
1402.02	Motion Parnell 100% of golf donations to Crimestoppers & 100% of Christmas to Salvation Army. Ron Second. All in favour.
1403.01	Volunteers have stepped forward: John Walen – help with registration Micheal Negera – help with prizes Crimestoppers – looking in to corporate sponsorship and getting athletes involved. Still working through details.
1404.01	Roger is ready to send out notices. Fees set at \$175. Roger stated that they have 20-24 participants at this point and time. Comedian Jebb Fink to host the event.

CPP Review (Ray L. McPhee / Parnell Lea)	
1401.01	Ray and Parnell to modify PSP RFP and adapt to reflect the requirements for a CPP RFP. Plan to get out February. Replies March 15. Chosen successful proponent end of March 2014 Update Feb: Ray to get information to Lee Williams February 11 for posting.
1403.01	Have 8 registered. Need 10 to break even. Will be \$1,400 short if we proceed. Ask Glen is willing to drop cost so not cost to ASIS 162 or postpone to Fall and spend more time advertising. Parnell Motion. James Second. All in favour.

PSP Review	
1312.01	PSP Review on hold for now. Only one person registered. Will try again in spring (April)

PSI Course	
1303.01	Group to review and ask if there is interest within the chapter to have a study group.

CPTED Course (Parnell Lea)	
1303.02	Parnell and Ray to review the PSP RFP and adapt to reflect the requirements for a CPTED RFP.
1402.01	Parnell to talk to Gerry Bailey regarding what police are doing and then need to determine next steps on where we want to go with it March Update – Gerry doesn't think there should be an issue inviting members. Historically it has filled with police prior to being able to put out. More to come at later date.

Sponsorship Report (Paul Bates)	
1402.01	Paul to call Doug Durant to discuss Contava sponsorship. They want to be involved, but want the money to go to something specific. Contava and Tyco sponsorship, James sent outline and Doug Durant to send cheque for Gold Sponsorship. A letter to be generated and submitted for clarification.

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Security Canada Alberta Conference (Parnell Lea)	
1402.01	<p>General Topic: Critical Infrastructure May 8, 2014 Deerfoot Inn & Casino</p> <p>Update: February – Parnell to set-up a meeting with Steve (CANASA) Volunteers to assist: Lee, Ray,</p>
1403.01	<p>Speakers needed x 6:</p> <ol style="list-style-type: none"> 1. Carlton University Professor – Critical Infrastructure (confirmed) 2. Electrical Prevention – Rick Saunders (confirmed) 3. Linking Information 4. Copper Thefts – Dan Klufas (Federal Medals) 5. 6.

Communication Committee (Lee Williams & Ron Stewart)	
1302.02	Reminder notices for luncheons not being received by everyone. Need to investigate why.
1303.01	Need to determine a standard for setting out reminders, etc so we stay consistent (Update May) – Parnell, Lee & Ron met April 29 to clarify. Lee is the point person. Ron will back-up when Lee not available.
1402.01	Jeff working on the membership list to work out update process.

Legislative Report (Parnell Lea)	
1402.01	New payment system is much easier. New online background check is in the works.

Membership Report (Jeff Bzowey)	
1403.01	<p>1. There are several incomplete Chapter Membership list(s), and given that every Chapter Member must be an ASIS International Member, I sent an e-mail to ASIS International asking for a current list of International Members who fall within the jurisdiction of our Chapter. Waiting for reply.</p> <p>2. Once I have the current membership list from ASIS International, I will be e-mailing a questionnaire to the “official” Chapter Membership soliciting Member input on the Chapter - I will send my draft of questions to the Chapter Executive for input before sending it out.</p> <p>3. Once the survey has gone out to the official Chapter Membership, I will broadcast a message on the LinkedIn Chapter group to solicit feedback from those who are not ASIS International and/or Chapter Members.</p> <p>4. Given new legislation that will take effect this July with respect to electronic solicitations/communications (and other legal and privacy considerations), as a Chapter.</p> <p>Membership Survey- more events discussed to achieve CPE credits.</p> <p>Membership Snap, Parnell to send information to members for review.</p> <p>If members are not on the membership email list, they are to contact us so they are able to receive.</p>

ASIS Women in Security Group (Denise Hutchings)	
1311.01	<p>Major Concerns Identified:</p> <ul style="list-style-type: none"> • Leadership • Technical expertise • Balancing work/home life <p>Ray – WINK group as possible presenter</p> <p>Group to meet once per month.</p>

	Denise has been reaching out to women in the industry and there is a great deal of interest already. Update April – No update from Denise. Parnell suggests that maybe the next Young Professionals meet and the Women in Security group have a joint session.
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ASIS Young Professionals Group (Scott Young)	
1311.01	Scott looking at a quarterly meeting with a senior member there to share their story. Encourage ASIS members to bring a young professional to the luncheons. December Update: Scott to present and announce in January. Scott considering promoting sponsorship for these meetings. Will put something together to distribute in the New Year. January Update: Scott introduced the new group to the luncheon members and is promoting with contacts.
1403.01	First meeting went really well. Approximately 30 people attended and Glen Kitteringham and Parnell Lea spoke to the persons in attendance.
1404.01	Scott reports partaking in a National Call this past week regarding YP. Lots of good ideas. Parnell suggests next meet maybe do joint meet with Women in Security group.

New Business	
1404.01	Square credit card reader now available for same price as PayPal. James suggesting that he sign-up and get the free reader. James Motion. Roger Second. All in favour. Mastercard Chip machine to be purchased, James will purchase.
1404.02	Parnell speaking with BOMA - <i>Navigating the New Normal: Are you ready for the next disaster?</i> ‘The mission of our partner groups – IFMA Calgary, CoreNet, CREW Calgary and BOMA Calgary is to host a luncheon with an engaging keynote speaker followed by a moderated discussion panel with representation from key downtown stakeholders. The main focus will be on “Lessons Learned” with regards to communication and key responsibilities of both Landlords and Tenants in the event of another significant disaster in downtown Calgary and surrounding area. The goal is to provide best practices, key insights, and a take-away checklist for participants with links to emergency resources and contacts to assist in their personal and corporate emergency response preparedness. All profit (if applicable) will be donated to the Red Cross Flood Relief.’ The event details: Thursday May 20, 11:30 – 1:30 Westin Calgary ASIS could participate in a couple of ways. They could join the partners group hosting the event, and supply one person to the organizing committee. OR they could promote the event to their membership. Jody volunteered to help out on the organization committee where possible.

Meeting was adjourned at approximately 1606hrs.

The above minutes serve to record the discussions and action items of the meeting.
Please advise the writer of any discrepancies or omissions immediately.

Respectfully submitted,

Ray L. McPhee

Vice Chapter Chair