

ASIS Calgary / Southern Alberta Chapter #162

Date: Monday, September 21, 2015 Location: Fifth Avenue Place, Calgary, Alberta

ASIS Chapter 162 Executive Meeting Minutes	
Facilitator	Parnell Lea
Note Taker	Jody Reid
Present	Doug Durant (via phone), James Sanford
Absent	David Kozuchar, Vladimir Batinić, Tim McCreight, Jeff Bzowey, Ron Stewart, Robert Hughes, Ray McPhee, Frank Saulnier, Roger Maslen, Terri Govang

Parnell called the meeting to order at 1016hrs.

Motion	Moved:	Seconded	Vote
Approve the Meeting Minutes from August 5, 2015	Parnell	James	Passed

Mount Royal University Bursary	
1408.02	Mount Royal Bursary currently \$500. MRU has requested (as per letter dated July 25, 2014) of a top up of \$342.00. Motion: Ron, Seconded: Jody, All in favour. Passed. September Update: Letter from MRU has arrived. Parnell to pass on to James for top-up fees to be paid. November Update: Thursday November 20 at 5pm-6:30pm event to hand out bursary to Katrina Kaufman.
1509.01	2015 Bursary – review in October for status and if/what is owing

Program Report 2015 – Speakers			
Month	Topic	Speaker(s)	Attendance
January	Text Analytics: Mining for Meaning	George Veenhuysen	21
February	Oil and Gas Security in a Depressed Market	Greg Hurd	Update Req
March	Active Assailant/Shooter (breakfast session)	Insp Chris Butler	Update Req
March	Alberta Basic Security Training	Glen Kitteringham	Update Req
April	Radicalization 2 Violence – CPS Counter Terrorism Unit	Sgt Becky Spohr/Det Stewart O`Neill	Update Req
May	Complex Clients – Sovereign Citizens	Peter Lemieux (AB-SOLGEN)	Update Req
June	New Locking Devices and Electronic Hardware	James Sanford	Update Req
July	No Luncheon	N/A	N/A
August	No Luncheon – ASIS Annual Golf Tournament	N/A	N/A
September	No Luncheon (conflict with Terrorism Conference)	N/A	N/A
October	Security Guard Licencing – What’s New & What’s Coming	Tammy Spink	
November	TBD	Lonnie Croal	
December	Christmas Mixer – Garage (Dec 10, 2015)	N/A	N/A

Program Report 2016 – Speakers			
Month	Topic	Speaker(s)	Attendance
January	Surveillance and Threat Detection	Ray McPhee	
February		Dr. ...	
March			
March			
April			
May			
June			
July	No Luncheon	N/A	N/A
August	No Luncheon – ASIS Annual Golf Tournament	N/A	N/A
September			
October			
November			
December	Christmas Mixer	N/A	N/A

Sponsorship Report (Paul Bates)	
1402.01	<p>Paul to call Doug Durant to discuss Contava sponsorship. They want to be involved, but want the money to go to something specific.</p> <p>Update May: 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.</p> <p>October Update: James meeting with Doug from Contava October 7. November update: James sent Doug an email to find out if Contava will commit to sponsor or not.</p>
1403.01	<p>Need to explore sponsorship options. Tyco has submitted \$2,500 (September to June) as a Gold Sponsor. Need to define dollar amounts and what the sponsor gets at each level for Gold, Silver, and Bronze.</p>
1409.01	<p>Parnell provided a sponsorship menu for review by next meeting and provide feedback/comments. October Update: Parnell to complete final draft November Update: Discussion and update draft. Parnell to update draft and distribute. January Update: Final draft distributed by Parnell for comment.</p>
1502.01	<p>ASIS Foundation Scholarship Send out membership asking people interested in the scholarship to submit an application by March 31, 2015. A decision will be made at the April Executive Meeting by the Chapter Executive on who to award the scholarship to. The scholarship value will be \$1,000, which will be matched by ASIS International. Parnell motion. James second. All in favour.</p> <p>Update April: Terri Govang and Robert Shepherd have applied. Parnell sent out all related info April 1 for review and discussion at Executive Meeting. Not all had reviewed, Parnell will resend and ask for answer by end of day Friday, April 10, 2015.</p> <p>Update May: Executive agreed to award to Terri. James has cheque will get countersigned at May luncheon. September Update: James to get this cheque completed (US funds)</p> <p>September Update: Canadian Chapter asked is regional chapters would commit to a dollar figure that Tim could report. Amended motion to \$200: Parnell, Second: James, all in favor. James to get this cheque completed (US funds)</p>
1504.01	<p>\$1,000 donation to Canada Night. Motion James. Second Roger. All in agreement. James to prepare a cheque. Update May: James has cheque will get countersigned at May luncheon June update: complete</p>
1508.01	<p>ASIS Chapter Complimentary Seminar Registration voted on by the group. Awarded to Roger Maslen.</p>

Golf Tournament (Roger Maslen)	
1412.01	<p>Roger has confirmed Monday, August 10, 2015 and a 1pm shotgun start with Lynx Ridge. Roger will pay the \$900 deposit and will seek reimbursement from the chapter. Motion: Ray. Second: Jody. All in favour.</p> <p>January Update: Roger has delivered cheque to hold 2015 date. James reports \$7,900 after expenses for golf tournament. James motioned to bump up to \$8k. Jody seconded. All in favour.</p> <p>May Update: Roger sent registration form to Ron to distribute to the members and post to the website. June Update: <ul style="list-style-type: none"> - Michael Nagina will run as Roger cannot be in attendance - Have Ron re-advertise - Crimestoppers canvassing/sponsorship levels: G \$5,000/ S \$3,000/ B \$1,500/ Hole \$200 – with team \$1k - Registration \$170member/ \$180 non-member, Dinner only \$45 </p> <p>*Golf Tourney meeting set-up prior to August 10 to ensure we have everything prepared.</p>
	<p>Update August: Attendance 66 golfers currently + dinner people. Total 75. Michael Nagina hosting as Roger and John are required to be out of town for business.</p>

	James – registration table. Parnell and Terri to help out (arrive 10:30-11am)
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Luncheon / Event Planning	
1411.01	Need to start discussions to renew the Danish Canadian Club agreement. Review the menu to help keep it interesting. January Update: James has the contract. Meeting with Peter this week to confirm if there is a price increase and sign-off on the contract. James motion to keep costs to members the same for luncheons. Parnell second. All in favour.
1502.01	Tim going to talk to Owen Keys re City CCTV for potential speaker February 19. Alternate Tim could host quick Q&A on physical & IT convergence + Dave Tyson's Canadian Chair video that focuses on same topic. Other potential speakers (Parnell to update the speaker monthly chart and send out to the Exec group) April Update: Doug to talk to Owen regarding the possibility of a future date.
1502.02	Active Assailant Presentation (Tuesday, March 10, 2015), new date set. Sent out to people that had registered for the February breakfast February 2 to allow for preregistration. Jody will send new flyer to Ron for posting Wednesday, February 4 for all members. Parnell will send Edmonton Chapter Chair to Jody to pass-on flyer for interested personnel (Tim to send to Parnell) Advertise with BOMA on February 16. Jody to send flyer to Parnell to send to BOMA.
1504.01	Becky Spohor (Calgary Police) regarding counterterrorism. Parnell to confirm details and her attendance for the April 17 luncheon.
1505.01	Christmas Mixer - Terri is looking in to reserving The Garage in Eau Claire. Also investigating Char Bar in East Village. Terri to provide a report in August for voting. August Update: Group interested in The Garage. Terri will investigate/finalize details. September Update: Garage has been confirmed. Terri has putdown a deposit. James is working on reimbursement.
1505.02	Stampede Breakfast – Roger will call Greg Hurd re Caravan Breakfasts to see what cost might be for a smaller event. Terri advised that James Short Park is available for rent for \$50.
1508.01	September luncheon being cancelled as conflicts with the CPS Terrorism Conference. Group agreed. Parnell to speak with James to cancel the Danish Club.

CPP Review (Doug Durant)	
1504.01	Doug Durant taking on the certification role.

PSP Review (Doug Durant)	
1408.01	January Update: Parnell has a list of 9. Wanted to wait until after Christmas, and will be setting up the first meet in the next month. February Update: No update April Update: Doug Durant taking on the certification role. August Update: Doug will get list from Parnell, contact those people to organize an initial meeting to discuss study group plan. Looking to hold first meet and greet in September.
1509.01	Doug has 12 people interested. Still considering options on when to start and where to host. James has offered the SMP office meeting room

PSI Course (Doug Durant)	
1504.01	Doug Durant taking on the certification role.

CPTED	
1509.01	Asking for proposals to hold a course, looking for an instructor. Have a number of people interested in taking. Chapter will take a 'marketing role' to promote.

Website Report (Chris Wood / Ron Stewart)	
1406.01	Tim discussing as a larger leadership group about linking websites, Facebook, LinkedIn throughout Canada. Meeting June 19 to discussion. Tim will bring up and report back.
1409.01	Exploring options of a volunteer within the chapter to take over website. Ray/Denise also checking with companies they know on month-to-month management costs.

	<p>October Update: ASIS Canada – potential to standardize across country Chris Woods – asked for pricing to provide 2-3hrs support per month Soft Elephant – no update Ray McPhee’s contact – no update Mt Royal Support (James) – no update Advertisement (Parnell) – written. To be sent out for review. November Update: Motion by James to discuss with Terri and have her explore.</p> <p>December update: Parnell advised that National group is proposing a national website and each chapter would have a page. More to come at a later date. All other plans/options on hold for now.</p> <p>January Update: No update. February Update: Tim – still working toward a national program for websites.</p>
1504.01	Parnell to send out the ad looking for a web support volunteer person/company for all to review. Thought is to move forward as the decision from a national level is progressing very slowly.
1506.01	Parnell to follow-up with Ron regarding defining a back-up person for the web when Ron is away, i.e. David.

Communication Committee (Ron Stewart)	
1505.01	<p>OneDrive is currently being used to store all ASIS Chapter 162 data. It is Ron’s personal account. Suggestion is to consider using DropBox to house the membership information. Free DropBox will be close to capacity. Ron to set-up a Chapter shared DropBox account. June Update: Parnell to follow-up on status</p>
1505.02	<p>Define an email distribution list for the executive group so communication is going to the right location. Confirmed to date:</p> <p>Parnell Lea – Parnell.Lea@brookfield.com Ray McPhee – ray@mcpheesecurityconsulting.com James Sanford – treasurer@asis162.org Jody Reid - secretary@asis162.org Jeff Bzowey - asis162membership@shaw.ca Roger Maslen – roger.maslen@garda.com Terri Govang – terrigovang@gmail.com Doug Durant - dd8580@hotmail.com Ron Stewart –vbrs4404@outlook.com David Kozuchar – dkozuchar@smpeng.com Vladimir Batinic – vladimir.batinic@calgary.ca Tim McCreight – tmccreight@suncor.com> Robert Hughes –r.hughes@guardteck.com Frank Saulnier - frank.saulnier@cccsab.ca</p> <p>Jody will email the executive group to advise of preferred emails and ask everyone to create a send group within their own email systems.</p>

ASIS Women in Security Group (Terri Govang)	
1501.01	<p>Planning for mid-March. Looking at Moxies downtown at the Sandman. 7am-9am networking event. No cost to book the room prior to. Will look toward sponsorship opportunity to cover breakfast.</p> <p>February Update: 10 confirmed attendees at this point. Still looking for a sponsor.</p>
1505.01	June 4 a potential date for the next event. Still looking for a sponsor (~\$200) and venue.

ASIS Young Professionals Group (Vladimir Batinić)
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1408.02	<p>Next event planned at The Garage in Eau Claire for October 9 September Update: There will be no speaker. Mix and Mingle format. Convergent to sponsor.</p> <p>October Update: check on advertising. First event under Vlad. Next event will be January or February.</p> <p>November Update: event went well. 20 people attended. More young professionals, not as many senior members. Brief survey captured event – 16 people responded. All enjoyed. 14 people wanted bowling to be future event.</p>
1502.01	<p>Next event Thursday, January 29, 2015 5:30-7:30pm at University of Calgary Downtown Campus. Host and sponsor Commissionaires. February Update: 13 people attended. Next event April or May.</p>
1502.02	<p>Climb for Wilderness (climb up Calgary Tower) April 18 to raise money for Alberta Wilderness Association. Four person team signed-up. Goal to raise \$500 as a team.</p>
1504.01	<p>Doug working with Vlad to set a date in May (3rd or 4th week). Doug will present to the group. May Update: Have to push back as bars busy with Flames play-offs. Will look at a date in June.</p> <p>June 4 mixer had 20 people attend. Presentation by Doug Durant. GardaWorld sponsored. Expenses \$41.13. James wrote cheque and provided to Vlad.</p>

Legislative Report (Parnell Lea)	
1506.01	Can do online now. Add a link to our website being considered. Parnell to verify

National Security Agenda (Parnell Lea)	
1505.01	ASIS is looking at a product called Igloo. One website with chapter pages. Test evaluations to be completed by certain people.

Membership Report (Jeff Bzowey)	
1505.01	Suggestion that one list exists in Excel (currently in OneDrive). Suggestion to copy email addresses and copy to email when sending. Do not create a group within contacts; just use the list from the spreadsheet.

Regional Meeting (Parnell Lea)	
1501.01	Nothing to update

Chapter Executive	
1509.01	First call for executive election position nominations is required at the October Luncheon. Parnell to send out communication to all members advising current committee is now in year 3 of a 2-year term. We need interested people to step up for the survival of the chapter.

New Business – shown in red numbering through meeting minutes
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Meeting was adjourned at approximately 1100hrs

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,

Jody Reid
Chapter Secretary