



Tampa-St.Petersburg Chapter



Executive Committee Meeting Minutes 21 February 2018

EXCOM members that participated are marked below:

<input checked="" type="checkbox"/>	COL John McLaughlin	President	<input checked="" type="checkbox"/>	Alex Boody	Membership
<input type="checkbox"/>	Mark Christensen	1 st VP	<input type="checkbox"/>	Caitlin Stephens	Publicity
<input type="checkbox"/>	Debbie Miller	2 nd VP	<input checked="" type="checkbox"/>	Carmen Scanlon	Small Business
<input checked="" type="checkbox"/>	Gerry Slevin	Treasurer	<input type="checkbox"/>	Joe Haulton	Website
<input checked="" type="checkbox"/>	Magdalena LoGrande	Secretary	<input type="checkbox"/>	Senton Pojani	Scholarship
<input type="checkbox"/>	Carl Bass	RVP	<input checked="" type="checkbox"/>	Mike Wrona	Programs
			<input checked="" type="checkbox"/>	Joe Wotton	Awards
			<input type="checkbox"/>	Adam Taylor	Corporate Sponsorship
			<input type="checkbox"/>	Derick Armstrong	Corporate Sponsorship Assistant
			<input checked="" type="checkbox"/>	Mary Yourchisin	Young AFCEAN
			<input type="checkbox"/>	CMSgt Register	Military Outreach

I. Officer and Standing Committee Reports

• President, COL (Ret.) John McLaughlin

- The President called the meeting to order at 1320 and verified quorum.
- John also commented on the fact that he has started socializing the new \$10 for military members starting in March and most seem to be fine with it.

• Secretary, Magdalena LoGrande

ACTION: The motion was made to approve the January EXCOM minutes; motion was seconded and unanimously passed.

- Review of Robert's Rules of Order: per Mark request, Magdalena reminded EXCOM members about the importance of following parliamentary procedures differentiating between making a motion to present an item for discussion and making a motion to vote on a proposal once the discussion has concluded. This is particularly important when making motions via email. It was proposed that when we conduct an electronic vote next time after a motion has been made and seconded, that we make it clear by initiating a new email trail with the word VOTE in the subject title and the motion statement quoted verbatim in the body of the email. Majority consists of 50% plus 1 of votes cast.

- On a related note, Magdalena also noted that it is a requirement to have provisions in our by-laws for how to conduct electronic meetings (i.e., what constitutes quorum; only submit matters electronically when urgent; and determining when the voting period closes- 7 days is considered reasonable). She did not have time to elaborate further.



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- Annual Chapter report – due 16 March – Magdalena will complete what she can and ask Committee Chairs to complete.

- **Treasurer, Gerry Slevin**

- January financials: ~\$65K in checking; ~\$63,900K in savings.
- Gerry reported that our tax records are in order.
- A new accounting line has been created for the Cyber Outreach initiative.
- Gerry sent an email about banner signage. He will base the banner update based on the data available 7 days prior to our next luncheon. So far we have 5 full tables; 13 half tables; about half of what we had last year. According to Adam, many of the previous sponsors are not replying.

- **1st Vice President, Mark Christensen (unable to attend)**

- Amendments to Chapter Constitution and By-Laws – The proposed new language for the addition of two new Committee Chairs (Cyber Outreach; Government Liaison) and changing the quorum to 6 from 5 was shared by email; a proposal was made to remove the words High School from Cyber Outreach Committee; Magdalena reminded the EXCOM that by-laws amendments have to be passed “by majority vote of the members present at a regular membership meeting, when said proposed amendment is presented to all members of the Chapter ten days prior to the regular meeting.” The proposed text will be posted on our website and also added to email notifications for the next luncheon. Magdalena will forward the verbiage to Mike.
- Regarding adding a co-chair to the Education/Scholarships Committee, the option proposed was that Senton finds a deputy that can shadow him until they feel comfortable taking more of a lead position of Senton wants to act as advisor.

- **Membership, Alex Boody**

- Today’s lunch – 150 registered; 30 no-shows; 3 GS walk-ins; 4 AD walk-ins.

A/I: Provide John with a spreadsheet of historical luncheon attendance metrics.

- Some last-minute attendees want to avoid pre-registers based on the argument that they have a table sponsor, but this is not considered acceptable. Alex will get an updated list of current sponsors’ names from Adam.

- **Publicity, Caitlin Stephens (unable to attend)**

- Caitlin will present at Tinker this Friday to take pictures of the event.

- **Small Business, Carmen Scanlon**

- Carmen continues to work on soliciting names of candidates for AFCEA International Small Business Awards Nominations for each category. Deadline is 4 Mar.

A/I: Carmen will send out a call for nominations via the Chapter website.

A/I: Carmen will add the Synapse event to our Chapter website calendar.

- **Website, Joe Haulton (unable to attend)**



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· As reported by Mike, website luncheon registration is now reflecting the new fees for GOV (and for MIL in March)

• **Scholarship/Education, Senton Pojani (unable to attend)**

· John mentioned that scholarships will also be given out as part of the Cyber Outreach program as well as other educational gifts such as certification vouchers.

• **2nd Vice President, Debbie Miller (unable to attend)**

• **Programs, Mike Wrona**

· The President reminded EXCOM members about helping out as needed during luncheon setup; it was also recommended that Mike gets standing volunteers as part of his committee to perform certain functions so that he does not have to scramble for last-minute help.

A/I: Add a “Committee Chairs’ Updates” item to the luncheon program agenda.

· Change to luncheon fee structure:

ACTION: after initial discussion at the January EXCOM meeting and extensive follow-on online discussion, the Chapter President made a motion via email on January 25th to vote on price changes, as follows: both Government Service (GS) Civilian and Active Duty (AD) military fees become \$10 per luncheon; the GS would take effect for the February lunch and the AD change would take effect for the March lunch to give us time to get the word out to AD. Motion was seconded. 7 Yeas; 0 Nays. Motion was passed.

Date	Location	Speaker	Title Sponsor	Raffle Sponsors
21 February	Surf’s Edge	Internet of Things Panel, led by COL John McLaughlin, USA (Ret.)	ForeScout	Insperity; Fairfield Inn and Suites by Marriott at Tampa Westshore
21 March	Surf’s Edge	Lt. Gen. Robert M. Shea, USMC (Ret.), AFCEA Int. President and CEO		
18 April	Surf’s Edge	Maj, Gen. Kilgo, CENTCOM J6 (tentative)		
16 May	Surf’s Edge			



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Mr. Smith will be the speaker during the June or July luncheon.

• Awards, Joe Wotton

- Ingles Award – Joe will submit a nomination by 4 March; Gerry shared 2014 nomination verbiage. Magdalena will forward the 2017 Model Chapter Achievement Report as a reference as well.
- Individual Awards - Joe will submit the same folks (by 4 Mar) as last year (all who did not get selected) and ensure Carl knows of the submissions so he can advocate for them on our behalf a AFCEA East.
- Joe will also work with Carmen on Small Business Awards.

• Corporate Sponsorship, Adam Taylor (unable to attend)

A/I: Adam – establish a communication plan with EXCOM on status of corporate sponsors – this will allow Joe to update website, Gerry to keep sign updated, and hopefully reduce the number of calls/emails Mike & Joe get the week before an event.

A/I: Adam: Identify a second POC for each Corporate Sponsors to have back-ups for communication purposes.

• Young AFCEAN, MA Yourchisin

- Tinker K-8 Walk-A-Thon and Color Run on 23 Feb – volunteers needed
- MA will need a POC to gather the donated professional clothing during upcoming luncheons.
- AFCEA West; MA had a chance to interact with other Chapters and their initiatives; there seems to be a growing movement from International to mentor and influence all young generations (to include K-8) in the cyber realm.
- Cyber Outreach (Cyber Fortress) Program update:
 - Two new schools to add to the program; Osceola HS ANF Lakewood HS.
 - Future Opportunities: St. Pete HS; Eastlake HS
 - Steven Plummer (Supervisor Business & Information Technology, Marketing & Diversified Education) will coordinate with teachers to get them prepared for next year.
 - Our Chapter will need extra volunteers for each high school to promote curriculum instruction.
 - Curriculum design collaboration: interest in making the curriculum current and target it to jobs and cert; alignment with appropriate textbooks; schools want to make sure it is up to date and is targeting the instruction the students really need ref getting a job and cert, is the textbook the right one etc.; our program will hold a brainstorming and curriculum work 1-day session at Pinellas District HQ to start with. If successful, the curriculum could be used as a template for other districts. EC Council/FireEye/ReliaQuest, may be interested in participating as well.
 - Interest in USF Cyber Education; can probably work this into the March curriculum instruction at FC2/USF.



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-Future Business Leaders of America (FBLA) plays a part in cyber competitions and are their State event 16-19 March; potential Chapter member attendance.

-Pinellas Technical College - two campuses, Clearwater and St Petersburg. They would be interested in discussions on curriculum improvement similar to what we did with FC2 and USF.

- Mark Hunt (Executive Director for Career Technical & Adult Education) is getting Mike Ramsey and Scott Burks in touch with John, as POCs for Career and Technical Education (CTE), which falls under Information Technology and not Science. Mike may participate in FBI field trip.

II. Agenda Item: Special Committees' Reports

• Golf Tournament, MA Yourchisin

- We still need a new Chair. MA will stay involved as co-chair as much as possible as Tampa will be her primary Chapter.
- MA will find out what the tentative date is for the tournament this year.

A/I: Mike will add to e-mail blasts the call for volunteers to chair the Golf Tournament.

• Military Outreach, CMSgt Register (unable to attend)

- The President reiterated the importance of ensuring our events are socialized among the larger MacDill community.

III. Agenda Item: Unfinished Business

- Partnership with St. Leo University per email from AFCEA International. John will contact the POC, Bob Quinn.
- Promotional merchandise: Caitlin will form a Subcommittee under Events or Bowling Fundraiser to design merchandise to sell at the next Bowling Tournament, ideally with enough inventory at hand at the time of the event. We need to get the exact date from Mark, 3rd or 4th Thursday of April.
- New initiative to create a scholarship for veterans at USF. Many attendees on the GI Bill run out of funds after 36 months. This type of scholarship will also give us more tracking control than the high school scholarships (Mark not present to provide update)
- Review of Action Items Status:
- Senton: provide criteria for educational scholarships -- John will ask Mark to follow up.
- Joe H.: provide an update on getting additional help for day-to-day website tasks; also, during conversations with the AFCEA International website POC, ask if guest registration is feasible (i.e., be able to pull membership data from Int. on an ad-hoc basis) – John will ask Debbie to follow up.

IV. Agenda Item: New Business

- Veteran Cyber Training Pilot –A Virginia Chapter has been co-sponsoring this with a relatively low level of effort; John will inquire further as to the nature of the initiative (based on public grants?)



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non-for-profit?) to see whether this would be something we could support by sponsoring them on our website under Resources for Veterans without opening the door to many other solicitations without knowing where to draw the line.

V. Agenda Item: Adjournment

- Meeting adjourned at 1420