



VCAN Board Conference Meeting Minutes

November 15, 2011

Tele-conference: 10:30hrs

Members present:

- President* – Kristin O’Connell (Charlottesville PD)
- Secretary* – Jessica LeBlanc (Fairfax County PD)
- Treasurer* – Sonia Ramsey (Radford City PD)
- Symposium Coordinator* – Lynn Brewer (Newport News PD)
- Certification Chairman* – Amy Lay (Virginia State Police)
- Past President* – Jennifer Coner (Newport News PD)

Item 1 – Friday Training Updates

Date	Course / Topic	Host
01/14/11	Excel in 7.0 – Lynn Brewer	Newport News PD
02/11/11	Domestic Terrorism – Jennifer Willoughby	Virginia State Police
03/11/11	ATAC – Mary Craig	Prince William PD
04/22/11	Analysis of Serial Criminals – Dr. VanPatten	Charlottesville PD
05/06/11	Mapping Cell Phone Calls – Jessica LeBlanc	Fairfax PD
06/17/11	Excel in 7.0 – Jen Coner	Radford PD
07/15/11	i2 Tips & Techniques – Sarah Crawford	Loudoun SO
08/05/11	Cartography – Leneé Pennington	Newport News PD
09/16/11	Introduction to Crime Analysis – Round Table	Galax PD - CANCELLED
10/14/11	FALL SYMPOSIUM - CANCELLED	Charlottesville PD
11/04/11	i2 Tips & Techniques – Sarah Crawford	Newport News PD
12/09/11	NICB – Cody Gabbard	WEBINAR

- *Kristin and Amy* will put together a survey about to obtain feedback on this year’s trainings and needs/wants for next year. The survey will be distributed electronically this week.
- Will skip January and begin again in February once the survey results are in
- Need for advanced LInX querying instruction. *Kristin and Sonia* will look into D.T. McGratten as potential instructor. If not, perhaps one the board members can self-teach and then offer a training block.
- 10 people are signed up for the December webinar. *Sonia* will send out a reminder today.
- Leneé Pennington is willing to teach another mapping class – possibly February?

Item 2 – Spring Symposium

- Target dates: March 16th or 30th 2012
- Richmond is a good, central location.
 - i. Richmond City training facility? *Kristin* will ask Renee for a contact. Has been hard to get more than one room in the past.
 - ii. *Amy* will ask VSP academy if we can have food in their rooms.
 - iii. Third choice, Henrico.

Item 3 – Round Table

- Kristin will send out by-laws approval via Survey Monkey. Deadline is November 30th
- Sonia will send out dues letter on December 1st
- Topics to discuss at in-person meeting:
 - i. Spring Symposium
 - ii. Free Friday training
 - iii. Committee ideas

Next Meeting: In-person, Friday, December 9 at 11:30 at Cheesecake Factory in Short Pump, VA (Jess will make reservations for 6)