MNIAI
Board of Directors Meeting
Buca di Beppo, Maple Grove
April 28, 2025 ~ 1400 hours

Members present: Board Chair Ryan Fitzgerald, President Jessica Slavik, 1st Vice President Brad Litke, 2nd Vice President Josh VonHaugg, 3rd Vice President Steve Swenson, Sgt. At Arms Jeremy Alley, IAI Division Representative Pat Warrick, Media Editor Patti Drew and Secretary/Treasurer Jennifer Jaspersen.

Member absent: Historian Daniel Anselment due to a work conflict.

President Jessica Slavik called the meeting to order at 1400 hours. Secretary/Treasurer Jennifer Jaspersen distributed a draft copy of the Conference agenda along with the minutes from the September 26, 2024 General Membership Meeting and the current Treasurer's report. 2nd Vice President Josh VonHaugg moved to accept the minutes. 3rd Vice President Steve Swenson seconded the motion. All were in favor and the motion carried.

Treasurer's Report: The report indicated that our cash on hand as of 04-28-2025 is: $27,587.26 in checking and $1,337.34 in savings for a total of $28,924.60. The current count of inventory is $9,224.00 (if merchandise is sold at full price) for a total asset amount of $38,148.60. Josh VonHaugg moved to accept the current Treasurer's report. Media Editor Patti Drew seconded the motion. All were in favor and the motion carried.

Old business: There was no Old Business to address.

New business: Jessica and Patti began a discussion about MNIAI Board members providing testimonials and/or short bios, along with a nice head shot photograph, to her for inclusion in the next issue of the MNIAI Newsletter. Each member should also send their information to Jennifer and Josh. The head shots will be placed on the Board of Directors page on our website and on our Facebook page.

Jessica and 1st Vice President Brad Litke broached the subject of nominees for 2026 Sgt. At Arms. Brad reminded the Board of the member from Hennepin County Sheriff's Office, Lauren Bjerke, who was elected Sgt. At Arms at our 2024 Conference but resigned almost immediately due to a work related issue. Josh VonHaugg volunteered to contact Lauren and ask if she is interested in taking on the role for 2026. Brad mentioned a co-worker from Burnsville PD that might be interested in the position; Ashley Nacey. *As of this writing, Ashley is registered to attend the 2025 Educational Conference but Lauren Bjerke is not. This does not preclude her from being a nominee. Josh indicated that Minneapolis PD will not be sending anyone to this year's conference, other than those that are on the MNIAI Board of Directors and any Presenters from the police department.*

Jessica indicated that she has been in contact with at least one of the Conference Presenters that have yet to submit their information to Jennifer. We are waiting on a total of 3 (with two Co-Presenters included). Their information is necessary so that we can apply to the MN POST Board for continuing course credits. Jennifer indicated this Conference (all days) should garner 14 POST credits (1 hour = 1 credit).

Jessica read out a list of potential and confirmed Vendors/Sponsors for this year's Conference. Some might give monetary or door prize donations only:

- **TriTech** – sending voucher for training
- **Lynn Peavy** – Maybe "If the timing is right, and (if we still have money in our conference budget,) we would love to be there."
- **Aspen Mills** – Likely
- **Identi-kit**
- **CTS Proficiency** – Maybe
- **Leica** – Maybe "I am not sure yet if I will be attending the conference. I will do some checking and see what they have in store for me. Last October they restructured the company, and I was promoted to be a Dealer Manager, so I now oversee (7) dealers that sell Leica products. I am hoping that one of them will pick up the conference and I can join them there."
- **TI Forensics** – "Yes, I will be a sponsor. I have to see whether or not I plan on attending. I will let you know."
- **Associated Bag**
- **Uline**
- **Evident**
- **RJ Lee**
- **I.D. Technologies**
- **Delta Gloves**
- **Arrowhead**
- **Vertex Unmanned Solutions** - Maybe
- **Forensic Junkie** – YES
- **Foster & Freeman** – YES

Jessica spoke about details for the President's Reception this year. It will be held on Wednesday, September 24 from 6:30-10:00 in the Governor's House. We will bring our own snacks and drinks. She asked for a volunteer to bartend. Board Chair Ryan Fitzgerald agreed to act as bartender.

- Steve Swenson indicated he has a bottle of gin he can contribute to the reception.
- Brad Litke has a neighbor he will contact to see if he can provide any donations of liquor to our group.
- Jessica has a couple of large bins she will bring to hold cans of liquids put on ice.
- Jessica will send a list of alcoholic beverages to Brad and he will make the necessary purchases.
- Jessica will buy mixes.
- Jennifer will bring bowls, napkins, cups and stir sticks/bar straws plus snacks.

Everyone should keep their receipts, submit them to Jennifer and she will reimburse them via check. Jessica asked Jennifer if we can obtain a list of registrants that have booked rooms at the venue using the sleeping room reservation code given to us for this purpose. This is for use in getting a head-count for Thursday's buffet lunch. Jennifer indicated that our contact at Breezy Point should be able to provide this. Jennifer added that the Vendors/Sponsors who attend the Conference should be given that reservation code, as well. Every person who uses that code receives the room rate given to our group along with inclusion in the Thursday lunch buffet and the Thursday and Friday breakfast buffets. *As of this writing, Jennifer has sent a message to the two Vendor/Sponsors that are registered thus far.*

Jessica asked if any member of the Board had any food suggestions for Thursday's lunch buffet. She has yet to receive a menu from the venue, but she wanted to get an inkling of what people might like. Burgers and dogs, sandwiches or a taco bar were mentioned. Once a menu is received, Jessica will make a decision. Jennifer will be included in the correspondence and she will inform the rest of the Board as to what food will be served. This will most likely include the menu for Thursday's banquet, as well.

Jessica asked Sgt. At Arms Jeremy Alley about door prizes for the banquet. Jeremy has some creative ideas and Steve has offered his potential assistance. Jeremy asked Jennifer what the budget is for these prizes and she responded $300-$400 which is reimbursed to him via check. Jennifer asked Jeremy, if he obtains any substantial donations from vendors, to send to her their web addresses and/or images of their logos for inclusion on our website. This information will also be sent to Josh for inclusion on our Facebook page.

Jennifer informed the Board of our Conference registration numbers as of the date of this meeting:

- 10 Board members (Josh will only attend 2 days and is not sure which days)
- 2 Sponsors/Vendors
- 18 Presenters and Co-Presenters (2 are also Sponsors so aren't included in this number – 5 more are pending)
- 1 Special Guest – IAI President Jan LeMay
- 32 Paid registrants with one more with payment pending so is not counted here
    - 13 from Burnsville PD
    - 3 from Wright County SO
    - 2 from Anoka County SO
    - 1 from Washington County SO
    - 3 from Carver County SO
    - 10 from Eagan PD

TOTAL: 63 (as of the date of this meeting)

Jennifer mentioned the number of polo shirts currently designated to paid Conference registrants. Steve's idea of giving away a free polo shirt to the first 50 registrants was adopted at the 2024 General Membership Meeting. 26 shirts have been set aside. Not all current registrants have responded with their choices. If no responses are received from the remaining 6 that we have so far, their shirts will be awarded to upcoming registrants.

Josh brought up a retirement plan initiative he is involved in that might be of benefit to some MNIAI members. This concerns active civilian forensic scientists and closely related roles who are currently enrolled in the PERA Coordinated (General) Retirement Plan. He is asking that an email be sent to our membership in order to solicit feedback. He asked if the Board has issues with this and if Jennifer is willing to send a mass mailing. The Board sees no issues and Jennifer is willing to help. Josh will communicate details with Jennifer. *Update: Josh sent Jennifer an email on 4-29-25 containing pertinent information and she has disseminated it to the MNIAI membership.*

Jennifer asked for a discussion to confirm policy on the Conference Sponsorship Program. The following points were discussed:

- Patti would like all Sponsorship winners to meet with her during the Conference so she can obtain contact information from them for a future request for feedback. This feedback will be published in the MNIAI Newsletter along with their photos. This information request will be added to the Conference Sponsorship page on our website so that potential applicants are made aware ahead of time. Additionally, information regarding recognition of our Scholarship winner(s) at the annual banquet will be added to the web page.
- Josh asked, "How many applicants will we accept? Is it unlimited or should we set a cap on it?" Discussion concluded with no cap being set but a maximum of 2 winners selected each year.
- Steve asked, "What dollar amount should be set for this scholarship?"
- IAI Division Representative Pat Warrick suggested we offer registration plus lodging and that will dictate the dollar amount each year.
- These changes would take effect in 2026.

- Jennifer would update the web page at the end of 2025.

Jennifer moved to accept these changes to the Conference Scholarship Program policies. Brad seconded the motion. All were in favor and the motion carried.

Discussion commenced about outreach to agencies in way of advertising our Conference. Josh informed the group that he has sent several email messages already. The Board asked Jennifer to create a brochure/flyer in PDF format. Patti said she will apply a QR code to the document. Brad suggested agencies in North and South Dakota be included in this outreach and asked for any contact names that Board members might have for cities like Fargo, ND and Sioux Falls, SD to be sent to him. He indicated he would call them, if possible. *Update: A flyer has been created and awaits application of a QR code.*

Jennifer let the Board know the benefits people enjoy when they join the Division during one of our annual Conferences. If someone completes their application and submits it to her before the General Membership Meeting on the Thursday of the Conference, it will be reviewed by the Board during the meeting. Once accepted, the individual is made a member of the Division. Application fees are waived and so are dues for the first full year of membership. Brad commented that he did not know this and suggested it be added to the President's welcoming speech. Jennifer will make sure this is part of the speech and Jessica will be sure to read it out at this year's Conference. *As of this writing, this item was found to already be included in the welcoming speech. It has now been added to our website in three locations; the Home page, the Conference Registration page and the Conference Scholarship page. This is the text for President Slavik to read out this year:*

If you are not a member of the MNIAI, we encourage you to join. If you did not receive an application in your folder and you wish to apply, please see the Secretary/Treasurer before lunch on Thursday to request an application. Complete and submit your application to her **before** the General Membership meeting (5:30 PM). Once approved, you become a member and your dues will be waived for the remainder of 2025 *and* for the calendar year of 2026. **That's a $60.00 savings**!

New Members: Between the General Membership meeting on 09-26-2024 and this Board of Directors meeting, we received new Active membership applications from the following **seven** individuals: Lauren Munoz, and Ian Barrera from the MN Bureau of Criminal Apprehension; Gao Banick from the St. Paul Police Department; Breanna Creason from the Minneapolis Police Department; Lucas Cruciani, Caitlin Kavanaugh and Aaron Swenson from the Burnsville Police Department. Previous to this Board meeting, these applications were reviewed and accepted by the Board of Directors via email. We currently have 213 Active, LIFE Active and Associate members.

Jessica moved to adjourn the meeting. Brad seconded the motion. All were in favor and the meeting was adjourned at 1500.

Respectfully submitted,
Jennifer Jaspersen - Secretary/Treasurer MNIAI