



ILLINOIS CORRECTIONAL ASSOCIATION

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Illinois Correctional Association / Board of Directors Meeting

Teleconference: Thursday, 25 March 2021, 09:00 Hours

- I. Roll Call:** Daniel Sheline (President); Shelith Hansbro (Vice President); Mike Lukas (Secretary); Patrick Firman (Director); Jennifer Zakaras (Director)
- II. Call to Order:** 09:05 Hours
- III. Approval of Minutes & Reports:**
 - a. Board of Directors Meeting Minutes from 09 December 2020.
 - i. Motion: Shelith Hansbro
 - ii. Seconded: Daniel Sheline
 - iii. Unanimous Approval
- IV. Reports:**
 - a. President (Daniel): Will give report under new and old business.
 - b. Vice President (Shelith): Pinckneyville obtained their ACA accreditation status and are now fully accredited. Kewanee, Illinois River, and Centralia will be having their initial ACA audits in October of this year. IDOC is working on vaccination of staff and inmates. A team has been assembled to develop a plan for returning facilities to normalcy for staff and inmates. They are also looking at returning to onsite visits for the inmates.
 - c. Treasurer (Richard): As of 25 March 2021
 - i. Chase Account Balance: \$8,305.58
 - ii. PayPal Account Balance: \$1,578.04

- iii. Total is \$9,883.62
- d. Secretary (Mike): Will give report under old business.
- e. Past President (Jerry): No Report
- f. Directors:
 - i. James Edwards: No Report
 - ii. Patrick Firman: Recommended that the ICA Board look into conducting Zoom meetings instead of phone conferences for Board meetings in the future. Board agreed it was a good idea and will consider doing it for the next meeting.
 - iii. Steve Laudick: No Report
 - iv. Kevin Lyons: No Report
 - v. Jim Thomas: No Report
 - vi. Jennifer Zakaras: No Report

V. Old Business:

- a. Training Conference Update – President Sheline advised that there are about 65 attendees and 10-11 exhibitors signed up for the October conference. He is talking also talking with two exhibitors interested in hosting a social event. Board members were asked to reach out to any presenters that they were working with and confirm that they are still willing to present at the conference. Vice President Hansbro advised that IDOC staff are still not approved to travel for training and are optimistic that approval will be received before the conference. She will keep the Board advised on the status of staff travel for training.
- b. Request from Gun Tower Coffee – President Sheline has not heard back from them regarding the details of their proposal for ICA. He will contact them again for details of their proposal.
- c. Request from Peru State College – A request from Peru State College to provide a link on our website to their online program for a bachelor’s degree in Criminal Justice was received and discussed at the last Board meeting. Secretary Lukas is still working on the website and has not reached out to Peru State yet for their link. Once other updates are done on the website, he will contact Peru State for their link.

- d. Request from Illinois State University – ISU reached out to ICA last year about them supplying a survey for a research opportunity they were working on for Correctional Officer’s safety and wellness via wearable technology (i.e., smartwatches). As of this date, ISU has not responded back to our request for a copy of the survey for the Board to review to determine if ICA would participate. At this time the issue is being tabled.
- e. Job Link on ICA Website – Secretary Lukas is working on updating the site and is getting close to testing it. Once it is tested and working properly, the link will be put up on the ICA website and he will reach out to agencies that were requesting information about a job link on the ICA website.
- f. ICA P.O. Box – Secretary Lukas confirmed that the ICA P.O. Box is set up for automatic online renewal and ICA will be billed for it every October by the Post Office. The Board discussed moving the P.O. Box to a different location other than Chicago and decided after discussion to leave it where it is for now. Secretary Lukas will look into setting up Informed Delivery for the P.O. Box so that we know when something is delivered to the P.O. Box.
- g. ICA Tax Filings – Treasurer Hart contacted Selden Fox Ltd. and the tax filings for 2019 has been filed. Selden Fox Ltd. will be filing the 2020 forms and we will be up to date on all required Federal tax filings. Secretary Lukas contacted Selden Fox Ltd. on 24 March 2021 and left a message to get the status on the 2020 tax filing. At this time, he has not heard back from them and will report back on the status at the next meeting after he hears back from Selden Fox Ltd.
- h. Status of Annual Report of the Financial Statements for ICA – Since Treasurer Hart and Director Lyons were not able to attend the meeting today, Secretary Lukas will reach out to them and request that the annual report be completed by the next Board meeting.

VI. New Business:

- a. Due to professional and personal commitments, Treasurer Hart has indicated that he may be looking to step down as Treasurer before the next election. President Sheline asked the Board to start thinking about a possible replacement for Treasurer Hart and to bring any recommendations to him.

VII. Meeting Adjournment: 09:48 Hours

- a. Motion to adjourn meeting:

- i. Motion: Jennifer Zakaras
- ii. Seconded: Patrick Firman
- iii. Unanimous Approval