INDIANA HOMELAND SECURITY FOUNDATION MEETING

September 03, 2019, 1:00 pm
Indiana Government Center South – Conf. Rm. 18
302 West Washington Street, Indianapolis, IN 46204

Voting Members Present
Cain, Steve
Hanify, Tom
Kittle, Rob
Johnson, Phil (call-in)
Noel, Jamey

Voting Members Absent
No voting members were absent.

Vacant Voting Member Seats
Congressional District 1
Congressional District 3
Congressional District 5
Congressional District 8

Non-Voting Members Present
Frye, Randy, Representative (call-in)

Non-Voting Members Absent
Sen. Carlin Yoder
Sen. Mark Stoops
Rep. Dan Forestal

Also in Attendance
Allen, Michelle
Burks, Devon
Greeson, James (call-in)
Groh, Jeff
Guedel, Justin
Hosick, David
Langley, Bryan (call-in)
Resler, Tonya
Rowe, Erin
Schroeder, Alyssa
Snyder, Kim
Whitham, Jonathan
Welcome and Roll Call
Chairman Cain opened the meeting by welcoming and thanking everyone for attending with support from the Indiana Department of Homeland Security (IDHS) Director, Bryan Langley. The IDHS Foundation Grant Manager, Tonya Resler, performed a roll call and it was determined there was a quorum.

Minutes:
Mr. Noel made a motion to approve the minutes from the last Foundation meeting, September 10th, 2018. The motion was seconded by Mr. Kittle. The motion carried unanimously.

All in Favor: Phil Johnson, Jamey Noel, Tom Hanify, Steve Cain, Rob Kittle
Opposed: NA

New Plate Update:
All members of the Foundation were presented an honorary Secure Indiana Plate and all were impressed with the final design. Each Foundation member was also given a copy of a spreadsheet with data sent from the Bureau of Motor Vehicle (BMV) to IDHS Grants which documents the number of Secure Indiana Plates sold in each county per month.

Fiscal Report:
Kim Snyder, IDHS Grants Section Chief, provided a fiscal report to the Foundation. The total budget through July 2019 is $216,000.00. This figure is comprised of a $15,000.00 promotional budget, $20,000.00 scholarship budget and $181,000.00 grant award budget.

Scholarship Discussion:
Kim Snyder notified the Foundation that the scholarship application has not yet opened, but will within four weeks. IDHS Grants is in the process of developing a new grants management system, IntelliGrants, but it’s not feasible to release the scholarship application this year on that platform. Instead, the scholarship application will be housed again in the Indiana Grants Management System (iGMS). Kim Snyder will present updated information to the Foundation during the next meeting.

Consideration of Project Committee (Committee) Recommendations for FY2020
Tonya Resler informed the Foundation of the Committee members who met to review and recommend funding to the Foundation: Steve Cain, Phil Johnson, John Brown, Erin Rowe, James Greeson, Kim Snyder and herself. Kim Snyder then explained the grant review process, which is as follows: the grant application, once submitted, is reviewed three times before being sent to the Committee to create funding recommendations for the Foundation to vote upon. Each Foundation member was presented a copy of the Committee’s spreadsheet detailing the Foundation Grant Application funding recommendations. Chairman Cain explained the Committee’s decision to recommend award for the forty-five (45) applications that scored 85% or higher with projects within the ‘Life Safety’ priority area as well as two (2) applications from one of the other two (2) priority areas (‘Standard Operational Items’ and ‘Supplementing Current Capabilities’) but were determined by the Committee to fall within the ‘Life Safety’ priority area. These two (2) applicants were Parker Volunteer Fire Department, Inc. and Liberty Township Fire and EMS. The total for the recommended forty-seven (47) was $177,106.40. Upon further review Tonya Resler identified four (4) additional applications with scores over 85% that had projects in the other two (2) priority areas but should be considered for ‘Life Safety’ priority area. The four (4) additional applicants are as follows: Jeff-Craig Fire and Rescue Inc., Madison Township Volunteer Fire Company Inc., Paoli Police Department, and Jennings County EMA. These applications, fifty-one (51) in all, increased the total recommended award amount to $193,094.00.

Mr. Hanify motioned the Foundation proportionally reduce each of the fifty-one (51) recommended applicants’ grant award amount to fit into original budget of $181,000.00; this includes the four (4) identified additional applications. He also asked that IDHS Grants determine the exact percentage to stay within the budget. The motion was seconded by Mr. Noel. The motion carried unanimously.

All in Favor: Phil Johnson, Jamey Noel, Tom Hanify, Steve Cain, Rob Kittle
Opposed: NA
New Business:
Dir. Langley brought to the Foundation that four (4) appointments were reaffirmed by the Governor’s office; however, Districts 1, 3, 5, and 8 all have open positions. He asked that any recommendations be sent to Chairman Cain or Tonya Resler. He also asked the Foundation to consider what might increase employee retention in first responder fields and offered some examples like larger scholarships, partnerships and marketing.

Chairman Cain presented the Foundation with an idea to market the Secure Indiana Plate by means of Firehouse Subs.

Mr. Noel motioned that Chairman Cain approach Firehouse Subs regarding marketing the Secure Indiana Plate and the Foundation. Michelle Allen, IDHS Staff Attorney, brought clarity by reminding the Foundation that it is separate from IDHS and is able to create contracts, which opens up the Foundation’s partnership capabilities. The motion was seconded by Mr. Hanify. Upon a unanimous vote, Mr. Hanify volunteered to attend any meetings with Chairman Cain. Representative Randy Frye also supported this initiative and offered to participate in promotional activities.

All in Favor: Phil Johnson, Jamey Noel, Tom Hanify, Steve Cain, Rob Kittle
Opposed: NA

The Foundation discussed marketing strategies. David Hosick, IDHS Chief Public Information Officer, stated that his section was looking into social media advertisements rather than physical or digital advertisements. He reinforced that IDHS’ goal is to promote the Foundation in its endeavors and gave examples: IDHS website has a link to BMV site with step-by-step instructions to order the Secure Indiana Plate and IDHS to issue a press release surrounding the Foundation scholarship application. David Hosick brought to the attention of the Foundation the issue of an already saturated market as other plates honoring first responders exist. Mr. Johnson suggested radio advertisements to gain name recognition and donations. Chairman Cain asked for a standard message that can be shared on social media. The Foundation agreed helpful promotion would be the gathering of stories, highlights and other positive results of the Foundation’s contributions. David Hosick pledged to compile metrics on marketing platform effectiveness to aid the Foundation in making informed decisions by the next meeting.

Michelle Allen announced that Blue Buffalo has offered to donate dog food to the Foundation. This is not a contractual donation and can be rescinded at any time.

Chairman Cain motioned to accept the dog food donation and donate to two (2) search and rescue canines. Upon a unanimous vote, Michelle Allen had the Foundation sign a Gift Acknowledgement Letter accepting the donation.

All in Favor: Phil Johnson, Jamey Noel, Tom Hanify, Steve Cain, Rob Kittle
Opposed: NA

Chair and Vice Chair Selection:
The last new item of business is to vote on the new Chair and Vice Chair.

Mr. Hanify motioned that we keep the current officers we have; Mr. Cain as the Chairman and Mr. Johnson as the Vice Chair. Mr. Cain and Mr. Johnson agreed to continue as the officers. Mr. Kittle seconded the motion. Motion carried unanimously. Justin Guedel, IDHS Staff Attorney, brought clarity to the process, stating that there are no term limits, but the Chair and Vice Chair must be confirmed annually after June.

All in Favor: Phil Johnson, Jamey Noel, Tom Hanify, Steve Cain, Rob Kittle
Opposed: NA

Next Meeting Time and Location:
The next meeting will be Monday, November 18th, 2019 at 1:00 pm. Location to be determined.

Adjournment:
The meeting was adjourned at 1:51 p.m.