

**VRPS NORTHERN SERVICE AREA**  
**Wednesday February 24, 2016 10am-12pm**  
**Stacy C. Sherwood Center, Fairfax**  
**Minutes**

**Attendees:** Todd Brown, Ryan Brooks, Jennifer Lainhart, Christen Zenich, Sheri Conrad, Kevin Casalenvovo, Ron Tillman, Cheri Danaher, Eileen Boone, Ralph Baird, Karen Lussier, Sam Robersts, Julie Miles, Geoffrey Peterson, Blythe Russian, Melissa Nester, Brad Wilson, AJ Fuller, Sarah Oberther, Brianne Baglini, Kaveh Tajalli

**Agencies Represented:** FCPA, Mclean CC, Arlington, City of Manassas, Loudoun, Nova Parks, Herndon, Reston CC, Alexandria, City of Fairfax, Fauquier, Reston Association, NCS-Fairfax Co.

- I. Call to Order:** by Todd Brown at 10:00 AM
- II. Review & Approval of Agenda** –motion to approve by Blythe Russian, second by Ron Tillman. Agenda Unanimously approved
- III. Review & Approval of Minutes-** motion to approve made by Blythe. A second was made by Kat Fish. Minutes unanimously approved.
- IV. Introductions:** A lot of New Members, Welcomed everyone and thanks for a great turn out.
- V. Treasurer’s Report (Ron Tillman)** 32 registered and 29 paid for social-Contacts have been made to collect the remaining funds. Current total revenues \$689.00 Current total expenses \$372.51. Overage \$316.49
- VI. Board Liaison Report: (Blythe)** – 2019 Conference is coming to FAIRFAX!!  
2017 Management will be in Suffolk. Board and foundation trying to attract students. Still looking for LTI Registrants for this coming April Institute. VRPS started a Blog, please submit to Nancy at VRPRS. Can be career oriented or personal.. New Officers: Kirk Kincannon-Treasurer and LaTanya Turner as Vice President. Submissions are welcome for the President’s newsletter and the Magazine (deadlines online) Take pics of our events and workshops. Margaret starting an Ask the Board program will publish in Presidents Letter. Next meeting is in April
- VII. Chairman’s Report: (Todd Brown) -**
  - Executive Committee Meeting-Meet deadlines and plan for the year. So we can plan meetings
  - Budget Approved-See back of Agenda
  - Annual Report Submitted and approved
  - Bylaws Approved-Mostly changes to terms on the board. 2 year to 3 year stint on the board.
- VIII. Old Business**
  - Winter Social Debrief-All in agreement after the holidays at a site with caterer

- Communications (Sarah Oberther)-Sarah will be using Calendar invites to send out for our meetings. Please mark yes, no response to help us the logistics and snacks. If anyone has experience with Google calendar and outlook please get with Sarah. You should receive to E-blast emails. VRPS main office on Wednesday and one specifically for NSA. Check your VRPS profile to make sure you check Northern Service Area so you are included on email lists or email Sarah.

[oberther@fairfaxcounty.gov](mailto:oberther@fairfaxcounty.gov). NSA Champions, one person from each agency that is willing to promote NSA events, workshops and socials, and pass information.

#### **IV. New Business:**

- Went over goals and work plan put together by Todd.3 major goals from last year. Increase participation. Put your hand up to help. #1 Workshops-4
- Workshops-May 13<sup>th</sup> Scout Badge workshop with Tammy Schwab and Special Events with Barb Ziman. Blythe and Kat will work on Partnership with Aquatics to put on a Summer Camp Visit Safety Workshop-Date TBD( May/June). Ron and Sarah will work with Marketing Meet up group for Marketing Workshop late summer or early fall. Sheri will be working on Millennial Webinar for Fall or Winter
- Call or touch base with all agencies in our area
- #2 Socials Socials-AJ Fuller offered to help with Socials: 2-3 Social Goal for this coming year. Holiday Social, Summer Social (foot golf?) and Conference.
- Promote Scholarships-Provide money for LTI and Conference. Reach out to new professionals for these opportunities. Kat and Ryan will work with Todd
- Communications Plan-SOP-Info on how to do all the things involved in Communications
- #3 Increase attendance-Recruit and retain new members, Re-energize the Bring a Friend Campaign. Maybe the NSA champions? Come and bring a new person
- NSA Champions-opportunity to be a part of NSA but not necessarily attend all meetings, but be a point of contact to promote programs, workshops, socials etc. Bring info from the agency to share with the NSA group. Marketing campaign coming up.
- Is the NSA Directors group still intact?
- Teen Resource Group-Brian Hanifan Not in attendance, will table to next meeting. Ryan Brooks will Liaison with the group. Table to next meeting. Looking into official resource group with VRPS.
- Holiday social-1<sup>st</sup> or 2<sup>nd</sup> week of January. 13<sup>th</sup> of January is the first choice with January 2<sup>nd</sup> being second

**X. Subcommittee Reports:**

- Awards and Citations: Looks at all the award submissions online and cast a vote and present at VRPS conference. Everything is done electronically. Todd will reach out to Amy who represented NSA last year. Cheri Danaher would like to represent if Amy does not.
- Communications-If you would like to help Sarah, let her know
- Elections-Ryan Brooks
- Next Meeting-April 27, Reston Association-10am

**XII. Discussion and Roundtable:**

**XIII. Adjourn:** Meeting Adjourned at 11:27.

