

Meeting Minutes of March 8, 2007

Meeting No. 21

The meeting was called to order at 1.10 p.m. in the OPS Conference Room, of the Mason Building.

Members present: Lin Emmert, acting Chair in Kathy Cole's absence, Richard Darling, Jim Niewiek, Jim Salo, Jim Niewiek, Diane Philpot

DMB staff present: Vivian Grinnell, Karen Deering, Dane Hengesbach, Robert Hall

By phone: Tom Furtaw

1. Review of Meeting Minutes from February 8, 2007
 - Changes suggested: Per Lin, fill in the blank with Lt. Kevin Sommers on Page 1, No. 1, 3rd bullet; Page 2, Q & A section, 4th question on quote – should read “is so striking” remove the word “it”; and Page 3, remove the entire bullet listing donor names.
 - A motion to accept the minutes, with the recommended changes was made by Jim Salo, seconded by Jim Niewiek, MOTION CARRIED.

2. Line-of-Duty Death Criteria
 - Request by Tom Furtaw to move to agenda item “Line-of-Duty Death Criteria,” since he was joining meeting, via phone for this specific item. Tom asked the Commission if they would prefer the language in the 1) Michigan Statute or the 2) Public Safety Officer's Benefit, or should the Commission establish or adopt a third option? Tom's recommendation would be to adopt the Police Officer's and Fire Fighter's Survivor Tuition Act; (Public Act 195 of 1996, per MCL 390.1242). Tom feels perfectly comfortable with this language.
 - He will forward electronically a copy of same to each member and would like for all members to review the statutory language for eligibility and be ready to discuss adopting these definitions at the next meeting. Please read this in its entirety, it's very inclusive. Tom recommends that Commission move towards this definition. It is a more conservative approach than some of the other possibilities and based on law, this best suits this Commission.
 - The Commission must move towards a final decision soon. Lin agreed; we have been reviewing this language long enough and the verbiage “decision of the Commission will be final” gives the Commission the final say.

3. David Milling Architects
 - Bob Hall explained that the first step is to get a signed contract with the architect firm of David Milling Architects. Assuming we can come to an agreement between the Commission and the architect firm, work can then proceed. Collaboration on the proper format of contract with David Milling is pertinent at this point in time. Eric indicated that they have a team reviewing the contract as we speak.
 - Diane Philpot made a motion for the Commission subcommittee to review contract terms and language, Jim Salo, seconded. MOTION CARRIED.

- Eric Hartz, from David Milling Architects had three (3) action items the firm wished to discuss with the Commission:
 1. Cost estimate
 2. The Board Design
 3. The Model or Mock Up

Item one – the budget or total project cost would be 2.7 million dollars. This is construction only, no maintenance costs are included. A schematic design cost estimate was given to each Commission member present breaking down costs for site work, sub-structure, super-structure, electrical, other, direct costs total and total project costs estimate.

- Richard Darling raised the concern regarding coordination efforts with the City of Lansing. Is the property next to Allegan Street part of the Capitol Loop or the Capitol Park? We need to determine who owns the property.

Item two – The design firm has captured all the information on **one** board instead of (two) for easy transporting during fundraising events.

- Lin pointed out some changes that the design firm needs to make on the verbiage that appears on the board:
 - Engraved chronologically (this is incorrect – remove)
 - Empty panels (Commission does not want empty panels)

Eric agreed that they would put the new verbiage on a CD disc for the entire Commission's approval before making the final changes to the board.

Item three – Eric and Bonnie brought a sample landscape model from a previous project and explained that the base would illuminate from beneath with all the edges glowing when the lights go out! This would have a great theatrical effect and would be a wonderful fund raising tool for police events and large donor gatherings. The price for this scale model would be approximately \$3,500 for the labor and \$1,000 for materials, however, they can get interns or students from the University of Michigan School of Architecture for free, so they may be able to reduce the labor cost significantly and could produce the model in one week's time.

Contingent on signing of the contract between the Commission and David Milling Architects, Jim Salo made a motion for approval of the model, seconded by Diane Philpot. MOTION CARRIED.

4. FOP Board Meeting: Lin Emmert

- Lin received a \$500 donation check and sold \$600.00 worth of coins, pins and mugs! (She will bring the money with her to the next meeting.) She also received pledges of support from FOP local and state lodges.

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- Jim Niewiek suggested that the Commission draft one document releasing 25 Commemorative coins to various lodges, thus allowing for accountability of all unsold coins. Motion for approval made by Diane Philpot, seconded by Jim Niewiek, MOTION CARRIED.
- Lin Emmert announced that the FOP has extended an invitation to the Commission to attend the FOP State Conference in Sault Ste. Marie, which will be held the 3rd week in June. Please mark your calendars and plan to attend, and let's prepare a dynamic presentation for this event! We can use the mock-up of the award-winning design for the monument, to get some great emotional and financial support from this group.
- Richard Darling made a motion to order four-dozen more mugs, Jim Niewiek seconded. MOTION CARRIED.

5. Financial Update: Dane Hengesbach

- Dane advised that there was no update on the e-store, the commemorative coins are still not on site yet. Dane will call and follow up with Tom Weston.
- Dane handed out the updated financial report. He will change the figures to reflect for the purchasing of more mugs, the mock-up model, poster boards, etc.
- Vivian will check prices with print & graphics on the poster board prices. They might possibly give us a better deal or be cheaper than \$20.00 - \$25.00 that David Milling quoted.
- Discussion regarding the old sign currently located on the memorial site vs. placement of a new sign with the memorial design to generate income. No decision was made, further discussion at future meeting.
- Dane announced the new House Bill #6137 enacted. Vivian will discuss with Monique regarding license plates. Vivian referred to previous minutes, and this has been discussed before as a possible fund raising item with the Commission. This would be a big commitment but would generate constant revenue and income for maintenance of the memorial. It costs \$15,000 up front with guaranteed \$500.00 in production sales per year, or they pull the plate.

6. Fundraising Update

- Lin suggested that they order business cards for the Commission with the logo and names of the Commissioners, and the website; this gives you credibility when you are out trying to deal with the public and raise funds for the memorial. You have something to give to the people you are talking to and a way for them to contact you if they have questions or referrals. This request would exclude Tom Furtaw and Richard Darling as State of Michigan employees, since they already have business cards.
- Some discussion followed whether the cards should list all the Commission names, or individual Commissioner names. The final consensus was, individual names would work best, as each Commission member meets with a wide variety of people and deals with different police agencies, etc.

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- Vivian will get business card prices from Print & Graphics for the Commission that will include the logo and website and individual names and phone numbers.
- Motion to order business cards made by Jim Salo and seconded by Diane Philpot. MOTION CARRIED.
- Lin suggested that the Commission develop a Power Point presentation and some nice, written materials, with an updated flyer and brochure showing the new memorial, rather than the logo. It should also include the website, phone number, history of the Commission, what is needed in funds to build this memorial, etc.
- Diane Philpot will work on developing the written materials, flyers and a brochure.
- Lin Emmert will work on the Power Point presentation.
- Jim Salo will work on the audio CD.

7. Next Steps

- Choose a date for the Library and Historical Center exhibit of all the entries. Would like to coordinate with Police Week, May 13 – May 19. Vivian will check the availability of the MLHC during this week.
- Lin inquired about Governor Granholm's reappointment of Commission members. Their terms expire in one year. Vivian will check with Monique to determine how this should be handled.

Motion to adjourn at 2:45 p.m. made by Diane Philpot, seconded by Jim Salo.
MOTION CARRIED.

**Next Meeting: Thursday, April 12th @ 1:00 p.m. in the
Stevens T. Mason Building – OPS Conference Room**