

**MICHIGAN LAW ENFORCEMENT OFFICERS
MEMORIAL MONUMENT FUND COMMISSION**

Meeting Minutes of July 6, 2023

Meeting No. 141

CALL TO ORDER: The meeting was called to order by Larry Garner at 13:08 p.m.

Members Present: In person- Larry Garner, Lydia Amaya, Katy Sherwood, Pastor Ron Griffin

Commission Staff: Niki Tefft

Guests: Debbie Swofford

1. Review of Minutes:
Motion to approve by katy, seconded by Lydia, motion passes unanimously.
2. Financial Statement:
Dane sent the financial statement electronically prior to the meeting. Dane discussed statement. Noted credit card transaction of \$15126.04 still investigating.
3. MLEOM Website/Email DTMB-MLEOM@Michigan.gov Designee- owners are Andrew Belanger (BelangerA3) and Bryant Osikowicz (OsikowiczB)
 - a. Suggested Gentry as the designee, in the meantime, Larry Gardner and Lydia Amaya will be granted access.
4. Parking Vouchers for commission members (Niki)
 - a. Niki offered to provide vouchers for each meeting
5. Verify email addresses of committee members:
 - a. Larry Garner Lawrencegarner@comcast.net- confirmed
 - b. Bryant Osikowicz OsikowiczB@michigan.gov
 - c. Lydia Amaya acsm0857@gmail.com- confirmed
 - d. Deodge Hill deodgeh@aol.com
 - e. Katy Sherwood sherwoodkaty@yahoo.com -confirmed
 - f. Ron Griffin lindagriffin2@yahoo.com -confirmed
 - g. Gentry Shelby shelbyg1@michigan.gov
6. Ceremony date for 2023 (Larry)
 - a. TBD- waiting on timeframe for new names to be added

7. Meeting schedule dates (Larry)
 - a. Need more consistent meetings, not necessarily every month but need to be committed. Suggest monthly meetings from now until ceremony. Lydia motioned monthly meetings for remainder of 2023- Thursdays at 1:00 monthly. Katy seconded motion, motion passed unanimously.
8. Notification and Response deadlines (Niki)
 - a. Will continue to send meeting notice Monday prior to meeting with agenda deadline Tuesday EOB. Will add line to respond regardless of attending in person. Will only send to Commission members until a quorum is met.
9. Fallen officers names to be inscripted. (Lydia)
 - a. Debbie to provide a list of 25 approved names along with 6 date and name corrections. Get with Jerry regarding quote for additional 30 names to be added. Lydia motioned quote request for additional 30 names and 6 corrections Katy seconded motion, motion passes unanimously.
10. Approximate financials needed for 2023 inscription of fallen officers. (Lydia)
 - a. Motion by Katy, second by Lydia, motion passes unanimously to approve a budget maximum amount of \$30,000 for additional 30 names and 6 corrections.
11. Date/time/ preparations for memorial. (Lydia)
 - a. Will coordinate efforts with other memorials (MI-COPS) for future events to keep consistency. On hold until quote and timeline from artisan has been established. Debbie to contact families, fliers, honor guard, etc.
12. Ron Griffin resignation. (Lydia)
 - a. Only felt productive at memorial and was very fulfilling. Has been a Chaplin for several years now and was very active and does not feel that this Commission has a need for a fulltime Chaplin. Suggests that an invitation should be extended to all faiths for memorials. Would be honored to attend whenever possible. Will be perusing new adventures personally. Agreed to stay on for the remainder of 2023.
13. Meeting to be monthly as of this year to have ample time to discuss memorial feedback. (Lydia)
 - a. Lydia motioned monthly meetings for remainder of 2023- Thursdays at 1:00 monthly. Katy seconded motion, motion passed unanimously.

14. Open Discussion

- a. Larry spoke with Mike Sauger regarding additional Commission members. Need to pursue additional members especially with Ron's retirement.
- b. Lydia- Do recommendations need to be voted in? Debbie has 3 names for possible Chaplin appointment. Commission member will be named and assigned.
- c. Debbie- is there a policy regarding member participation? Is there or should there be criteria on how many meetings are allowed to be missed? What are the guidelines? Need to make sure that Commission members going forward are committed to the appointment and new members are informed of the commitment and expectations of the appointment.
- d. Debbie has been in touch with the Detroit Tigers regarding bike night or ticket package with donations to the MLEOM.

Motion by Ron to adjourn meeting. Motion seconded by Lydia. Motion passes unanimously.

Meeting adjourned at 14:36pm.

**MICHIGAN LAW ENFORCEMENT OFFICERS
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Meeting Minutes of August 3, 2023

Meeting No. 142

CALL TO ORDER: The meeting was called to order by Larry Garner at 1:19 p.m.

Members Present: In person- Larry Garner, Lydia Amaya, Katy Sherwood, Pastor Ron Griffin (Absent- Deodge Hill, Gentry Shelby)

Commission Staff: Niki Tefft, Jerry Keeder, Virtual- Dane Hengesbach

Guests: Debbie Swofford

1. Review of Minutes 7/6/23:
Motion to approve by Katy. Seconded by Ron. Motion passes unanimously.
2. Financial Statement:
Dane sent the financial statement electronically prior to the meeting. Discusses engraving cost projection.
3. Etching pricing update- Larry
 - Jerry has submitted to artisan- need corrections confirmed (incorrect vs correct)
 - Provide a basic version of list to eliminate anything not approved
 - Cost is based on number of characters, cannot exceed 22 characters per title line, need specifics for final quote
 - Commission must vote on any abbreviations or acronyms-
 - Detroit Public Schools Police Department will be engraved "Detroit Schools PD". Motion to approve by Katy. Seconded by Lydia. Motion passed unanimously.
 - If final approved list is submitted next week, will we be able to meet an October target date?
 - Debbie will send final list to Jerry and Niki. Larry will then approve, and Jerry will submit to artisan and get commitment for completion.
4. Suggestion on adding names going forward- Jerry
 - Determine how many times per year names will be added
 - Once per year submitted by December 31st, all others will be added for the following year (with exceptions)
 - January meeting should be a complete list
 - Establish annual cutoff date for adding names-
 - January meeting list will be approved and submitted.

- Dedicate at least two people to verify names/dates/details are correct prior to final approval.

5. Ceremony details-

- Look at event calendar and determine available dates for ceremony
- Saturdays are not typically busy, looking at October 28th
- Secure conference room for ceremony date- Niki
- Event application needs to be submitted asap- include use of parking lots
- Motion not to exceed \$5000 for ceremony expenses by Katy. Seconded by Ron. Motion passes unanimously.
- Lydia will reach out to vendors regarding tent and porta johns.

6. Flags flown at Memorial- Niki

- I have three sets currently- given to Lydia
- Who do these go to?- Lydia will take
- Currently changing every 6 months for cost effectiveness- does this need to be changed?
- What is the intent for retired flags and what condition is desired?
 - Donate to families?
 - Fold during ceremony events?
 - Encasing
 - Fundraising opportunities?
- Lydia will determine how many flags are currently in storage and then decide what options make sense.

Open Discussion

- Parking fees- will continue to pay as individuals, do not want commission to incur the cost of parking for meetings
- Debbie- Detroit Tigers interested in ticket package with bike night in future

Motion by Lydia to adjourn meeting. Motion seconded by Katy. Motion passes unanimously.

Meeting adjourned at 2:32pm.

**MICHIGAN LAW ENFORCEMENT OFFICERS
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Meeting Minutes of September 7, 2023

Meeting No. 143

CALL TO ORDER: The meeting was called to order by Larry Garner at 1:05 p.m. no quorum so will not be voting on anything.

Members Present: In person- Larry Garner, Lydia Amaya, Katy Sherwood, (Absent- Ron Griffin, Deodge Hill, Gentry Shelby)

Commission Staff: Niki Tefft, Virtual- Dane Hengesbach

Guests: Debbie Swofford, Brian Rendon

1. Review of Minutes 8/3/23:
2. Financial Statement:
Dane sent the financial statement electronically prior to the meeting. \$2100 projected for ceremony expenses for tent, chairs, porta-johns. End of year deadlines.
3. License plates- Lydia
 - What to do with them?
 - Debbie mentioned they could be available at ceremonies.
4. Retired flags- 6 sets (tattered)
 - Offer to survivors- Debbie will prepare a request form
 - All but one set are dated as to when they were flown at the memorial
 - Properly dispose of them
5. Ceremony Details- Larry
 - Confirm date- October 28, 2023 @ 11am
 - Delux Tent and Events quote- Lydia
 - TOTAL W/O TENT SIDES @ \$225.00: \$1760.00
 - Will wait to see if sides are needed
 - WITH SIDES AND CHAIR SET UP: \$1985.00
 - Will decide on sides closer to date
 - American Rental quote \$499.30- Lydia
 - Jerry stated that artisan could meet the October date for the addition of new names within previously approved budget
 - Brian Rendon will ask family member to sing National Anthem
 - Sound system- Lydia

- Niki will send a map of lot to place porta johns
- Lansing/Clinton Township Honor Guard- Debbie will let departments and families know
- Pipe & drums- Debbie
- Dignitary and speakers- Bryant/Gentry?
 - Nate Johnson- Lydia
 - Brian Rendon
 - Mike Sauger- Larry
 - Larry Garner
- Lydia will read names
- Save the date & invitations- Debbie
- Event Application was emailed to Katy for completion
- Niki will contact grounds to have weed cleanup done and dead tree replaced. Inform them of October 28 ceremony date.
- save the date posted to website

Open Discussion

6. Next year's ceremony

- Coordinating Capitol ceremony with MLEOM ceremony
- MiCOPS looking into Lansing Center ceremony
- Team up with MiCOPS
- Stay consistent with Monday evening
- MSP also has theirs that day
- Brian is on board for Unity Team-
 - any ideas/suggestions
 - Flag stantions for ceremonies
 - small ride into memorial

Motion by Lydia to adjourn meeting. Motion seconded by Katy. Motion passes unanimously.

Meeting adjourned at 2:06pm.