

Louisiana Association of Secretaries to Chiefs of Police

September 26, 2025, Oakdale, LA | Fall Conference Business Meeting Minutes

Board Members in Attendance

President Kecia Hamilton; Vice President Tina Landry; 2nd Vice President Ashley Borner; Sgt at Arms Sherry Clark; Financial Officer Stephanie Bercegeay and Secretary/Treasurer Sandy Harbison.

Pledge of Allegiance/Prayer

Pledge of Allegiance and prayer was led by Sgt. At Arms Sherry Clark.

Host Sponsor/welcome!

President Hamilton welcomed everyone and called the meeting to order. Our hosts Lorrie Johnson and Rita Thomas were asked to announce all the sponsors she received. Sponsor form will be filed in the conference album.

Introduction of New Members

New Member Ceremony was held after conference registration on Thursday. Our new members are Alicia Mann of McNeese State University PD; Andera Foster from Vidalia PD; Elizabeth Bond from the Marshal's 5th Ward office.

Special Presentations

President Hamilton presented retiree Cindy Broussard with an Afghan since she had never received one when she retired years prior.

Minutes/Finance Report

A motion was made to dispense with the reading of the minutes from Spring Conference 2025 by Nell Pepitone and 2nd by Sandy Perrien. All were in favor, motion passed.

Finance Reports for the checking and savings accounts were emailed prior to the conference. President Hamilton asked if there were any questions, comments, or concerns with the reports. A motion was made by Michelle Lewis, and a 2nd was made by Laura Kent to accept the finance reports. All were in favor and motion passed.

The Financial Officer and Treasurer reported next renewal will be on March 13, 2026, for the CD. All monies were deposited back into the CD on renewal which was for 12 months.

The Flower-Retiree Fund report was emailed and posted to the password protected area of the website prior to the conference. The only expense since the last report was flowers for Linda Durr's funeral. Reports will remain on the website until a new report is needed.

Committee Reports

Ways and Means – Chairwoman Sherry Clark – brought to the membership that we want to start selling chocolate candy bars, like World's Finest Chocolate and wanted to get input from the membership of some other ideas to raise funds. Latecial Autmon of Roseland PD commented that her church sold popcorn, and it was a very successful and money-making event, and everything is online. The board then asked for input from the membership, in which members agreed that online sales would be the best way to go since we are all over the state and only meet twice a year. The candy is bought by LASCP and then in turn we sell the candy, and the money is then deposited into LASCP account. Danielle Mitchel made a motion that we move forward and get the information needed to order candy and have at Spring conference to hand out to sell. We should also gather the info needed to move forward selling popcorn online, that motion was 2nd by Heather Fontenot all in favor and the motion passed.

- **Membership** – Total membership is 95 members; 71 of which are currently working secretaries or clerks; 25 of which are retired; 9 Honorary Life Members.
- **Scholarship** – President Hamilton did not have any info that needed to be given to the membership on scholarship, she will be seeking a recipient for her April 2026 conference.
- **Publicity/Historian Reports** – Chairwoman Sandy Harbison shared with the members that she has updated the past president page with photos of the past presidents; she tried to use a photo of them at the time they were president. Sandy also reminded everyone that we have links on the website to fill out a suggestion form as to what you would like to see at future conferences.
- **Legislative** – Chairwoman Tina Landry had a printout of the recent report from the legislative updates, and it will be posted in PDF form in the Forever album and in the private FB page and emailed to each member by Secretary Harbison.
- **Retirement** – Chairwoman Beverly Stewart reported on current bills that Legislature have been and are currently being considered. The main bills being tracked concern house bill 72, which allows participants in the deferred retirement program (DROP) to sign up for no more than five years instead of three. That bill was signed and is now an option for people going into the program. Beverly also reported that the MPERS is anticipating that the rate may drop for 2026 but this is not set in stone. Each member should sign up online for further updates on either the LA Legislature page or at [MPERS Municipal Police Employees Retirement System \(lampers.org\)](https://lampers.org).

Old Business

- **Update the wording of Policy Manual** – The policy and procedure draft of the updated manual has been posted on the website links for all members to go over it and check for mistakes and corrections. Secretary Harbison asked the membership that since we have the capability of keeping the old policies on line for all to be view if ever needed, she does not feel it is necessary to keep the old part of the policy in the current policy with a line scratched thru it, only the new and updated should be left. Harbison has been researching updates on the policy manuals, and it is suggested that organizations do an update every two to three years to bring the manual current.
- **CPA** - Still looking for a CPA for the organization, if anyone knows of someone, please send information to Sandy. Filing of the 990N card has been done for this year. *This info was not brought up but does need to be passed on to the membership that we are still looking, will bring this up at Spring and recommend the board. *

New Business

- **Conference Allowance** – it was brought to the board's attention that the allowance for each conference needs to be raised. The board brought the item to the membership to be discussed, and a motion was made by Sandra Perrien to raise the allowance by \$500 for each conference, 2nd was made by Rita Thomas, and all were in favor. Starting April 2026, the allowance for each Spring conference will be \$3500 and the allowance for each Fall Conference will be \$2500.
- **Honorary Life Members** – Secretary Harbison brought forward that we had some members present that the Executive Board feels is qualified and deserves to be named Honorary Life Members. The membership must vote on this recommendation. The members present all agreed that Nell Pepitone and Cindy Broussard should be named as Honorary Life Members. These members as Honorary Life members no longer pays dues or conference registration fee to attend.

- **Special Presentations** – President Hamilton presented Cindy Broussard her own retirement Afghan. Although Cindy retired many years ago, she never received her retirement gift.
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Floor Open for Discussion from Membership

- **Floor was open for discussion** – Beverly Stewart asked for the floor to share with the members present that Linda Durr's son Waylon, had allowed Beverly to sell all the painting that Linda Durr had at the time of her passing. Waylon told Beverly to do whatever she feels is proper with the money from the sale. Beverly presented the idea of since we already have a scholarship presented to a recipient of the host of Spring Conference, what about presenting a \$500 scholarship to someone in the fall. The host of the Fall Conference would be allowed to find someone in her area that qualifies for the Scholarship with the same criteria as in the Spring but with an added major in Art to honor Linda Durr's memory. A motion was made by Laura Kent to begin this Fall Conference Scholarship in memory of Charter Member Linda Durr, 2nd was made by Danielle Mitchel, and all were in favor, no opposition. The first Linda Durr Memorial Scholarship will be presented in Fall 2026.
 - **Diane Reynolds** - asked for the floor, Diane mentioned that she saw the savings account we had only made three cents for us and asked if she would send some information about investing our money into would the board check it. The board recommended yes sending the information to Secretary Harbison, and we will check it.
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Spring Conference – 2026

President Hamilton notified the membership that the Spring Conference will be in Monroe on April 22-24, 2026

Minutes taken and prepared by Sandy Harbison