

Louisiana Association of Secretaries to Chiefs of Police

April 24, 2026, Monroe, LA | Spring Conference Business Meeting Minutes

Board Members in Attendance

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

Pledge of Allegiance/Prayer

Pledge of Allegiance and prayer was led by Beverly Stewart.

Host Sponsor/welcome

President Hamilton acknowledged her many sponsors and thanked everyone for attending the conference in Monroe.

Introduction of New Members

New Member Ceremony was held after conference registration on Thursday. Our new members are Nicey Tillman, White Castle PD; Brandi Alleman, LACP Office.

Special Presentations

Non-Profit Donation was presented to Noble Promise. Co-Founder Dr. Bakari K. Beckwith presented our non-profit donation for Spring 2026. Nobel Promise continues to carry out the NPCCC vision and expand the scope of program services. NPCCC currently operates a youth mentoring program, fathering program, in Monroe LA. Pat Landry/Vera Thomasee Memorial Scholarship was presented to Lane Passman of Monroe, Louisiana.

Minutes/Finance Report

A motion was made to dispense with the reading of the minutes from Fall Conference 2025 by Nell Pepitone and seconded by Sandy Perrien. Motion carried unanimously.

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 Sandy Perrien, and a second 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, 2027, for the CD. All monies were deposited back into the CD on renewal which was for 12 months. Members were presented with the idea of moving our money out of the CD and investing it in something that would potentially earn a higher return but carry great risk. The membership voted and all agreed to leave our money in the two CDs that we currently have.

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 Sandra Gooden's funeral. Reports will remain on the website until a new report is needed.

Committee Reports

- **Ways and Means**

A. 2026 Fall 50/50 sale. The raffle tickets are available for pick up after the meeting today. We will sell these through the summer. The winner will be chosen at the Fall 2026 conference.

B. Chocolate Fundraiser - The chocolate is available and each box has been numbered by Keisha and Sandy and will be distributed after the meeting today. Everyone is allowed to pay now or take your chocolate, sell it and then turn in your money.

C. Popcorn Fundraiser – Although the popcorn fundraiser was approved by the membership at the fall conference after the board obtained more information, the company requires that each participant create their own storefront and sell for a noticeably brief period (4-5 days). The board made the decision that this fundraiser was not fit for our organization.

- **Membership** – Total membership is 101 members; 71 of which are currently working secretaries or clerks; 19 of which are retired; 11 Honorary Life Members.
- **Scholarship** – Sandy Harbison presented the new Linda Durr memorial scholarship logo to the membership for approval. The first scholarship will be presented to a recipient at the Fall 2026 Conference. The membership would also like to add the arts as an eligible field of study since Linda Durr was an established artist, to continue to honor her memory.

Publicity/Historian Reports – Sandy Harbison presented the Facial Recognition program that the company Forever offers and explained the details of the program to the membership. The program will be used in the future to identify members in photos stored within our Forever accounts. This way our future members will have names to put with all our photos. A motion was made by Candy McFatter that we move forward with the purchase of the Facial Recognition program and that Sandy Harbison, who serves as a Forever consultant, may receive any applicable consultant commission resulting from the organization's purchase of the program. 2nd was received by Denise Champagne, the motion carried unanimously. The information presented will be filed in the Forever account for future reference when needed.

- **Legislative** – In legislation right now the LACP is checking into their contributions that come from fines within the cities, every fine that is paid \$1 goes the LACP this is looking at being raised. Judicial colleges have raised theirs to \$2, so be aware of this. At this point, the recording was inaudible, if there was anything else I cannot report it in the minutes. Tina Landry advised if anything else comes up she will report to us.
- **Retirement** – Chairwoman Beverly Stewart reported there is not much new to report regarding EMPERS at this time. Stewart explains there are two items which non-chief district one has a seat on the board which a vote was supposed to take place on April 6, there is also discussion on retention and recruitment payments. There is not enough money from the cities that are going to EMPERS to cover retirements and other payments. EMPERS has gone to the 19th district court with the item and there was supposed to be a hearing on April the 15th but after searching Beverly has not found any resolution. Beverly advised members if you are in retirement to try and watch on the website. at [MPERS Municipal Police Employees Retirement System \(lampers.org\)](http://MPERS Municipal Police Employees Retirement System (lampers.org)).

Old Business

- A. **Secretary Pay** – Each April the members must vote on whether to continuing to pay the Secretary Salary of \$500 monthly or not. A motion was made by Diane Reynolds to continue paying Sandy each month for the work she does at this time. 2nd was made by Laura Kent all in favor and motion passed.
- B. **CPA** - Sandy advised the membership that a CPA from Abbeville, Mr. Lloyd Dore, is willing to accept LASCP as his client. He will be filing our N 90 card for taxes this year and he will be available from here on out for questions that we may have. Mr. Dore was advised that LASCP's primary needs involve electronic communication and annual filing of IRS form 990.
- C. **Approval of policy manual updates previously tabled** – Sandy will update any changes and will post the new updated Policy Manual and post to the website. If at any time any member sees a mistake, please contact Sandy and advise her.
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- D. **Name Tags** – The name tags were approved to be purchased, but we needed the membership to vote on the shape and size. The membership agreed on the large oval and the name tags will begin being used for Fall Conference 2026. All old name tags may be kept by members, or they will be destroyed once we find a company that does this type of thing.

New Business

- **Honorary Members** - President Hamilton brought to the membership the members that are eligible to become honorary life members. Those members are Denise Champagne, Candy McFatter, Beverly Stewart, Michelle Iverson, and Sandy Harbison. All members have been members with LASCPC for 20 years or more and have contributed to the betterment of the organization. Nell Pepitone made a motion, second by Danielle Mitchel. All members were in favor; members will now be recognized as Honorary Life Members moving forward from this date.
- **Door Prize** – The board has received a suggestion that some members would like to see the door prize choice go back to an actual gift instead of money. Membership voted to give money as the door prizes at Spring 2025 conference, but after trying it out at the Fall conference 2025, it was not accepted very well by most of the membership. Therefore, the membership is asking that we go back to giving actual prizes brought by each member as door prizes. Discussion by members to do themed options, for example seasons or themes. Moving forward, we will pull a theme for the following conference and this way everyone will be aware of the theme that we'll be using to buy your door prize. The value will be \$25 - \$30. The themes included in the draw are: The four seasons, along with Easter, Christmas, Mardi Gras and Fall-O-ween.

Floor Open for Discussion from Membership

- **Comments, Suggestions, or Ideas** – Anita Williams was recognized to have the floor. Anita suggested that maybe when doing the brochure for the conference attendees include e-mail, phone number and department. When we look back at the brochure, we will know and have the information about the members that were present at a specific conference. Sandy will redesign and include the information suggested.

The next item brought up for suggestions or discussion by Sandy Harbison, to have the guest fee for conference waived, since we give so much food away. It is not right that our members and guests pay. Nell Pepitone made the motion for each member's first guest fee be waived, any additional guest should pay \$40 for Spring Conference and \$20 for Fall Conference. Robbie Vance second the motion. Motion carried unanimously.

Passing of the Gavel

President Tina Landry asked for a volunteer for the Fall Conference Host. Sandy Harbison volunteered and expressed it will prob be in the Houma area to have help from Denise Champagne and more details will follow as things are confirmed.

Minutes taken and prepared by Sandy Harbison