

CODE ENFORCEMENT OFFICERS' ASSOCIATION OF PALM BEACH COUNTY

BOARD MEETING MINUTES

Date: February 9, 2026 **Time:** 11:00 AM **Location:** Eatalia, 7784 Okeechobee Blvd, West Palm Beach, FL 33411

I. Call to Order

The meeting was called to order at 12:05pm. Roll call was taken, Present: Petrick, Malkin-Daniels, Torrance, Robinson, Oliva, Williams, Binns. Absent: Archer and Johnson. A quorum was established according to meeting rules.

II. Approval of Minutes

- **Topic:** Approval of the November 14, 2025, Meeting Minutes. Motion made by Oliva, 2nd by Binns. Motion carries unanimously.
- **Discussion:** The minutes were presented for review. (See Treasurer's Report for specific motion details regarding financial records).

III. Treasurer Report

- **Presented by:** Joe Oliva.
- **Current Status:** The current chapter balance is approximately \$6,770.
- **Monthly Review:**
 - **November 2025:** Beginning balance \$5,212.44; Ending balance \$5,610.18.
 - **December 2025:** Beginning balance \$5,610.18; Deposits \$1,235.90; Withdrawals \$254.90; Ending balance \$6,591.71.
 - **January 2026:** No activity reported.
- **Motion** to approve the Treasury reports was made by Torrance, 2nd by Williams and carried unanimously.

IV. Old Business

A. Bylaw Review Committee Update will be postponed for a later meeting.

- **Update:** Bylaws are currently available for review on the F.A.C.E. website. These will be relevant for the upcoming election nominations.

B. ICC Leadership Academy Consideration

- **Candidate:** Vice President Sonja Binns.
- **Details:** The ICC Leadership Academy will be held in Hartford, Connecticut, from April 16th through 19th.
- **Decision:** The Board approved Sonja Binns to attend.
 - **Logistics:** ICC covers the cost of the academy. The Chapter will advance/reimburse travel expenses (flight, rental car, food).

Reimbursement is processed upon submission of the expense form and receipts.

Motion by Torrance, 2nd by Oliva. Motion carries unanimously.

V.

New Business

A. Annual Meeting, Luncheon, Training, and Elections

- **Date/Time:** March 11, 2026, 8:00 AM to 3:00 PM.
- **Location:** City of Palm Beach Gardens.
- **Training:** A two-hour training block will be provided by a Police Lieutenant from Environmental Protection regarding illicit discharges and storm drainage (9:00 AM – 11:00 AM).
- **Food Service:** The Board selected Toojays "2 types" for boxed lunches. Options will include a wrap or salad, chips, and a cookie. Zoom meeting to confirm Wednesday, Feb. 18, 2026 at 9:00am.
- **Elections:** Elections will be held around 1:30 PM. All officer positions are open, along with three (3) Director seats.

B. F.A.C.E. Conference

- **Dates:** June 9th through 12th in Kissimmee, Florida.
- **Representation:** The Board unanimously approved sending the President to the conference.

C. Raffle Discussion (Cooler & Pricing)

- **Item:** The Board ratified the decision to raffle off a cooler.
- **Budget:** A budget of \$600 was approved for the cooler and its contents (stocking).
- **Pricing:** Raffle ticket pricing was approved at \$5.00 for one (1) ticket or \$20.00 for five (5) tickets.
- **Donations:** It was noted that a bottle of Johnnie Walker Blue has been pledged as a donation (not purchased with Chapter funds).

Motion by Torrance, 2nd by Oliva.

D. "15 Minute Rule" for Training Credits

- **Motion:** Made by Rick, seconded by Jade.
- **Decision:** The Board unanimously adopted the "15 Minute Rule."
- **Policy:** Attendees will receive **no CEU credit** if they arrive more than 15 minutes late or leave more than 15 minutes before the class ends.

- **Exceptions:** Case-by-case exceptions may be made for documented emergencies (e.g., crash report).
- **Communication:** This rule must be highlighted in training invitations and announced at the start and end of classes.

VI. Action Items

Sonja Binns - Coordinate ICC Academy travel/logistics with Treasurer; submit receipts for reimbursement.

Joe Oliva- Handle travel arrangements for ICC Academy; track RSVPs for March meeting; purchase raffle cooler/contents.

Marcus & Jade Robinson - Contact "Toojays" (Palm Beach Gardens) to confirm menu/delivery; report pricing/minimums at the logistics Zoom meeting.

VII. Adjournment

- **Next Meeting:** The next full membership gathering is the Annual Meeting on March 11, 2026. Motion by Williams, 2nd by Torrance.
 - A logistics planning meeting at Town of Haverhill is scheduled for February 18th, 2026 at 9:00am.
 - **Closing:** Motion to adjourn by Williams, 2nd by Torrance at 1:10pm.
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