

# Minutes

## IAI Southwest Chapter Board Meeting

<b>DATE</b>	Wednesday, December 10, 2025
<b>TIME</b>	2:00pm PST
<b>MEETING CALLED TO ORDER BY</b>	Jennifer Schaefer

### IN ATTENDANCE

- Jennifer Schaefer – JC Felix – Tony Parco – Jason Hamill – Mayna Myers – David Lund – Emily Kuhn

### NOT IN ATTENDANCE

- Kim Horstman

### REPORTS

#### Board Visibility & Marketing

- Kim still needs to send headshot and bio to Mayna.
- Chapter Board posts will be shared every other week through the holidays, then weekly starting January.
- All marketing/posting must go through Mayna for consistency.
- Board members should encourage peers to join the LinkedIn group.
- Jennifer shared a draft outreach message; Tony will revise by first week of January. Final version ready week 2 of January.
- Group remains on LinkedIn; exploring additional platforms that support multiple admins.

#### Branding Discussion

- Emily and David will meet with all Chapter Chairs/Vice Chairs next week to gauge interest in individual chapter logos. Branding must align with IAI standards.

#### Quarterly Meetings – Planning

Board members should bring topic ideas to future calls (mentorship, best practices, rapport, etc.).

#### Q1 – Virtual (Date chosen on January call)

- Presenter: Jason Hamill
- Topic: *“Forensic Interviewing – From Reactive to Proactive...”* (90 min)
- Platform: IAI Zoom
- JC checking on EPIC-provided CFI scholarship for giveaway.

#### Q2 – In-Person (Phoenix, May 2026)

- Presenter: Chris Norris, CFI (WZ EU Director)
- Opportunity to cross-promote his 2-day WZ class.

#### Q3 – Virtual or in-person (TBD).

#### Q4 – ETD 2026 (Oct. 13–15 near Milwaukee).

#### Board Operations

- Monthly board calls set for Tuesdays at 1 PM PST (calendar invite sent by Jennifer).
- All board members are eligible for a CFI scholarship; email Emily for details.
- Please reply to Jennifer’s LinkedIn Welcome Message and vote by EOD Dec. 12