February 2005

View From The Chair
By Lawrence B Reid
SFBA Chair

January General Meeting Minutes
By Karen G Moore
SFBA Secretary

Executive Meeting Minutes
No Executive Meeting this month
By Karen G Moore
SFBA Secretary

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Robert Denny was the featured speaker for the January meeting hosted by Symantec Corporation in Cupertino. The topic was "Advanced Interactive Skills." Bob presented some valuable and practical tools to being successful in dealing with various people in our work environments.

I am pleased to announce that the San Francisco Bay Chapter of ASIS International is the winner of the 2004 I. B. Hale award for Group IV. I want to thank Kathy Goelkel PSP and Diane Stonebraker PSP for their hard work and dedication in completing the submission for this award. Our chapter is also the winner of the Chapter Website of the Year for Region II. These awards require lots of work by many people in the chapter. Thank you all for your hard work and professionalism.

Ron Sathre CPP was named 2004 Regional Vice President at the ASIS International Leadership meeting. Congratulations Ron.

The February Chapter meeting will be held On Thursday, February 17, 2005 at SRI in Menlo Park. Adam Fiss, Esq. will present “Avoiding Pitfalls of Co-Employment in The Security Workplace.” Check the Chapter website at www.sfasis.org for directions.

The March Chapter meeting will be the annual St. Patrick’s Day Law Enforcement Luncheon. The meeting will be held at the Crowne Plaza in Foster City on March 17. A traditional corn beef and cabbage lunch will be served. The cost is $45 per person or
$400 per table. You can register on-line on the Chapter web site. I want to encourage you to invite your local law enforcement agency contacts and talk about the issues you face in your daily operations or the operations of your customers. Ask them what you can do to make their job easier if they are on your work site.

The Chapter is sponsoring the Virtual Forum on February 9. The presentation will be “Effective Assessment and Response for Workplace Threats of Violence.” The presenter is Bruce Blythe of Crisis Management International. Check the web site for the location. The March Virtual Forum, “Effective Facility Security,” will be hosted by AlliedBarton in San Jose.

We are looking for hosts for both the Virtual Forums and regular Chapter meetings. If you would like to serve as a host for one of these events, please contact Vice Chair Curtis Given CPP. We have been averaging 12 members for each of the Virtual Forums. Some of the forums have had over 20 attendees. Curtis can provide the requirements for hosting these events.

Chapter dues notices are being sent to all members. The $20 helps to pay for the award winning Chapter web site. This Chapter web site is one of the best, most comprehensive, and user friendly web sites of all of the ASIS International chapters with web sites. Please help the Chapter to continue to provide excellent communication to each of you by sending in your dues.

Curtis Given CPP and Debb Rodriguez have introduced the sponsorship program. It has received a good response by the sponsors. Curtis and Debb, thank you for all of your good work.

There is still an open Chair position. We are looking for someone to be the Chapter Historian. We have a storage locker that contains most of our files and records. We need a person who can inventory the existing material and keep track of all new material as it goes into storage.

Respectfully,

Lawrence B Reid

February 2005

January Chapter Meeting Minutes
San Francisco Bay Area Chapter
General Meeting Minutes for January 20, 2005
Symantec Corporation, Cupertino, CA

Chapter Chair Lawrence Reid called the General Meeting of the San Francisco Bay Chapter of the ASIS International to order at 9:20 am.

Chair Reid greeted the members and guests and called the meeting to order and led
the group in the Pledge of Allegiance.

Chair Reid thanked our host and Vice Chairman Curtis Given, CPP for use of Symantec Corporation facilities to hold the January chapter meeting.

Chair Reid acknowledged 2 guests; there were no new members present.

Chair Reid acknowledged and introduced Regional Vice President Ronald Sathre, CPP of Region 2 ASIS International and the Executive Council members, Curtis Given, CPP, Vice Chairman; and Karen G. Moore, CPP. J.H. “Spike” Speicher, Secretary was absent.

Chairman Reid explained that the December 2004 meeting minutes are not currently available and expected them to be posted on the Chapter’s website in due order therefore motion to approve was tabled for a later date.

Treasure’s Report
The Treasurer’s report was provided by Curtis Given, CPP. As of December 31, 2004, the chapter’s financial balance was $8,603.74 ($3,032.05 in Checking and $5,571.69 in Savings). During the month of December the chapter had income of $1,380.00 and disbursements from checking of $3,414.69 and income to saving of $2.60. Vice Chair Given, CPP explained that the income funds are trending under average and speculated that this downward trend is due to decreased sponsorship donations, event participation and timely receipt of chapter dues. The treasurer’s report was accepted and approved.

Vice Chair Given, CPP discussed the need for volunteers and locations for meetings and Virtual Forums.

Vice Chair Given, CPP also announced that the chapter members will be surveyed and it is speculated that the actions taken as a result of this survey will assist to increase the chapter’s operating funds.

Chair Reid called for volunteers specifically for the February Chapter meeting and the March Virtual Forum.

Committee Updates:

- Law Enforcement Appreciation Luncheon – Art Lesser and Patrick Sharkey, CPP reported that this year’s event is being held at the Crowne Plaza, Foster City on St. Patrick’s Day, March 17th. The cost to attend will be $45.

- May Seminar and Events – Kara Barker commented that this was her first time to be on an event committee and when she volunteered to chair this event she had no idea it was the Chapter’s largest annual event but expressed her enthusiasm to be part of the project. She reported that she is in the beginning stages of organizing this event and no venue has been finalized at this time but the tentative date for the event is the last Thursday in May.

Chair Reid announced that the chapter will host the February Virtual Forum, “Effective Assessment and Response for Workplace Threats of Violence”, presented by Bruce Blythe of Crisis Management International scheduled for February 9, 2005, 9:00-10:30
AM. Flextronics will host the forum.

Chair Reid recognized Chapter Member Greg Acton who recently obtained his CPP designation.

Chair Reid recognized Owen True who recently obtained his PSP designation.

Chair Reid called on member Art Lesser and presented him with a Certificate of Appreciation from the chapter for his continued dedicated participation in organizing and supporting the Law Enforcement Appreciation annual event.

Chair Reid called on member Lewis Schatz, CPP and presented him with a Certificate of Appreciation from the chapter for his years of unwavering contributions and support of the chapter.

Chair Reid called for volunteers to assist with updating the email address database. Currently 190 members have no email listed and 300+ need to be verified accurate.

Chair Reid announced that the chapter members will be surveyed to allow the Executive Counsel an opportunity to better understand their interests for topics presented at the monthly chapter meeting and what the Executive Counsel can do to better serve them. The survey is intended to be conducted by a member of the Executive Counsel via telephone.

Chair Reid shared information regarding the chapter's new and improved website; the new features is the "Member to Member Communication Services" will allow us to be smarter and more efficient in the industry because we will have easier access to fellow members who are willing to share resources and knowledge. Chair Reid also informed the group that the feature is not to be used for advertising and this will be monitored carefully.

**Chair Reid called for input/comments/questions from the floor.**

**Question – Chapter dues; how do they pay and who receives them?**

Answer – Preferred method is online at the SFASIS website. Chair Reid advised that members will be locked out of the ability to sign on and access "member only" areas if dues are not paid. Members with unpaid dues who have been locked out are to contact Curtis Given, CPP (Curtis_given@symantec.com) to gain access.

**Comment** – One of our members shared that he utilized the Member to Member Service feature on the website and it was useful and efficient and he received the information he was searching for.

**Question – Online job placement Chair, John Suhr asked if there was a problem with getting placement requests posted on the new website. He commented that he observed he has not received any placement requests for two months.**

Answer – Chair Reid will check with Web Master to follow up.
Recommendation from the floor – Member asked that we extend an invitation to the members of the now closed Mt. Diablo Chapter. Possibly obtain the closed chapter’s member information to place into our database in order to share communications with them.

A former member of Mt. Diablo Chapter indicated that the members were sent a communication that offered them the opportunity to join other Chapters in the Bay area.

Chair Reid introduced Ron Sathre, Regional VP, and invited him to address the group. Ron shared with us that he was named VP of the year, 2004 and he had no idea he had been selected for this honor until they made the announcement and awarded him a plaque at the Leadership Conference.

Ron thanked outgoing Chair Patrick Sharkey, CPP and the 2004 Board for their hard work and dedication and then thanked current Chair Larry Reid and the 2005 Board for taking on the duties for 2005.

Ron shared the highlights from the Leadership Conference and announced that our Chapter won 2 of the 3 categories for the IB Hale award.

Ron’s primary goals for 2005:

- Continue to maintain contact with all Chapters in his Region.
- Offer additional leadership training sessions with two scheduled for 2005 in March and December.
- Encourage submissions by all Chapters for the IB Hale award.

Ron concluded by encouraging us to increase membership and in addition to accessing the chapter’s website we should consider the ASIS International website as a tool and access it for resources and information.

Featured Speaker – Robert Denny
Executive Director RMD Associates, LLC
Topic: Advanced Interactive Skills

Chair Reid introduced Mr. Denny and shared he is a past ASIS Chapter Chairman. For the past 10 years Mr. Denny served as Director of Global Security for two different multinational corporations. His varied background includes private investigation, retail security and municipal law enforcement. In addition to the information shared from his bio, Mr. Denny informed us that he served as a Sergeant at Arms at the Tomb of the Unknown Soldier and reflected on the responsibility and orders he had to obey while at this most prestigious post.

Mr. Denny presented the group an exciting and informative mini seminar on Advanced Interactive Skills.

The meeting attendees were treated to a 45 minute summarized version of his 8 hour seminar on this topic. We were supplied with valuable tools to more effectively communicate in our everyday interaction; how to resolve conflict and diffuse hostility
away from violence through effective communication; improve customer service ans satisfaction and; forever change our relationships.

Key points shared:

- Breathe – Before entering into a stressful conversation or event, take a moment to take 3 deep breaths to prepare your mind and emotions for what is ahead.
- Be “In the moment” – Do not allow yourself to be distracted from actively listening and participating in the interaction.
- Acknowledge their inflamed behavior – Do not ignore or allow them to continue in an enraged behavior. Bringing attention to the behavior more likely will calm the situation.
- Listen – Don’t just listen, actively listen to what the individual is telling you.
- The messenger is the message – How you conduct your self will speak volumes in how the conflict resolves.

Mr. Denny was presented with a Certificate of Appreciation from the chapter.

Next Chapter meeting is scheduled for February 17, 2005 at SRI International in Menlo Park.

Chair Reid closed the meeting at 11:00 am.

A total of 38 members were in attendance, plus 2 guests.

Respectfully,

Karen G. Moore, CPP, Chapter Secretary