

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 10/20/2007

To: Sacramento

From: Sacramento
Squad 1

Contact: SA Steven D. Dupre, Ext. 2245

Approved By: Parenti Drew S *DP*

Drafted By: Dupre Steven D

Case ID #: 188A-SC-A37406-ALUMNI AS (Pending) -13

Title: CITIZENS' ACADEMY;
ALUMNI ASSOCIATION

Synopsis: EC to document SA Dupre's attendance at the Citizens' Academy Alumni Association (CAAA) board meeting on October 22, 2007.

Details: On October 22, 2007, SA Steven D. Dupre, attended the CAAA board meeting held at FBI Sacramento from 6:00 p.m. to 8:00 p.m. During the meeting the following topics, among others, were discussed:

- 1) The CAAA Holiday Party scheduled for December 6, 2007;
- 2) The next board meeting will be November 26, 2007;
- 3) The next Informational Briefing has been set for January 24 or 31, 2008;
- 4) Volunteer opportunities for CAAA members at two upcoming football games at Sacramento State and UC Davis;
- 5) The CAAA newsletter;
- 6) Legal issues for the Board; and
- 7) Debriefs of the Range Day and the September 12, 2007, Informational Briefing.

Attached to this EC are the approved board minutes from the August 27, 2007, meeting.

Copy Sent to
Case Agent

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ALUMNI AS-13

**FBI Citizens' Academy Alumni Association
Minutes for Meeting
Monday, August 27, 2007
Sacramento FBI Office
6:00 to 8:00 PM**

- I. **Welcome & Overview of Agenda** – the meeting was called to order by [redacted] In attendance were: [redacted]

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[redacted] Steve Dupre,

Absent: [redacted]

- A. Review Agenda – no additions to the agenda

- B. Introduction of guests – [redacted] is the [redacted] from Univision. [redacted] told the board members that eight letters were sent out to alumni from Classes 6 and 7 who had expressed interest on their surveys in becoming a board member. [redacted] Steve and [redacted] met with four potential board members on August 16, 2007.

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- C. Review & Approval of Minutes – motion by [redacted] second by [redacted] the minutes were approved.

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II. **Update of Activities & Events**

- A. September 12 Informational Meeting [redacted]
Invitations (e-mails) have been sent to all seven classes. Steve reported that there was good response (35) the first week. Steve will send out another e-mail around August 31st and also see if there are others willing to bring something. Board members should plan to be at the FBI office at 5:30 p.m. to help set up. Refreshments will be available at 6:00 p.m. and then we can have [redacted] start his presentation around 6:15 p.m. [redacted] and [redacted] volunteered to bring drinks. [redacted] and [redacted] volunteered to bring desserts and [redacted] volunteered to bring the paper products.

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- B. New Class & Volunteer Opportunities (Steve)

The new class starts on Thursday, September 20th and there are 20 in the class. Their last class will be on November 1st. Originally there was going to be a two-week break in their schedule but the office inspection has been moved to November so it will not interfere with the class schedule.

On October 11th [] and [] will speak to the current class about the alumni association and [] will show a five-minute version of the Washington, D.C. presentation.

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Tomorrow, August 28th, is First Responder's Day at the State Fair. [] and [] have volunteered to assist with this event. Members from the ERT and SWAT teams along with a non-sworn office employee will also be participating. [] volunteered to take pictures for the newsletter.

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Steve told us about two upcoming volunteer opportunities. The first will be on November 3rd at the Sac State vs. UC Davis game and the second will be November 17th at the UC Davis vs. San Diego game. Volunteers will pass out child identification packets at the exits at the end of the game. Steve will be looking for 6 to 9 volunteers (2-3 per exit) at the Sac State game and 8 to 12 volunteers for the UC Davis game.

C. Firing Range, Sept. 22 (Steve)

Alumni will be allowed to participate in the morning (starting at 10:00 a.m.). There are space constraints so we will be limited to the first 20. Steve will send out an e-mail to all regarding the potluck lunch and then Class #8 will shoot in the afternoon.

D. Holiday Event, December 6 []

[] has contacted [] and [] about using their new facility. She hasn't heard back from them yet. Steve will follow up with them if [] has not received a response by September 15th. [] will also check with [] about music for the event.

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E. Status of legal issues []

The 501(c) 3 is in progress. A check for \$300 must accompany the application. [] asked the board members if they would be willing to help with the costs. The board agreed to help with the costs and would like to have the expense be a loan to the association. The following board members gave [] money: [] gave [] \$40 in cash. [] and [] gave [] checks for \$37.50. [] wrote a check for the filing fee. [] will bring her check next meeting. [] was not present to vote. [] and [] will finish the paperwork and mail this week and then it will be about six months before we get approval.

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There was discussion and the D&O insurance. [redacted] and Steve will try to get some information from non-profit attorneys as to their perspectives on board liability.

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III. Update on National Activities

A. Report from San Antonio (Steve)

Steve shared with us a handout. A survey was completed by those associations that attended the meeting. There is a mandate from HQ that each field office will have an alumni association. The survey covers a variety of topics and shows where everybody is in regards to non-profit status, insurances, dues, etc.

B. Board Discussion

Minimal discussion based on time constraints

IV. Goals for 2007-2008

Informational meetings; possible tour of jail/coroner's office, possible tour of the morgue; possible tour of prison; Select a "pet" project, such as Family Safety Squad

V. Next Steps & Designated Person (s)

A. Timeline of Activities or Additional discussion

[redacted] thinks that a newsletter could be published quarterly instead of semi-annually. AD-HOC

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Possibility of selling FBI CAAA merchandise at the holiday event.

B. Commitments & Dates

C. Next Meeting – Monday, October 15th. Agenda item: Goals for 2007-2008 "Pains in the Community". Board members: think about one problem area in your community and be ready to discuss. We decided that we would bring appetizers [redacted] dessert [redacted] and beverages [redacted] for the meeting.

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D. Acknowledgements – thanks to [redacted] for her excellent chicken enchiladas, [redacted] for a salad, [redacted] for beverages and [redacted] for dessert!

VI. Adjourn