

Full Name of Chapter – Annual Report 2019

2019 Board of Directors (BOD):

Lalita Rao, President Co-Chair: Events Planning / Membership Coordinator	Tom Jenkins, Treasurer
Christopher Grotbeck, Vice-President Webmaster	Michael Shane Carr, Communications/Social Media /Public Relations/Philanthropy
Betty Glover, Secretary	Joyce Montoya-Roach, Historian
Beverly Neal-Clinton, Compliance Officer	Donald Wood, Member at Large

COS: Samantha Madrid

Year Formed: 2007

Area of Responsibility: FBI Albuquerque

Highlight:

We are proud of establishing a solid partnership with the NM Public Education Department (NMPED), NM New Mexico School Boards Association (NMSBA), New Mexico Coalition of Educational Leaders New Mexico Superintendents Association and NM school districts. With this partnership, we directly supported the vision of FBI Albuquerque SAC to educate our youth of the threats, risks, crisis and trends that impact their future workforce preparedness and quality of life. Our sponsored 'New Mexico Youth Conference on Addiction' reached almost 3,500 students and parents. FBI Albuquerque Division, DEA / DEA 360, NM Office of Attorney General, Mark Wahlberg Youth Foundation, Emmy Award winning documentary film producer Mr. Chris Schueler and Ms. Chevel Sheperd, winner of 'The Voice' contributed their time and effort in educating youth on the dangers of addiction to drugs, alcohol and vaping.

We are also very proud of our philanthropic initiatives that focused on educating NM senior citizens on elder fraud. We reached about 150 seniors and several alumni also attended. Experts from NM AG's office, NM State Securities and Regulations and the FBI Albuquerque Division address topics such as financial exploitation, its statistics, resources, scams (SSA and others), ID theft, Medicaid/Medicare fraud, elder abuse, exploitation & neglect, affinity fraud and How to file complaints.

Our demonstrated success in addressing needs identified by our community has led to some school districts and superintendents as well as senior centers to begin the process of identifying their immediate needs that should be similarly addressed in 2020. FBIACAAA Board of Directors, Alumni and our partners are eager to support them. Community has recognized us as a key resource and is excited about partnering opportunities with us!! Overall, we established 12 new partnerships within the NM community, and we are all looking forward to 2020!!

Chapter Priorities:

In 2019 our priorities were:

- transforming the FBIACAAA into a vibrant and strong association dedicated to supporting our FBI office through community outreach programs, within our boundaries & capacity as volunteers.
- Re-engaging and re-energizing our alumni
- Supporting our community through philanthropic initiatives
- Establishing community partnerships
- Educating, developing and integrating our new and current board members to drive efficiency and effectiveness
- Support outreach initiatives of the FBI Albuquerque Division COS

Chronological Summary Review of Accomplishments– January 1, 2019 to December 31, 2019

All our activities, initiatives and strategic partnerships were clearly aligned to the 2019 MOU/MOA, FBI Albuquerque SAC vision, vision of our alumni that of our Board members.

January 5th, 2019: Strategic Planning Retreat

The FBIACAAA BOD met on November 14th, 2018 to draft a preliminary 2019 Annual Roadmap and budget based on 2018 lessons learned, alumni feedback and interest, COS feedback, SAC vision and community needs.

The draft 2019 Annual Roadmap was presented to alumni during the 2018 Annual General Meeting on December 8th. Alumni feedback on the annual roadmap was requested.

The FBIACAAA BOD and dues paying alumni (gold shield members) met to reconcile alumni feedback to and finalize 2019 annual strategic roadmap. The expected outcomes were to define clear, actionable and results oriented plans that support and expedite implementation of 2019 Annual Roadmap projects based on 2018 lessons learned & BKMs. Plan implemented 90% performance against schedule (PAS), with demonstrated value as partner to the FBI.

We identified strategy, ensured comprehension and understanding, identified opportunities, identified collaboration opportunities with alumni, community, LE and LE CA, identified potential barriers and solutions to meet our deliverables. While the roadmap was 'finalized' it was understood to be flexible. This activity also enabled alumni to volunteer to support and/or lead specific initiatives.

Budget planning session identified budget shortfalls and strategies to bridge the same through fundraising activities, sponsors and donations.

With the annual roadmap and deliverables well identified, we were able to plan activities 4-8 weeks ahead, be more efficient and be flexible in adjusting our activities as needed.

March 21st, 2019: Speaker Event “Center Stage: Cold War Espionage in New Mexico” by Dr. Bruce Held

Dr. Held's talk was very well received and very engaging. The talk was attended by 35 alumni. Dr. Held also donated a copy of his book "A Spy's Guide to Santa Fe and ABQ" as door/raffle prize.

Q 2 – Q3, 2019: Transition, Integration and Succession Planning Guide for FBIACAAA BOD

The purpose for such a guide was to collate existing and proven systems, processes and standard operating procedures (SOPs) from various locations into one reference document. Such a document was believed to shorten time to contribution, increase proficiency of BOD and committee members, demonstrate professionalism when dealing with local, strategic partners and expedite implementation of annual roadmap deliverables.

This was the first time in the Chapter's history that such a document was made available to the BOD.

Several BOD and committee chairs contributed detailed systems, business processes and SOPs related to:

- Governance, leadership & operations
- BOD roles/responsibilities
- Membership
- Compliance to National requirements including training required for board officers
- Best known methods for succession planning
- COS outreach support
- Planning, organizing, implementing, evaluating and conducting after action reviews for continuous improvement of BOD approved events
- Historian
- Local and strategic partnerships
- Appendix that includes quick reference documents, templates and examples on systems, business processes and SOPs

This is a very comprehensive transition, integration and succession planning guide that serves as a working document meant to be revised, updated and/or edited based on new ventures, annual lessons learned and continuous improvement. This working guide is already proving to be valuable to current and newly elected board members.

Finance, Communications/ public relations / philanthropy and secretary's systems, processes and SOPs will be included in 2020.

April 12, 2019 – Breakfast with the SAC

Twenty-two Alumni members attend the bi-annual breakfast with SAC James Langenberg. Local FBI news and information was shared, and a question/answer session was available.

May 2019: FBIACAAA- NM Public Education Department Partnership

The vision of FBI Albuquerque division SAC was to educate the youth of NM on the dangers of drugs, addiction and its impact on their future. To make this vision a reality, the FBIACAAA met with the Secretary of NM Public Education Department (NMPED) and her staff to determine partnership and collaboration opportunities to address drugs/youth health issues including education and training.

The Secretary, NM New Mexico School Boards Association (NMSBA), New Mexico Coalition of Educational Leaders New Mexico Superintendents Association and NM school districts are now aware on the resources they can leverage and the opportunities available to engage the FBIACAAA and its diverse alumni to address needs.

FBIACAAA-NMPED Partnership demonstrates that:

- All initiatives with NMPED lead by FBIACAAA will focus on above needs identified by NMPED and/or school districts aligned to FBIACAAA mission.
- Build a lasting relationship with the PED to provide community outreach services across the Districts
- Create a partnership that allows for mutually beneficial outreach efforts in support of the threats, risks, crisis and trends that effect our youth and educational staff.
- Create a partnership that provides insight, services and benefits with the Law Enforcement Community in response to events or in response to career opportunities

FBIACAAA gold shield member (dues paying alumnus) is the chairman of this effort and single point of contact. A special shout out to this alumnus who brought his expertise to the table and without whom such a partnership would not have been possible. This engagement has proven to be a role model in our approach to engaging alumni in the BOD sanctioned initiatives.

June 13th – 15th: New Mexico School Boards Association 40th Annual School Law Conference

FBIACAAA was invited to participate in the conference by Executive Director, New Mexico School Boards Association.

The conference brings together school board members, superintendents and school personnel from across New Mexico. It features presentations on the latest legal issues facing public education and includes numerous breakout sessions to assist new and veteran school board members, administrators and educators.

It was huge opportunity to introduce the FBIACAAA and showcase partnership with NMPED and educate the attendees on mutually beneficial opportunities in addressing needs of our youth as identified by them, what we bring to the table, including resources and experts. Approximately 150 people were in attendance.

June 29th, 2019: FUN Trap Shoot Fundraiser

This was an alumnus focused social event during which we raised funds to support philanthropic initiatives planned for the year. This was an inaugural event that the FBIACAAA BOD and alumni were brought together for both FUN and fundraising! Based on feedback from those who participated we plan on bringing a similar event in 2020. FBI Albuquerque Division and the COS were also invited to participate for free.

The Albuquerque Trap Club provided to each attendee safety instruction prior to the event and access to the Albuquerque Trap Club Shooting Facility early on the day of the event, clay targets and shotgun shells with 25 targets per registrant and finally a limited number of loaner shotguns available at no additional cost. Coffee, water, soft drinks and other donated snacks were available to all registrants.

Funds raised during this event contributed towards expenses related to initiatives and activities forecasted for 2019. 16 Alumni members attended, and \$1000 was raised, after all expenses paid to support upcoming philanthropic initiatives.

August 2019: El Paso Chapter Support

FBIACAAA reached out to the El Paso Chapter after the shooting incident. At the Board request, FBIACAAA members directly supported the El Paso Chapter with donations.

August 14th National Leadership Conference and August 20th Quantico/HQ Trip

Two board members attended the National Leadership Conference. Silent auction item donated by our Chapter was made possible by Gertrude Zachary jeweler.

One board member and 7 alumni participated in the Quantico/HQ trip. Albuquerque chapter coordinated with Phoenix chapter. Phoenix chapter was extremely supportive during the planning and coordination.

August 20 – 21, 2019 – Quantico/HQ Annual Trip

One board member and 7 alumni participated in the Quantico/HQ trip with the Phoenix Chapter.

September 3rd, and September 27th, 2019: Elder Fraud Speaker Events

FBI Albuquerque Division and the NM office of AG identified Elder Fraud as one of the most critical issues impacting seniors in the state of NM.

The FBIACAAA sponsored 'Elder Fraud' event in partnership with the Director of Life Enrichment at La Vida Llena Senior Center, Albuquerque, on September 3rd which was attended by more than 105 seniors and some FBIACAAA alumni. At the request of Sierra Joint Office of Aging, Truth or Consequences, an Elder Fraud speaker event was held on September 27th. More than 35 seniors attended this event.



The highlight of the events were experts from NM office of AG, NM Regulations and Licensing and the FBI Albuquerque Division who addressed topics such as financial exploitation, its statistics, resources, scams (SSA and others), ID theft,

Medicaid/Medicare fraud, elder abuse, exploitation & neglect, affinity fraud and How to file complaints. Based on demographics and diversity of population, the experts engaged the audience to address specific concerns not addressed during the talk.

With the success of the two events in 2019, other counties in NM such as Roswell are now requesting this event be held to benefit their counties in 2020.

In addition, the Director of Life Enrichment at La Vida Llena Senior Center, Albuquerque, has indicated that seniors at their center(s) have requested not only this presentation in 2020 but also want to leverage FBIACAAA and its partners to address specific topics of concern to them. Their goal is to create a 'Senior Education Series' based on topical presentations. FBIACAAA and its partners will strive to support this request in 2020.

September 28th, 2019: Donation of > \$500 of School Supplies

Local Walgreens donated more than \$500 worth of brand-new school supplies to the FBIACAAA. These were donated to the Sierra County School District by the FBIACAAA.



Source: Sierra County Sentinel



They were received with much appreciation and gratitude by the Superintendent of Schools for the county of Truth or Consequences.

September 28th, 2019: "Out in the Desert" Golf Tournament 'FUNdraiser'

At the request of our Las Cruces alumni, a fundraiser event was held at the Elephant Butte golf resort. Community and alumni were invited to participate.

Fund raising support came from hole sponsors and prizes were donated by local jewelers such as Bella Diamonds and Shelton Jewelers. We received donations from UNMH and Presbyterian Health Services. Enough funds were raised to support philanthropy initiatives in 2020. 20 Alumni members and guests attended, and \$2000 was raised, after all expenses paid to support upcoming philanthropic initiatives.

October 17th – 18th: NM Youth Conference on Addiction

FBI Albuquerque Division, US Attorney's office for the District of NM, the NM office of AG and the DEA all agreed that the key issue impacting NM youth in 2019 was addiction (drugs, vaping etc.).

The FBIACAAA sponsored the 2 days "NM Youth Conference on Addiction" event in partnership with the DEA 360 program, Albuquerque Public Schools and the Rio Rancho Public Schools.

Three sessions were held in 3 schools for their students and staff. An evening community focused event was held for NM youth and parents.

Overall the conference reached almost 3,500 students and parents. FBI Albuquerque Division, DEA / DEA 360, NM Office of Attorney General, Mark Wahlberg Youth Foundation, Emmy Award winning documentary film producer Mr. Chris Schueler and Ms. Chevel Sheperd, winner of 'The Voice' contributed their time and effort in educating youth on the dangers of addiction to drugs, alcohol and vaping.

Volunteers from the FBIACAAA, the COS, Bernalillo County Sheriff's Office Citizens Academy, Albuquerque Police Department Citizens Academy all supported the community focused event.

Select school districts and their superintendents have indicated that they would like to see a similar event held in their location in 2020. They are also interested in creating a 'curriculum' for middle and high schools on preparing for workforce of the future, adopting healthy lifestyles...' etc. At least one school has indicated help in creating a STEM or computer lab program to engage children after school, provide life skills and keep them away from drugs.

Results of survey (27% return) from the NM community event indicated:

- 84% of respondents stated they will recommend this event to friends and colleagues
- 81% of respondents stated that the information shared during this event was educational
- 43% stated they attended the event to learn more and make a difference
- Email from the principal / VVHS was effective communication
- Top 3 topics of interest in the future:
 - Drugs including marijuana and meth
 - Social media
 - Suicide prevention / teen suicide

The interests from schools have been shared with our law enforcement partners and we will strive to address them in 2020.

October 29, 2019 – SAC Breakfast

Twenty-three alumni attended the bi-annual breakfast with our SAC James Langenberg. Local FBI news and information was shared, and a question/answer session was available.

December 1st, 2020 Strategic Annual Roadmap Planning

The FBIACAAA BOD met on December 1st, 2019 to draft a preliminary 2020 Annual Roadmap based on 2019 lessons learned, alumni feedback and interest, COS feedback, SAC vision and community needs gathered throughout the year.

Given the recent tragic incidents across our country, we identified a specific need to create a rapid response support team made up of BOD, Alumni and local law enforcement to assist the FBI and/or community as needed.

We identified strategy, ensured comprehension and understanding, identified opportunities, identified collaboration opportunities with alumni, community, LE and LE CA, identified potential barriers and solutions to meet our deliverables. We identified several roadmap items based on community needs that cannot be met without commitment of support from alumni.

The draft 2020 Annual Roadmap was presented to alumni during the 2019 Annual General Meeting on December 5th. Alumni feedback on the annual roadmap was requested.

December 5th, 2019: Annual General Meeting

SAC Langenberg shared FBI priorities and select initiatives for 2020. He reiterated alumni engagement and support for BOD activities and initiatives.

Several outgoing board officers were recognized for their contributions. These officers were presented with letter of appreciation and for those ending their term on the board plaques were also presented.

2020 BOD and officers were elected. These included president, vice president, compliance officer and 3 board members at large.

2019 year in review was summarized and accomplishments shared.

2020 draft roadmap was presented to the alumni and their feedback was requested. The roadmap addressed 6 strategic goals: alumni membership, financial, governance / leadership / operations, communications/ public relations/ philanthropy, compliance, Events Planning/ Partnership with FBI Albuquerque Field Office.

DEA SAC and Chief of International Operations (retired) Mr. Mike Vigil gave a mesmerizing talk on "My experiences as DEA Undercover in the Domestic and International Drug Trafficking". Mr. Vigil also indicated his support for our 2020 initiatives on educating NM youth on the dangers of drugs and other forms of addiction.

December 7th, 2019: Presentation on "Preparing our Youth in Meeting the Rigors and Challenges of the Future Workforce"

FBIACAAA BOD members and the FBI COS presented a paper on "Preparing our Youth in Meeting the Rigors and Challenges of the Future Workforce" at the New Mexico School Boards Association 2019 Annual Conference *Leading the Way – Meeting the Challenge!* December 5-7, 2019. Attendees included School Board Presidents, Officers and Board Leaders.

The breakout sessions allowed the participants to understand project management processes used by the FBIACAAA, how to identify critical needs of youth in their districts, mutual partnership and engagement, resources available, mutual expectations and finally program management for transfer and sustainability once the initiative has been piloted.

Select audience members indicated they are interested in engaging the FBIACAAA in 2020 in such an initiative.

December 11, 2019 – FBI Adopt - A - Child Holiday Program

Upon invitation from COS Madrid, Alumni members volunteered to adopt children for the holidays to donate gifts such as clothing items, food, and “wish list” items. The Board allotted \$1000 to adopt five children, however Alumni members self-volunteered, taken care of twenty-three students.

2019 COS Outreach Initiatives Support

FBIACAAA alumni contributed \$350 towards ‘Adopt a School’ initiative. The BOD contributed food for 2 SAC breakfast events. Alumni and BOD contributed \$3,500 in donations to support dinners during 2019 Citizens Academy program. The BOD supported ‘Holiday Outreach’ initiatives for Emerson Elementary School with \$1,000 worth of gifts.

2019 - Compliance to National Requirements

Some documents were uploaded as needed to BoardMax prior to transition to BoardEffect.

We participated in RCC calls, FBIN Townhalls and training.

The FBIACAAA BOD completed officers training to the best of their ability given the transition issues regarding BoardEffect. One BOD participated in the BoardEffect training offered by Region 3.

Other Initiatives

FBIACAAA brochure was released in June 2019. Newsletter was modified to include alumni article while continuing to provide information on Chapter and National activities.

Dues paying alumni (gold shield members) were invited to all BOD meetings. Alumni were invited to BOD meetings that included ‘meet & greet with our FBI agent” activity designed to re-connect alumni with the FBI Albuquerque division.

More than 70 books were collected for donation to ‘Little Library’ initiative.

We provided SAC with 1H 2019 and 2H 2019 status updates to ensure BOD, its chapter initiatives were aligned to SAC vision and outreach initiatives.

Financial Report / Annual Budget:

Revenues:

Dues	5629
Misc.	2092
Donations	8100
Fundraising events	6485

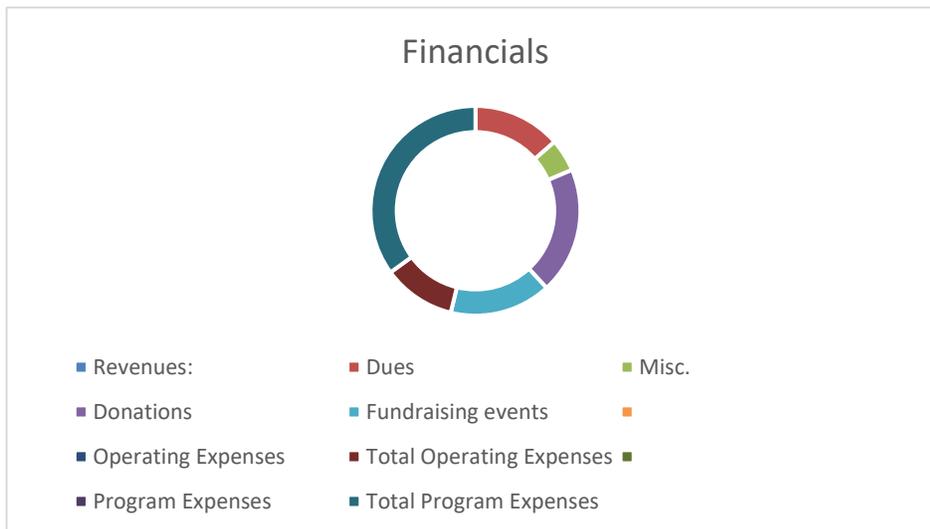
Operating Expenses

Total Operating Expenses	4653
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Program Expenses

Total Program Expenses	14507
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Total Expenses	19160
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Membership:

Albuquerque Chapter annual dues are \$75. Dues paying members are called Gold Shield Members (GSM). A Gold Shield Member enjoys the following privileges:

- Receive all communications of events and Alumni activities related to the FBIACAAA
- Attend special meetings at little or no cost,
- Receive discounts for your guests at certain Alumni events,
- Enjoy voting privileges in matters pertaining to the Association,
- Run for the Board of Director of the Association,
- Attend special Alumni functions at the local FBI Building, and
- Opportunity to visit FBI Headquarters in Washington D.C. & the FBI National Academy in Quantico, VA

Non-dues paying member (alumnus) can certainly attend our alumni functions and events but must pay full price and of course, attend the Annual General Meeting.

There are no lifetime members.

In 2018 our goal was to close the year with 100 dues paying members and closed the year with 120. The strategy for membership drives was both personal calls followed by email blast.

The goal for 2019 was to close the year with 100 dues paying members. The BOD elected to conduct 2 membership drives via email blast only. The Chapter ended the year with 77 dues paying members also called gold shield members (GSM).

The difference in numbers between 2018 and 2019 clearly shows that the strategy of using only email blasts to encourage membership is inadequate. Personal touch is also important to ensure increase and/or sustaining dues paying members.

Our priority this year was also to re-engage and re-energize alumni. We made significant effort to include GSM in our BOD meetings and invite alumni to re-connect with the FBI and remind them of why graduated from the CA. Our goal was to end 2019 with at least 10 actively engaged alumni with BOD initiatives. We closed the year with 19 GSM and alumni 😊

Key lessons learned this year is that alumni want a say in annual roadmap, initiatives and deliverables. We will continue to communicate upcoming events, accomplishments and news from chapter / National via newsletters, survey alumni on their interests, strengths and passions and map these against roadmap deliverables, solicit and/or align volunteers for clearly defined & planned initiatives and/or activities, bring speakers to address topics of interest to alumni.

Donors, Sponsors, and Partners:

The BOD was overwhelmed with gratitude for all the support received from the alumni, FBI Albuquerque Division, our partners in local law enforcement and community.

Letters of appreciation were sent to our partners, donors and sponsors.

Our law enforcement partners - Albuquerque Police Department CA, Bernalillo County Sheriffs Office CA, DEA Albuquerque, DEA 360 Coordinator, NM AG's office, Director of NM State Securities and Regulations, FBI Albuquerque Division COS and FBI Albuquerque Division PIO.

Our community partners - The Director of Life Enrichment at La Vida Llena Senior Center, Albuquerque, the Director of Sierra Joint Office of Aging, Truth or Consequences, NMPED, NM New Mexico School Boards Association (NMSBA), New Mexico Coalition of Educational Leaders New Mexico Superintendents Association and NM school districts. In addition, we want to acknowledge Albuquerque Family and Community Services, Christopher Productions, Mark Wahlberg Youth Foundation, Rotary Club of T or C, Albuquerque public schools, Rio Rancho Public Schools, UNMH, PHS, Jinja Bistro, Bella Diamonds, Shelton Jewelers and Lewis University.

Chapter Partner – Phoenix chapter for all their guidance and support in the coordination and planning of the Quantico/HQ trip.

To all our GSM and alumni who contributed, volunteered and/or donated – A huge thank you!!

Call to Action:

Several community related roadmap items for 2020 are dependent on alumni engagement and support. We plan on surveying our alumni on their interests, strengths and passions to better align them with community needs. If your Chapter or National has strategies to better encourage alumni engagement, we need your help. Any lessons learned and best-known methods in partnering with local industry to support, plan, coordinate and implement STEM or other after school programs to keep our youth away from addiction and non-healthy life style choices, we need your help.

Our partners in NMPED and schools are seeking our support in terms of content resources and experts to develop 'healthy lifestyles' curriculum for our middle and high school students to prepare our youth for future challenges / career opportunities. If any chapter or National has ideas on such a curriculum, experts and content, please contact us.

Finally, those chapters who have a 'rapid response support team', we want to learn from you. Please contact us.

Submitted by:

Name: Tim Sheahan, 2020 President

Contact Information: (email) timsheahan@comcast.net