

IDAHO PSAP STANDARDS & TRAINING COMMITTEE

OFFICIAL MINUTES

A video/tele-conference/in person meeting of the Idaho PSAP Standards & Training Committee was held on September 1, 2021. The committee members were given the option to meet in person at the Lewiston Police Department Training Center or to join the meeting virtually due to the COVID-19 restrictions.

Commencement

Chair Kevin Haight called the meeting to order at 10:07 a.m. PST. A quorum was present.

Members Present:

- Kevin Haight, Idaho State Police
- Cullin Sherman, Madison County SO
- Carmen Boeger, Nampa PD (Ad Hoc Member) (via tele-conference)
- Lynn Parker, Jefferson County SO (via tele-conference)
- Cindy Felton, Lewiston PD
- Wendy Berrett, Whitcom
- Charlene Holbrook, Post Falls PD
- Stephanie Harris, Pocatello PD (via tele-conference)
- Kelly Copperi, Valley County SO
- Roxanne Wade, Canyon County SO (via tele-conference)
- Trisha Marosi, Idaho State Police
- DeAnn Taylor, Cassia County SO (via tele-conference)

Members Absent:

- Erin Hidalgo, Bingham County SO

Others Present:

- Michele Carreras, Idaho State Communications (via tele-conference)
- Dana Hanford, Industry Partner (via tele-conference)
- Beverly Crawford, Kootenai County SO
- Shane Wright, Idaho State Communications (via tele-conference)
- Sherry Glick, Idaho Falls PD (via tele-conference)
- John Joseph, Industry Partner (via tele-conference)

Consent Agenda

Committee Financial Report – Wendy Berrett gave the Committee Financial Report through August 31, 2021 – Travel and Training - \$19,895.25

MOTION: Trisha Marosi moved, and Charlene Holbrook seconded that the Committee Financial Report be accepted. The motion passed.

Information Agenda

Idaho EMD Standards/Requirement Initiative

Kevin Haight received an email from Jathan Nalls from the Idaho State EMS Bureau with an attachment of the draft Idaho EMD Standards/Requirement Initiative. Jathan Nalls explained that he needs to bow out of the project due to COVID priorities.

ECO Academy Curriculum Revisions – Status Update

Kelly Copperi shared that they are close to completing the necessary revisions.

Idaho ECO-ERT Initiative – Status Update

Emergency Communications Officer – Emergency Response Team

Kevin Haight shared he has received good input from others reference the draft document and believes it's in the final stages. Carmen Boeger suggested that this topic be discussed during the roundtable session at the upcoming PSAP Conference. Kevin Haight will be presenting the initiative at the IPSCC meeting tomorrow.

Action Agenda

Committee Officer Elections – Vice Chair, Secretary

Kevin Haight shared that Nampa PD has agreed to allow Carmen Boeger to stay on the PSAP Committee as an Ad Hoc member.

Kevin Haight shared that he has sent out letters to District 2 and District 4 agencies due to vacancies created by Cindy Felton and Carmen Boeger. He explained that Carmen Boeger is currently in District 3; however, there are currently 2 members from District 3 and only one member from District 4 so to meet the bylaws we will try to get a second member from District 4. Letters of interest are due to Kevin Haight by September 30, 2021.

Kevin Haight will be retiring on October 31, 2021. He shared that the IPSCC will decide who will replace him as the Chairman of the PSAP committee.

MOTION: Kelly Copperi moved, and Trisha Marosi seconded the nomination of Cullin Sherman for the Secretary position. The motion passed.

MOTION: Kelly Copperi moved, and Wendy Berrett seconded the nomination of Lynn Parker for the Vice Chair position. The motion passed.

Regional Quarterly Trainings

Q3 – First Responder Resiliency, Captain Cameo Akins

2021 Conference – Boise Riverside Hotel – October 18-20, 2021

- *Committee Members will meet at 11:00 a.m. on Sunday, October 17, 2021.*

Keynotes

- Day 1 – Michelle Lilly, PhD. – Current Research Evidence on Health in 9-1-1
- Day 2 – Kyle Plush Foundation (Ron & Jill Plush) – Be Your Best Self

Proposed Breakouts

- **Long Breakouts**
 - Day 1 – Michelle Lilly, PhD. – Individual & Organizational Interventions for 9-1-1
 - Day 2 – Pam Thompson – Be Your Best Self
- **Short Breakouts**
 - PSAP Committee Member Roundtable Discussion
 - Nicole Whittaker - Over vs Under Functioning Trainees
 - Beth English - Leading the Toxic Employee or Cover Your Agency with Documentation
 - Jared Olson - Court Testimony Class

Conference Fundraising Goal - \$35,000

Trisha Marosi shared that we have collected \$18,750 so far.

Technical Tracks – John Joseph/IPSCC LMR Committee

John Joseph said that they have a large cyber security training component this year. The technical track training schedule is on Eventbrite.

Assignments

- **Sponsor/Vendors & Fees** – Trisha Marosi

Nothing at this time.

- **Speakers/Break-Outs/POST Credit Approval** – Carmen Boeger/Roxanne Wade

Carmen Boeger needs information from Jared Olsen (Stephanie Harris), Beth English (Kevin Haight) and Pam Thompson (Charlene Holbrook) so she can send it to POST.

- **Facility/Food/AV Equipment/Scrutiny of Contract & Billing** – Charlene Holbrook/Cassie Owens

Charlene Holbrook shared that so far there are no COVID restrictions at the hotel.

Charlene Holbrook was provided with the AV equipment needs for the conference.

- **Welcome Reception - October 18, 2021 / 1800-2000 hours** – Kelly Copperi

Kelly Copperi has taken care of the welcome sign. Trisha Marosi asked that Charlene Holbrook 09/01/21 Idaho PSAP Standards & Training Committee Minutes

find out from the hotel how they prefer to deal with the drink tickets for the welcome reception.

- **Tuesday Night Event** – Carmen Boeger/Roxanne Wade
Kevin Haight reached out to Motorola for an exclusive sponsorship for the event.
- **POST Rosters/Sweatshirts/T-Shirts Research** – Kelly Copperi
Nothing at this time.
- **Eventbrite/Registration/Attendee Name/Email List/Evaluations** – Kelly Copperi/Cullin Sherman
Eventbrite is available for registration now.
- **Notebooks/Posters/Promotional Materials** – DeAnn Taylor
DeAnn Taylor said she needs everything for the notebooks no later than September 27th. She will take the pages to the printer on October 5th.
- **Swag Bags (250)/Swag Bag Contents / Raffle** – John Joseph/Trisha Marosi
Nothing at this time.
- **Certificates/Photos/Newsletter** – Kelly Copperi/Erin Hidalgo/Stephanie Harris
Kelly Copperi will take photos at the conference and Stephanie Harris will create the newsletter.
- **Registration Table/Schedule Cards** – Cullin Sherman/Erin Hidalgo
Nothing at this time.
- **Honor Guard/Singers/Bagpipes** – Kevin Haight/Wendy Berrett/Carmen Boeger
 - Pipes & Drums*
 - Day 1 – Boise Fire Pipes & Drums
 - Day 2 – Nampa Pipes & Drums
 - Honor Guard*
 - Day 1 – Treasure Valley Honor Guard
 - Day 2 – Treasure Valley Honor Guard
 - Singers*
 - Day 1 – Tiffany and Taylor Knehr, Canyon County SO ECO and daughter
 - Day 2 – Tiffany and Taylor Knehr, Canyon County SO ECO and daughter
- **Photo Booth** – Roxanne Wade/Stephanie Harris
Nothing at this time.
- **Governor Welcome Letter** – Kevin Haight
09/01/21 Idaho PSAP Standards & Training Committee Minutes

Nothing at this time.

- **Idaho APCO/NENA Meeting** – Cassie Owens
During lunch of 2nd day of the conference.

Nothing at this time.

- **Travel Coordinator** – Lynn Parker

Nothing at this time.

- **Instructor Gifts**

Nothing at this time.

- **Poster Boards** – Trisha Marosi

Nothing at this time.

10th Anniversary Challenge Coin (2022) – Carmen Boeger/Lynn Parker

MOTION: Kelly Copperi moved, and Trisha Marosi seconded that we purchase 500 challenge coins for the 10th Anniversary PSAP Conference. The motion passed.

MOTION: Lynn Parker moved, and Stephanie Harris seconded that the challenge coins be hard enamel. The motion passed.

Lynn Parker will contact Point Emblems to get an invoice for 500 challenge coins.

2022 Conference – Coeur d’Alene – October 17-19, 2022 @ CDA Best Western

Nothing at this time.

Future Meetings

- November 3, 2021 – Location TBA

Open Forum/Discussion

DALE Videos: (Pocatello Police Department and Canyon County S.O.) Contact Kevin Haight if anyone would like to borrow the Denise Amber Lee Foundation videos.

FaceBook Page: As a reminder, if anyone has information to be posted on the Idaho PSAP Committee FaceBook page send the information to either Carmen Boeger or Erin Hidalgo.

Rule of 80: Kevin Haight shared that he has been told that the Idaho Sheriff’s Association’s number one

priority for the 2022 legislation is obtaining Rule of 80 for Emergency Communications Officers.

ECO POST Academy: Stephanie Harris shared that the ECO POST Academy #71 is scheduled for December 5-18, 2021.

Adjourn

MOTION: Trisha Marosi moved, and Wendy Berrett seconded that the meeting adjourn. The motion passed.

The meeting adjourned at 3:05 p.m. PST

Kevin Haight
Committee Chair

Cindy Felton
Committee Secretary