

IDAHO PSAP STANDARDS & TRAINING COMMITTEE

OFFICIAL MINUTES

A video/tele-conference/in person meeting of the Idaho PSAP Standards & Training Committee was held on November 3, 2021. The committee members were given the option to meet in person at the Idaho Sheriffs Association conference room 3100 Vista Ave, Boise, or to join the meeting virtually due to the COVID-19 restrictions.

Commencement

Vice Chair Lynn Parker called the meeting to order at 10:04 a.m. MST. A quorum was present.

Members Present:

- Lynn Parker, Jefferson County SO
- Cullin Sherman, Madison County SO
- Carmen Boeger, Nampa PD (Ad Hoc Member)
- Erin Hidalgo, Bingham County SO
- Charlene Holbrook, Post Falls PD (via tele-conference)
- Stephanie Harris, Pocatello PD (via tele-conference)
- Kelly Copperi, Valley County SO (via tele-conference)
- Roxanne Wade, Canyon County SO
- Trisha Marosi, Idaho State Police (via tele-conference)
- DeAnn Taylor, Cassia County SO (via tele-conference)

Members Absent:

- Wendy Berrett, Whitcom

Others Present:

- Beverly Crawford, Kootenai County SO (via tele-conference)
- Dana Hanford, The Sales Group (via tele-conference)
- Sherry Glick, Idaho Falls Bonneville County (via tele-conference)
- Jens Pattis, Idaho State Police

Consent Agenda

Committee Financial Report – Wendy Berrett gave the Committee Financial Report via email through October 31, 2021 – Travel and Training - \$25,000. New budget year has begun, and there are no expenses

MOTION: Erin Hidalgo moved, and Roxanne Wade seconded that the Committee Financial Report be accepted. The motion passed.

Information Agenda

Idaho EMD Standards/Requirement Initiative

No new updates. Kelly Copperi emailed latest draft of the EMD Legislation to the PSAP Committee members.

ECO Academy Curriculum Revisions – Status Update

Job Task Analysis (JTA) proposed project by System's Design Group.

JTA will create a small committee of ECO and POST employees. They will review a list of ECO tasks then send out survey to PSAP's, then make recommendations for ECO Curriculum changes and updates. The quote for the JTA is \$30,000. Looking at using Idaho Public Utilities grant through IPSCC. Lynn Parker will report to the IPSCC that the PSAP Committee is in full support of the project.

Kelly Copperi said this started with discussion with Susan Brushey with POST in updating ECO curriculum.

MOTION: Erin Hidalgo moved, and Kelly Copperi seconded that the PSAP Committee support & endorse the JTA ECO project. Motion passed.

Idaho ECO-ERT Initiative – Status Update

Emergency Communications Officer – Emergency Response Team

This is an action item on tomorrow's IPSCC meeting.

Action Agenda

Committee Vacancies (Cindy Felton & Carmen Boeger)

Received six nominations throughout the state.
 Beverly Crawford, Kootenai County SO
 Megan Swensen, Fremont County SO
 Cindy Cook, Idaho State EMS Communications
 Kimberly Main, Nampa PD
 Marci Williams, Latah County SO
 Casey Van Buskirk, Shoshone County SO

MOTION: Erin Hidalgo moved, and Stephanie Harris seconded, that all nominees not elected as committee members be invited to be Ad Hoc exofficio committee members. Motion passed.

MOTION: Erin Hidalgo moved, and Roxanne Wade seconded, that the only District 2 nominee, Marci Williams be elected to fill the District 2 vacancy. Motion passed.

Discussion to choose a nominee from District 1 to fill the District 4 vacancy since there were not any nominations from District 4.

ELECTION: The PSAP Committee Voted on the two District 1 nominations, Beverly Crawford

and Casey Van Buskirk. Casey was elected by majority vote.

Regional Quarterly Trainings

Q1 – First Responder Resiliency, Captain Cameo Akins. She was only able to teach in District 3 and 5, all the others were cancelled. Kelly Copperi will contact Cameo and see if she can do this again in Q1.

Kelly Copperi said they have incorporated this class into POST curriculum replacing the stress management class.

988 – National Suicide Prevention Hotline. Kelly Copperi will contact Nicole Coleman with Idaho Department of Health and Welfare, and invite her to attend our January PSAP committee meeting.

Q3 - Ethics Class – Lt Jens Pattis is an Ethics class instructor, he will look into adapting the class for ECO's and to fit in the four hour time period.

Q2 – Customer Service – Lt Pattis will check with DeLisa Orren to teach this. Trisha Marosi said she can team teach with DeLisa. Steven Thompson, ISP RCC North – worked prior to ISP with Medstar, has also taught customer service

Eric Hetzinger – Technology class, he has discussed putting a class together for dispatch. Kelly Copperi offered to assist with this.

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

- Conference was cancelled. No unfinished business was reported.

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

- *Committee Members will meet at 11:00 a.m. on Sunday, October 16, 2022.*
- Dr Michelle Lilly, Ron and Jill Plush, and Pam Thompson have all committed to participate in the 2022 conference since they were scheduled for the 2021 conference.

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. Roxanne Wade contacted Nicole, she is willing to teach with Cassie.
 - Beth English - Leading the Toxic Employee or Cover Your Agency with Documentation. Erin Hidalgo will follow up with Beth and see if she will be able to participate in 2022.
 - Jared Olson - Court Testimony Class

Conference Fundraising Goal - \$35,000

\$5,900

Technical Tracks – John Joseph/IPSCC LMR Committee

Assignments

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

Trisha had collected or received commitments of \$27,800 for the 2021 conference at the time it was cancelled. All industry partners were given the option to be reimbursed, or have their funds rolled to the 2022 conference. So far 7 vendors have asked for their funds to be rolled over, that balance is \$5,900.

- **Speakers/Break-Outs/POST Credit Approval** – Carmen Boeger/Roxanne Wade
- **Facility/Food/AV Equipment/Scrutiny of Contract & Billing** – Charlene Holbrook/Cassie Owens
- **Welcome Reception - October 17, 2021 / 1800-2000 hours** – Kelly Copperi
- **Tuesday Night Event** – Carmen Boeger/Roxanne Wade
- **POST Rosters/Sweatshirts/T-Shirts Research** – Kelly Copperi
- **Eventbrite/Registration/Attendee Name/Email List/Evaluations** – Kelly Copperi/Cullin Sherman
- **Notebooks/Posters/Promotional Materials** – DeAnn Taylor
- **Swag Bags (250)/Swag Bag Contents / Raffle** – John Joseph/Trisha Marosi
- **Certificates/Photos/Newsletter** – Kelly Copperi/Erin Hidalgo/Stephanie Harris
- **Registration Table/Schedule Cards** – Cullin Sherman/Erin Hidalgo
- **Honor Guard/Singers/Bagpipes** – Kevin Haight/Wendy Berrett/Carmen Boeger

Pipes & Drums

- Day 1 –
- Day 2 –

Honor Guard

- Day 1 –

- Day 2 –
Singers
- Day 1 –
- Day 2 –
- **Photo Booth** – Roxanne Wade/Stephanie Harris
- **Governor Welcome Letter** – Chariman
- **Idaho APCO/NENA Meeting** – Cassie Owens
During lunch of 2nd day of the conference.
- **Travel Coordinator** – Lynn Parker
- **Instructor Gifts**
- **Poster Boards** – Trisha Marosi

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

Lynn Parker confirmed we have pre-paid for the coins, just need to get design to them. Discussed asking ECO's for design ideas through our Facebook page, email list, and at the quarterly trainings.

2023 Conference – Riverside Hotel, Boise –

There are conflicts with Washington and Oregon conferences on the October 16-18 dates.

MOTION: Erin Hidalgo moved, and Roxanne Wade seconded, to accept the 1st choice as October 2-4, 2nd choice October 16-18, and 3rd choice as September. Motion accepted.

Charlene Holbrook did receive confirmation from the Riverside Hotel that the October 2-4 dates are available for contract.

Future Meetings

- December 1, 2021 – Erin Hidalgo moved, Roxanne Wade seconded, to skip the December meeting, Motion passed.
- January 5, 2022 – Idaho Sheriff's Association Conference room, 3100 Vista Ave, Boise.

Open Forum/Discussion

There is an ECO POST Academy December 5th – 17th, with graduation on the 17th at 11:00.

DALF Videos: (Pocatello Police Department and Canyon County S.O. and Whitcom) Contact Lynn Parker if anyone would like to borrow the Denise Amber Lee Foundation videos.

Erin Hidalgo reported Bingham SO has been receiving 911 calls from Aberdeen Washington, same name as city in Bingham County, need to verify state. The also recently received an automated crash notification call from a Sirius XM system, that they reported the location was in Bingham County, after unable to locate the crash, contact was made with occupants of the vehicle involved and verified the actual location was in Riverside California.

Adjourn

MOTION: DeAnn Taylor moved, and Erin Hidalgo seconded that the meeting adjourn. The motion passed.

The meeting adjourned at 1:47 p.m. MST

Lynn Parker
Committee Vice-Chair

Cullin Sherman
Committee Secretary