

PSAP Standards & Training Committee Meeting
ISP, RCCS, Building 7, Meridian Idaho

April 4, 2015

Attendance:

Lt. Kevin Haight, ISP/IECC	Anna Pearson, Fremont County
Cindy Felton, Lewiston PD	Roxanne Wade, Canyon County
DeAnn Taylor, Cassia County	Erin Hidalgo, Bingham County
Carmen Boeger, Nampa PD	Trisha Marosi, ISP
Donielle Whitney, Pocatello PD	Wendy Berrett, Whitcom 911
Kelly Copperi, Valley County	DeLisa Orren, ISP
Laura Claffey, Post Falls	Cortney Dennis, Ada County
Robert Hugi, APCO	

Conference Call:

Mark Enfield, WesTek
Derek Dofelmire, APCO

Review of minutes: The minutes from the last meeting have been reviewed and accepted. Lt. Haight advised that the minutes need to be posted to the website after they are approved. Lt. Haight also advised that we are each representatives of our regions and we need to be sharing information with them.

Financial Report: Wendy advised that she hasn't received anything from the month of January so the financial report is the same from last meeting. We have \$9,378.91 in travel and \$3,177.53 in training.

4th Annual PSAP Seminar:

Sponsor/vendor issues – Mark advised we need to refine the vendor letter and send it out. He reported that about six sponsors have already verbally committed and are just waiting for the vendor letter. Mark, as a vendor representative, can help with anything except booth assignments and handling the money. Trisha said that she will be handling the booth assignments and the money. There was much discussion about vendor floor layouts and sponsorships. Carmen discussed having a scavenger hunt idea to force interaction with the attendees and vendors. She has a bingo card idea that we can use and maybe we could get questions from the vendors beforehand.

On Star reached out to Trisha and said they were interested in donating.

Mark said that there is a website called [regonline](#) where the only form of payment is with a credit card. There is a fee of \$5 to use the site. It is easy to track and payment is required at the time of registration. Trisha and Laura will explore this option.

Trisha asked if we have a conference schedule yet. Carmen said that she will put a generic one together after the meeting today and email it out to everyone.

The vendor reception that is scheduled for the night before the seminar needs to be included on the vendor letter. Erin advised that the verbiage in the letter needs to say seminar not conference. DeLisa will check into the ability to have an outside caterer. DeLisa will also inquire with the hotel about the cost for snacks and staff to help with the vendor receptions. She does have a price list for the breaks.

Attendee bag stuffer items should be shipped ahead of time to ISP RCC. The vendors should donate some item to include in the bags even if it is just literature. We need to highlight donations for raffle prizes/door prizes when we are speaking to vendors/sponsors. All donations need to be received by Oct. 1.

We will need to provide power strips and extension cords if we want to provide power for the booths. The hotel will charge us about \$10 a booth for the power. We may have to add a line item to the vendor form for power that is approximately \$15. We will have to tape extension cords to the floor. Derek advised they have a new contact at the motel and he is very flexible. Robert and Derek advised that APCO can reimburse for the cost of the power strips and cords or Robert can go buy them for us. When Mark is back in town he will go to the motel with the vendor layout and find out exactly what we will need. Trisha encouraged everyone to continue to reach out to their local businesses to sponsor or donate items. Trisha will add a line on the vendor form for the vendors to register as attendees at the seminar. Erin advised that she will add the registration list to the website.

Speakers/breakout – The fee for keynote speaker Mike Kralicek is \$1500. The fee for keynote speaker Ron Price is \$2500. The keynotes will speak for one hour from 8:30 to 9:30. The breakout sessions that have been confirmed are: Dispatch liability course with Bryan Taylor, Understanding Dispatch/Patrol relationships course with Amy keys, IDOC gangs course with Nicole Fraser and an amber alert course with NCMEC. The two long sessions to possibly include an officer survival course with Jamie Burns, Tonna Merrick, Steve Hobbs and Brad Childers and scenario based training with Jason Cantrell.

Facility/Food/AV – DeLisa asked the hotel for an updated food pricing list today. DeLisa advised she checked the availability of the Riverside for the seminar next year for October 17-19, 2016 and discovered that those dates are not available. However, the week of October 10-12, 2016 is available. DeLisa will ask her contact at the Riverside how long they can keep those dates blocked out for us without a formal commitment.

Registration issues: no updates

Binders/Posters/Promos: Donielle asked for bios and logos for the top vendors. The save the date cards have been designed and are ready for the printer. We need a save the date announcement for the vendor reception.

Swag bags: Mark will take care of through the vendors.

Raffle items/Giveaways – Trisha will send a spreadsheet of raffle items out periodically to update us.

The shirts for the PSAP committee members should not have the logo that says annual seminar. They need to have our PSAP logo and our names on the front with the APCO logo on the sleeve.

1st Quarter training: The course “We all make it home” is in Blackfoot on April 8-9 and then Jason Cantrell will be done teaching.

2nd Quarter training: Lt. Haight will teach an Ethics course that starts next week in Nampa.

3rd Quarter training: DeLisa advised that she will contact the Fusion Center to see if they can do a four hour class and if they would be willing to travel.

PSAP Committee Officer Elections: Committee elections will be in May

Future meetings:

May 6, 2015 in Hailey

June 3, 2015 in Canyon County from 11 a.m. to 4 p.m.

Donielle advised that during the week of October 11, 2015 Pocatello PD is going to host Nathan Lee and his Amber Lee foundation class. This is a one day class and tuition is \$135 per person. She will send out an announcement when the date has been finalized.

Dispatcher Certifications:

Lt. Haight advised that at the last IECC meeting Michele Carreras asked if the IECC could look into hiring a consultant using IECC funds to assist with this process. Their legal advisor, Adam Warr, stated that he does not believe that the IECC has the grounding to hire a consultant. It was suggested that the Sheriff’s Association or the Chief’s Association could collaborate and provide financial backing.

Lt. Haight advised that we need to look at the following statutes:

Title 19-5101: Subsection F will have to be drafted and define a dispatcher or telecommunicator.

Title 19-5109: We need to look at sections 5,6,7,8 and 9 which direct P.O.S.T. as to their obligation for training Law Enforcement, Corrections, Probation Etc.

Title 19-5116: Discusses the Peace Officer Standards and Training Council who oversees curriculum. We will need legislative writing that defines subject matter experts.

Title 19-5117: this statute concerns the powers of the Council in reference to Detention Officers. There would have to be a similar statute for Dispatchers.

There is one legislative session a year from January to March or April.

Regional reports: We are waiting for many states to respond to our questions. We need to add a question about surcharges and grandfather clauses. How do they read and what is the verbiage. All of the responses will be put into the spreadsheet and once it is compiled we can analyze and review them.

Erin will send out a survey using survey monkey to all Idaho PSAPs. We compiled a list of questions some of which are as follows:

Is the agency sending their dispatchers to P.O.S.T.? If not, what is the reason why? If not, do they receive other training?

How many dispatchers do they have and how many have completed post.

What number of years do they believe should qualify for the grandfather clause?

What is the number of funded dispatcher positions?

What is the duration of their FTO program?

Are they EMD certified?

Do they have any part-time dispatchers? Do they attend P.O.S.T.?