

**PSAP Standards & Training Committee Meeting
Old County Courthouse, Hailey Idaho**

May 6, 2015

Attendance:

Lt. Kevin Haight, ISP/IECC
Roxanne Wade, Canyon County
DeAnn Taylor, Cassia County
Bruce Bowler, Madison County

Anna Pearson, Fremont County
Carmen Boeger, Nampa PD
Donielle Whitney, Pocatello PD
DeLisa Orren, ISP

Conference Call:

Mark Enfield, WesTek
Trisha Marosi, ISP
Cindy Felton, Lewiston PD

Wendy Berrett, Whitcom 911
Kelly Copperi, Valley County
Derek Dofelmire, APCO

Other Attendees:

Sheriff Len Humphries, Fremont County
Nate Reed, IECC

Robin Stellers, Blaine County
Craig Logan, IECC

Lt. Haight began the meeting with a moment of silence for Sgt. Greg Moore of the Coeur D'Alene Police Department.

Review of Minutes: The minutes from the last meeting have been reviewed and accepted.

Financial Report: Wendy reported that we have \$6201.51 in the travel budget and \$3,177.53 in the training budget. Lt. Haight asked Wendy if she was aware of any outstanding issues with reimbursements. Wendy reported that everything has been fixed. She thanked Nate for his help. The financial report was accepted.

4th Annual PSAP Seminar:

Sponsor vendor issues – Trisha advised that the vendor invitation letter has been sent out. Trisha needs a current sponsor list of those who have donated. The donors need to make checks payable to Idaho APCO and then we need to send the checks to Lt. Haight. Lt. Haight will take them to the APCO treasurer Robert Hugi. When we get sponsors to commit send an email to Trisha, Charlene and Lt. Haight. Trisha made a list of sponsors from her local county fair and suggested that we do the same in our counties so that we may know who would possibly be willing to donate. Bruce suggested checking with the Sheriff's Association to see if they will consider some level of sponsorship. Sheriff Humphries advised to contact Sheriff Chris Goetz. Bruce volunteered to contact him. Carmen will reach out to the Chiefs of Police Association. Cindy advised that she contacted the State FOP and they are unable to donate this year but to keep them in mind for next year. Wendy has contacted Spillman but has not heard back. Carmen tried to call someone at Spillman and had no luck. Donielle volunteered to call Evan with Spillman. Kelly will ask Angie with Computer Arts. Bruce will contact Micro Data. Trisha will contact Plantronics. Cindy has not heard back from Code Red but she will follow up with them and with Blumenthal's as well. Carmen will contact Alert Sense. Mark said that most vendors are awaiting the

registration link. Trisha advised that she doesn't have good emails for many of the vendors so she will have to call them.

Speakers/ breakouts: Carmen handed out a rough draft of the schedule. She advised that we have crunched the class time and keynote speaker time to give the vendors more time. She wanted to know if we were giving the keynote speakers enough time. We have also increased the vendor time by having the vendor reception the night before. Carmen advised that she needs to send this schedule out to the instructors. She needs the name of instructor for the Amber Alert/NCMEC training. DeLisa will provide her with that information. The backup instructor for the Amber Alert/NCMEC training will be Tamara at ILETS. Carmen needs email contacts for the instructors that she does not know. Trisha and Kelly will make contact with Amy Keyes the Dispatch/Patrol Relationships course instructor and Nicole Fraser the IDOC Gangs course instructor. Derek will make contact with the instructor from Price & Associates.

Facility: DeLisa spoke with the people at the Boise Convention Center. They have been bought by Wyndham Resorts and they are remodeling now. DeLisa advised that someone new helped her and she met the Chef. DeLisa felt good about everything when she left. The dates we want at the Riverside for 2106 are not available. We can move the seminar to later in the week of the 17th or have it the week before if we want to have it at the Riverside. The Riverside will hold it until someone comes to them and requests those dates. If this happens, then they will call us first and we would have to sign a contract on the day that they call. If we choose the Riverside hotel we would have to pay for breakfast and we would have to block out a certain number of rooms. The Wyndham (Boise Hotel) includes breakfast and we do not have to block out the rooms in advance. Lt. Haight asked DeLisa if she would follow up with the Wyndham to see if our preferred dates are available next year and if there would be any significant contractual changes. We decided that if we have the seminar at the Riverside next year then it will be the week of October 10th beginning on the Tuesday.

Binders/Posters/Promos: The save the date cards were mailed out and the flyers were in the binders at the ILETS Conference.

Swag bags: Nothing new to report other than that Mark has been working a great deal with the vendors. DeLisa will get brochures from the Boise City area and some NCMEC items.

Certificates/Photos/Newsletter: Nothing new to report. Carmen advised that Diana from Nampa PD will do a newsletter and she will do a little something before as well.

1st Quarter training: The Facility Safety and Personal Security training has been completed. Donielle said that she was not able to attend but her Dispatchers who did attend said they loved it. Carmen said that over 1180 post hours were given for this 4 hour class and there were 295 students. Some of the attendees were from Civil Departments, Parks and Recreation, Juvenile Probation, Fish and Game and Idaho State Parks. These attendees found the course information on the Idaho Prepares website. Carmen advised that she sent out a notice of recognition for the instructor Jason Cantrell.

2nd Quarter training: Dispatcher Ethics taught by Lt. Haight. Lt. Haight said that it is the P.O.S.T. ethics course but he has geared it towards Dispatchers. This course will have more relevance for Dispatchers and perhaps corrections personnel and records personnel. Lt. Haight has taught two classes so far with about 30 total attendees. Carmen and Roxanne reported that their Dispatchers who attended said that it was the best ethics class.

3rd Quarter training: Donielle has an idea for a de-stressing health nutrition type class. Sheriff Humphries suggested someone from IAC who taught a similar class at one of their meetings. He gave Lt. Haight some contact information for someone out of Utah. Trisha advised that Charlene also has a contact from one of the health centers in Kootenai County. Lt. Haight suggested that if we have any difficulties in organizing a course for this quarter then we should just cancel training for this quarter.

Officer Elections: Elections were held for Vice Chair, Secretary and Treasurer. The voting was by secret ballot. The newly elected officers are as follows: Vice Chair is Donielle. Secretary is Anna. Treasurer is Wendy.

Future Meeting:

June 3, 2015 in Caldwell from 0900 -1700

Location: Canyon County Paramedics, 6116 Graye Lane, Caldwell, ID

Dial 208-795-6956 press 1 for conference 1, and then enter 12345

July 8, 2015 – ISP, RCCS, Building 7, Meridian at 1300 hours

Idaho Dispatcher Certification: The certification information that was collected from the other states was put into a spread sheet for comparison. Sheriff Humphries believes that the PSAP Committee needs to set the standards for certification. He advised that the Sheriff's Association has three full time employees that would be willing to help us. Open Discussion followed. We need to make a decision as to the content of our proposal then take it to the Chiefs Association and the Sheriff's Association so that their Attorneys can review it. The Idaho Association of Counties also needs to be in agreement. We need to address the following important areas: a funding source, curriculum, minimum required training hours, CDE requirements, a grandfather clause, requirements for part timers, hiring standards, background checks, de-certification of Dispatchers, and the mechanism for accountability. We should look at the APCO National Standard as well as look to ICRMP.