

IDAHO PSAP STANDARDS & TRAINING COMMITTEE

OFFICIAL MINUTES

A meeting of the Idaho PSAP Standards & Training Committee was held on March 6, 2019, at the Idaho Sheriff's Association conference room in Boise, Idaho.

Commencement

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

Members Present:

- Cindy Felton, Lewiston PD (via Phone Bridge)
- Charlene Holbrook, Post Falls PD
- Cullin Sherman, Madison County SO
- Roxanne Wade, Canyon County SO (via Phone Bridge)
- Wendy Berrett, Whitcom
- Lynn Parker, Jefferson County SO
- Kevin Haight, Idaho State Police
- Kelly Copperi, Valley County SO (via Phone Bridge)
- Hope Lindsey, SIRCOMM

Members Absent:

- Carmen Boeger, Nampa PD
- Trisha Marosi, Idaho State Police
- Erin Hidalgo, Bingham County SO
- DeAnn Taylor, Cassia County SO

Others Present:

- Jennifer Sullivan

Consent Agenda

*Committee Financial Report – Wendy Berrett gave the Committee Financial Report –
Travel - \$ 9,768.60 Training - \$ 3,631.34*

MOTION: Cullin Sherman moved, Charlene Holbrook seconded, that the Committee Financial Report be approved. The motion passed.

2018 Conference Financial Report – Jennifer Sullivan said all fees have been collected. The private donor has not yet submitted their \$5,000.00 commitment for the conference. Kelly Copperi shared that the private donor is back in the area so she will be reaching out to them.

Information Agenda

APCO/NENA Chapter Updates

Jennifer Sullivan said there is a chapter meeting tomorrow in Coeur d'Alene and a following one in May, prior to the IPSCC meeting being held in Pocatello.

Melissa Stroh has completed the award nomination forms to mimic the APCO forms and will be sending them out around May 1st.

Jennifer Sullivan and Melissa Stroh will be attending the upcoming APCO Western Regional Conference in AZ.

Kevin Haight, as the NENA representative, shared that US Representative Norma Torres (D-CA), a former 911 dispatcher, will be presenting a bill named the 911 SAVES Act to the house tomorrow at 1:30 MST. The bill supports the public safety telecommunicators profession and the classifying public safety telecommunicators as Protective Service Occupations instead of Office and Administrative Support Occupations in the Standard Occupational Classification. The Standard Occupational Classification system is designed and maintained solely for statistical purposes, and is used by federal statistical agencies to classify workers and jobs into occupational categories for the purpose of collecting, calculating, analyzing, or disseminating data. Rep. Torres will be livestreaming the event on her Facebook page.

ECO Academy Curriculum – Status Update

Kevin Haight and Carmen Boeger met with the leadership of POST about the costs associated with someone attending the POST academy and whether the tuition should be the same for someone using the online version. Kevin Haight said the meeting was a very positive one.

Kelly Copperi asked about the status of the curriculum. The Legal and Liability course is with Brian Taylor for review. Roxanne Wade said that Stephanie Harris is reviewing the Call Taking course.

Future Meetings

May 1, 2019 – Pocatello – location TBA

June 13, 2019 – Idaho Sheriff's Association - Boise (coincide with POST Academy graduation on June 14, 2019)

July 10, 2019 – Idaho Sheriff's Association – Boise

MOTION: Wendy Berrett moved, Charlene Holbrook seconded, that the previously scheduled April meeting will be cancelled. The motion passed.

Action Agenda

Regional Quarterly Trainings

Q1 – Missing Children / Amber Alert Training – Tanea Parmenter/BCI

Q2 – Purpose over Preference – Andrea Deardon

- Erin Hidalgo is coordinating the dates from all regions. It was discussed that the following needs to be clarified: Date confirmations for all regions, Status of the flyer for the class, and who is getting it on the POST calendar. Roxanne Wade will be sending an email to Erin Hidalgo with the questions.

Q3 – Leadership Class – Kelly Copperi

- Kelly Copperi shared that she is unable to do the training as she is unable to commit to the travel throughout the state due to shortages in her communications center.
- Kevin Haight said that Kim Kane (suicidal prevention) reached out to see if she could do regional training. Wendy Berrett asked if she could include a mental health for first responder’s component to the suicidal prevention class. Kevin Haight will contact Kim Kane.

2019 Conference Venue – Riverside Hotel, Garden City – October 28-30, 2019

Keynotes

- Day 1 – Gordon Graham – 5 Concurrent Themes for Success
- Day 2 – Patrick Calley/Lieutenant of Ada County SO/Chief of Eagle PD – Leadership Class

Proposed Breakouts

- **Long Breakouts**
 - Day 1 –Gordon Graham – Customer Service – Creating Some Wow
 - Day 2 – Patrick Calley – Mindfulness
- **Short Breakouts**
 - Brian Taylor – Court Testimony/Liability
 - Kelly Copperi & Jennifer Sullivan – Bullying
 - BPD Officer Blake Slater - Crisis Intervention
 - NFD/NPD Officer Jason Cantrell - Rescue Task Force
 - NPD Officer Eric Duke – Gang Narcotics Class – Alternative if there is a cancellation

Conference Fundraising Goal - \$30,000

Nothing at this time.

Technical Tracks – Dana Hanford/IPSCC LMR Committee

Assignments

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

A motion was made last meeting that the industry partners will be charged a TBA amount/per person/per day for lunches and snacks in addition to their booth fees. The cost for lunch is \$15.75, snacks is \$5.75 and we pay for the coffee. We are suggesting the amount charged to the industry partners be \$25.00/per person/per day for lunches and snacks in addition to their booth fees.

- **Speakers/Break-Outs/POST Credit Approval** – Carmen Boeger/Roxanne Wade/Kevin Haight
Nothing at this time.

- **Facility/Food/AV Equipment/Scrutiny of Contract & Billing** – Charlene Holbrook/Jennifer Sullivan

Nothing at this time.

- **Welcome Reception**

We discussed the importance of everyone attending to be able to get all their swag bags at the same time of registration to help simplify the process for the attendees.

Wendy Berrett brought up the idea of possibly wearing costumes for Halloween.

- **Tuesday Night Event – BSU Stueckle Sky Center**

Roxanne Wade is waiting for cost information on a singer/band. Once she receives the information she will email it out to the committee members.

Carmen Boeger and Roxanne Wade are working on final costs for the BSU Stueckle Sky Center.

Roxanne Wade will be checking into costs for bus transportation to event.

- **POST Rosters** – Kelly Copperi

Nothing at this time.

- **Eventbrite/Registration/Attendee Name & Email List** – Kelly Copperi/Cullin Sherman

Nothing at this time.

- **Spiral Notebooks/Posters/Promotional Materials** – DeAnn Taylor/Hope Lindsey

Hope Lindsey reported that she and DeAnn Taylor believe the best solution is to have the printer do the spiral-binding of the Conference materials.

- **Swag Bags (300)/Lanyards, Pens, Raffle, Evaluations** – Wendy Berrett/Kelly Copperi

Kelly Copperi asked if Erin Hidalgo can get the Idaho dispatch logo stickers that Erin Hidalgo provided to some attendees last year to see if APCO/NENA Chapter can sell them at the conference. Kelly Copperi will reach out to Erin Hidalgo.

- **Certificates/Photos/Newsletter** – Cindy Felton/Erin Hidalgo

Nothing at this time.

- **Registration Table/Schedule Cards** – Cullin Sherman/Erin Hidalgo

Nothing at this time.

- **Honor Guard/Singers/Bagpipes** – Kevin Haight/Wendy Berrett

Pipes & Drums

- Day 1 – Nampa Police Department & Boise Police Department Pipes & Drums
- Day 2 – Boise Fire Department Pipes & Drums

Honor Guard

- Day 1 – Treasure Valley Honor Guard
- Day 2 – Treasure Valley Honor Guard

Singers

- Day 1 – Maddie Zahm
- Day 2 – Jeff Austin

- **Photo Booth** – Hope Lindsey/Roxanne Wade

Nothing at this time.

- **Governor Welcome Letter** – Kevin Haight

Nothing at this time.

- **Idaho APCO/NENA Meeting** – Jennifer Sullivan

The meeting will be held at lunch on day 2.

- **Travel Coordinator** – Lynn Parker

Gordan Graham may need some transportation coordination provided.

2020 Conference Dates & Location – Coeur d'Alene Inn - October 19-21, 2020

Nothing at this time.

Open Forum/Discussion

DALF Videos: (Madison County and Ada County)

Kevin Haight shared that Nathan Lee will be presenting the Denise Amber Lee training in Ada County on June 11 & 12, 2019.

Kevin Haight shared that there will be a First Responders Conference held on April 11th and 12th in Twin Falls.

Lynn Parker asked about email approval for meeting minutes. We will start approving the minutes by email so we can get them posted in a timely manner.

Adjourn

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

The meeting adjourned at 1:20 p.m. MST

Kevin Haight
Committee Chair

Cindy Felton
Committee Secretary