

# IDAHO PSAP STANDARDS & TRAINING COMMITTEE

## OFFICIAL MINUTES

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A meeting of the Idaho PSAP Standards & Training Committee was held on December 14, 2018, at 10:00 a.m. Captain Kevin Haight called the meeting to order at 10:00 a.m. A quorum was present.

### **Commencement**

Chair Captain Haight called the meeting to order.

### **Members Present:**

- Cindy Felton, Lewiston PD
- Charlene Holbrook, Post Falls PD
- Carmen Boeger, Nampa PD
- Cullin Sherman, Madison County SO
- Hope Lindsey, SIRCOM
- Trisha Marosi, Idaho State Police
- Kelly Copperi, Valley County SO
- Wendy Berrett, Whitcom
- Kevin Haight, Idaho State Police
- Roxanne Wade, Canyon County SO (joined at 11:30 a.m.)

### **Members Absent:**

- DeAnn Taylor, Cassia County SO
- Erin Hidalgo, Bingham County SO

### **Others Present:**

- Nicole Whittaker, Ada County Dispatch
- Jennifer Sullivan, Idaho APCO/NENA Chapter
- Dana Hanford (via Phone Bridge)

### **Consent Agenda**

*2018 Final Committee Financial Report – Travel - \$8,169.40 Training - \$666.03*

*2019 Committee Financial Report – Travel - \$11,981.01 Training - \$3,631.34*

*2018 Conference Financial Report – \$31,725.00 total received. \$38,182.61 total paid out. \$6457.61 is the deficit. West Safety still owes \$1,950.00, Frontier still owes \$350.00, and the private donor has not yet submitted their \$5,000.00 commitment to the conference.*

**MOTION: Carmen Boeger moved, Kelly Copperi seconded, that the Consent Agenda be approved. The motion passed.**

*Trisha Marosi explained the difficulties they experienced with money being collected for the conference by multiple members and then transferring the money to several people. She explained how difficult it was to keep track of the money.*

**MOTION: Carmen Boeger moved, Cullin Sherman seconded, that the committee will designate a member of the PSAP committee to work directly with the APCO/NENA President and they will be responsible for keeping and tracking conference funds. The motion passed.**

## **Information Agenda**

### **APCO/NENA Chapter Updates**

Jennifer Sullivan shared that they are looking for some advertising ideas for the 2021 APCO Western Regional Conference. The following training is being held this year:

- APCO Western Regional Conference - May 6-10, 2019, in Phoenix, AZ
- NENA training summit - May 20-22, 2019, in Boise, ID
- National NENA conference – June 14-19, 2019, in Orlando, FL
- National APCO Conference - August 11-14, 2019 in Baltimore, MD.

### **ECO Academy Curriculum – Status Update**

Carmen Boeger explained they are working with POST on the test questions. Some of the curriculum is still in revision. Roxanne Wade and Carmen Boeger are meeting on Wednesday, 12/19/18, with POST to continue working on the test questions. POST wants 6 questions for each objective. They are anticipating they will be done with the test questions by the end of January.

Kelly Copperi suggested that we coincide the 2 days of ILETS training prior to the POST academy so that those who have not attended ILETS training can get certified prior to the POST academy starting.

Kevin Haight explained that POST is making a one year blanket extension for those who cannot get certified by the end of 2018.

Next POST academy is June 2-14, 2019 in Meridian, ID.

IDLA folks will be meeting next week. They will be building the platform for the online academy version.

### **Future Meetings**

- January 9, 2019 – Boise (ISA)
- February 6, 2019 – (TBA)
- March 6, 2019 (TBA)

## **Action Agenda**

### **Regional Quarterly Trainings**

Suggestions:

1<sup>st</sup> Quarter: Missing children/amber alert training – Kevin Haight will follow up on this

2<sup>nd</sup> Quarter: Purpose over Preference – Kevin Haight will follow up on this

3<sup>rd</sup> Quarter: Leadership class – Kelly Copperi and Cindy Felton will teach

Other option: Crisis Intervention – Carmen Boeger will follow up on this

### **PSAP Conference – Name Change Conversation**

Kevin Haight shared that members of the IPSCC want a statewide conference that encompasses more than just training for dispatchers. Kevin Haight explained to the IPSCC that the current PSAP Conference does have a technical track. Members of the IPSCC are suggesting that the name of the conference be changed from PSAP conference to the Public Safety Communications Conference. The question was asked if the mission of the PSAP Committee with the PSAP Conference will change and the answer to this is not clear.

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

Confirmed

### **Keynotes**

- Day 1 – Gordon Graham - confirmed
- Day 2 – Connie Podesta - suggestion

### **Proposed Breakouts**

- Day 1 – Long Breakout – Gordon Graham - confirmed
- Day 2 – Long Breakout – Pam Thompson
- Brian Taylor – Liability Topics
- Glynnna McGill - Leadership
- Pat Calley - Mindfulness
- ???
- ???
- ???

### **Committee Attends Emergency Communications Officer Graduation at POST**

At 12:40 p.m. all committee members left the meeting to attend the POST graduation.

### **Lunch**

Committee members attended lunch at 2:30 p.m. The meeting resumed at 3:30 p.m.

### **Conference Fundraising Goal - \$30,000**

The conference fundraising goal has been increased to \$30,000.

### **Assignments**

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

Nothing at this time.

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

Nothing at this time.

- **Technical Tracks** – Dana Hanford/IPSCC LMR Committee

Kevin Haight explained that there needs to be a better way to market the technical track information. Dana Hanford will reach out to the LMR Committee Chair Travis Myklebust for assistance.

The meeting was adjourned prior to discussing any of the following topics.

- **Facility/Food/AV Equipment/Scrutiny of Contract & Billing** – Charlene Holbrook/Jennifer Sullivan
- **Welcome Reception** –
- **POST Rosters** – Kelly Copperi
- **Eventbrite/Registration/Attendee Name & Email List** – Kelly Copperi/Cullin Sherman
- **Binders/Posters/Promotional Materials** – DeAnn Taylor
- **Swag Bags (300)/Lanyards, Pens, Raffle, Evaluations** – Wendy Berrett/Kelly Copperi
- **Certificates/Photos/Newsletter** – Cindy Felton
- **Registration Table/Schedule Cards** – Cullin Sherman/Erin Hidalgo
- **Honor Guard/Singers/Bagpipes** – Kevin Haight/Wendy Berrett
  - Day 1 –
  - Day 2 –
- **Photo Booth** – Charlene Holbrook/Hope Lindsey/Jennifer Sullivan
- **Governor Welcome Letter** – Kevin Haight
- **Idaho APCO/NENA Meeting** – Jennifer Sullivan
- **Travel Coordinator** – Hope Lindsey
- **Conference Function** – Carmen Boeger  
BSU Stueckle Sky Center Tour

### **2020 Conference Dates & Location – Coeur d’Alene**

Trisha Marosi will be exploring costs at the Coeur d’Alene resort to compare with the Coeur d’Alene Inn.

### **Open Forum/Discussion**

**DALF Videos:** (Valley County, Madison County, Ada County)  
**John Josephs** – ECO Applicant Idea – Department of Labor

## **Adjourn**

The meeting adjourned at 4:30 p.m.

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Kevin Haight  
Committee Chair

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Cindy Felton  
Committee Secretary