

IDAHO PSAP STANDARDS & TRAINING COMMITTEE

OFFICIAL MINUTES

A meeting of the Idaho PSAP Standards & Training Committee was held on July 10, 2019, at the Idaho Sheriff's Association Building in Boise.

Commencement

Chair Kevin Haight called the meeting to order at 10:04 a.m. A quorum was present.

Members Present:

- Kevin Haight, Idaho State Police
- Cullin Sherman, Madison County SO
- Carmen Boeger, Nampa PD
- Trisha Marosi, Idaho State Police
- Lynn Parker, Jefferson County SO
- Cindy Felton, Lewiston PD
- Erin Hidalgo, Bingham County SO
- Charlene Holbrook, Post Falls PD
- Wendy Berrett, Whitcom
- Kelly Copperi, Valley County SO (via Phone Bridge)

Members Absent:

- Roxanne Wade, Canyon County SO
- DeAnn Taylor, Cassia County SO

Others Present:

- Ali Belden, PERSI Empower Choice 401(k) Plan
- Dana Hanford, The Sales Group, Idaho APCO/NENA Commercial Rep (via Phone Bridge)
- Jennifer Sullivan, Idaho APCO/NENA President (via Phone Bridge)

PERSI Empower Choice 401(k) Presentation

Ali Belden shared the following information reference the PERSI Empower Choice 401(k) Plan:

- The PERSI 401(k) plan is designed to supplement an employee's regular PERSI Base Plan retirement.
- The 401(k) plan is a voluntary, tax-deferred retirement savings plan that allows an employee to save and invest extra money for retirement.
- An employee can set aside some of their income before they pay current taxes.

- An employee can contribute 100% of their compensation or \$19,000 (whichever is less). An employee must contribute a minimum of 1% of their compensation.
- Anyone who is PERSI-eligible through your current employer can start a PERSI 401(k) plan.
- If an employee is age 50 or older during the calendar year, they can contribute up to an additional \$6,000 to their plan account.
- It is recommended to have at least 3 separate retirement fund incomes: i.e. PERSI Base Plan, Social Security and PERSI Choice 401(k) Plan (or any type of personal savings).
- If an employee retires prior to the required Social Security age then the PERSI Choice 401(k) funds can help an employee with the gap between the retirement age and Social Security eligibility.
- Most financial advisors say an employee needs about 70% of their pre-retirement earnings to comfortably maintain their pre-retirement standard of living.
- One major cost is health care costs and a PERSI Choice 401(k) could help offset those costs.
- Inflation: The cost of things could double in a 20 year period: For example: If something cost \$10.00 in 1996, it cost \$13.44 in 2006 and it cost \$18.06 in 2016.
- An employee needs to plan financially for their retirement so they can enjoy their retirement.
- At retirement, an employee can roll over other funds into the PERSI 401(k) fund.
- Withdrawals: As long as an employee is 55 years old and they terminate employment/retire then they can draw the funds out without an early withdrawal.
- An employee can take one lump sum, periodic payments, purchase of base plan service (PERSI allows you to purchase 48 months of service at 90 days prior to retirement) or roll over to another plan.
- For more information go to the PERSI website or www.mypersi401k.com.

Consent Agenda

*Committee Financial Report – Wendy Berrett gave the Committee Financial Report – Travel - \$7,193.40
Training - \$2,483.60*

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

Information Agenda

APCO/NENA Chapter Updates

Jennifer Sullivan shared that following:

- The next Idaho APCO/NENA chapter meeting will be held in Baltimore during the APCO National conference on August 13th. Kevin Haight shared that there are funds available for 5 individuals through the Idaho Office of Emergency Management interested in attending the conference being held August 11-14, 2019.
- Award nominations are open for awards that will be presented at the annual PSAP Conference. Nominations forms can be found on the Idaho APCO/NENA chapter website and facebook page. Nominations need to be received by August 15, 2019.

ECO Academy Curriculum/IDLA – Status Update

Kelly Copperi shared the following:

- She spoke with Stephanie Harris and they need to work on the Customer Service and the GIS/Technology classes.
- There is some duplication in several classes that need to be revised.
- All attendees are required to take the ICS, NIMS and Haz Mat classes prior to attending the Academy so they are eliminating it from classes being taught at the academy.
- The test questions need to be revised as some of them may not be relevant. There are currently 6 questions for each objective.

- Kevin Haight shared that he got a call from POST personnel reference work that needs to be done prior to building the online version.

- Kelly Copperi asked if the instructors could assist with developing the objectives as they are the ones teaching the classes. Kevin Haight will check on this.

- Carmen Boeger shared that they are almost half way through transcribing the POST academy audible that was recorded during the academy held in June 2019.

- Kevin Haight received an email from one of his attendees of the last POST Emergency Communications academy and this attendee stated the following:
 - Attending the academy taught her some important lessons.
 - Every instructor knew their topics very well.
 - One of the benefits was learning the SOP's from other dispatch agencies.
 - POST had many rules and was lax about them.
 - The appearance expectations were not adhered to as there were attendees who had torn pants, torn tennis shoes, flip flops, t-shirts, gaudy jewelry, etc.
 - It took 30 minutes at the beginning of the first day to make sure all attendees completed the required paperwork, which should have been completed prior to the academy starting and this was frustrating for those who had completed it.
 - There was a no phone policy and it was broken continually.
 - Students were instant messaging other class attendees during the class.
 - Some of the rules were not enforced. Her question was why have rules if they are not being monitored?

Future Meetings

MOTION: Carmen Boeger moved, Kelly Copperi seconded, that the August 7th meeting be cancelled. The motion passed.

September 11, 2019 – Cascade – Valley County EOC

Action Agenda

Regional Quarterly Trainings

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

Q2 – Purpose over Preference – Andrea Dearden

Q3 – Suicide Prevention Fundamentals for Idaho – Kim Kane

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

Nothing at this time.

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

All committee members need to meet at 11:00 a.m. on October 27, 2019.

Keynotes

- Day 1 – Gordon Graham – 5 Concurrent Themes for Success
- Day 2 – State Representative Rick Youngblood – Always Be Humble & Kind

Proposed Breakouts

- **Long Breakouts**
 - Day 1 –Gordon Graham – Customer Service – Creating Some Wow
 - Day 2 – NPD Officer Jason Cantrell & NFD Kirk Carpenter – Rescue Task Force
- **Short Breakouts**
 - Brian Taylor – Court Testimony/Liability
 - Kelly Copperi & Jennifer Sullivan – Bullying
 - BPD Officer Blake Slater - Crisis Intervention
 - NPD Eric Duke & NPD Officer Jason Cantrell – Officer Involved Shootings

Conference Fundraising Goal - \$30,000

Trisha Marosi shared that we have received \$15,900 thus far. We have two platinum sponsors, Motorola Solutions and WesTek. Commercial Electronics and The Sales Group are gold sponsors.

Technical Tracks – Dana Hanford/IPSCC LMR Committee

Dana Hanford said they are close to finalizing the technical track training list.

Assignments

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

Nothing at this time.

- **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**

Will be held on October 28, 2019 from 1800-2000 hours.

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

- \$2,320.00 – Room Charge
- \$50.00 – AV Equipment
- \$240.00 – Operations Equipment (Stage, etc.)
- \$100.00 – Bar / 2 employees @ \$17.00/hour
- \$600.00 – (Kill-A-Brew Band)
- \$50.00 – Tour of the Blue Turf
- \$159.60 – Sales Tax
- \$17.99-\$30.00/person – Buffet
- Attendees will be charged \$25.00/person

Tour of the BSU blue turf starts at 5:30 p.m. with dinner following at 6:30 p.m. and the band starting at 7:00 p.m.

- **POST Rosters** – Kelly Copperi

Nothing at this time.

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

Registration opened on July 1, 2019.

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

Nothing at this time.

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

Nothing at this time.

- **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** – Roxanne Wade

Nothing at this time.

- **Governor Welcome Letter** – Kevin Haight

Kevin Haight has received Governor Welcome Letter.

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

The meeting will be held at lunch on day 2.

- **Travel Coordinator** – Lynn Parker

Kevin Haight shared that we will need to provide transportation for Gordon Graham. Lynn needs contact information for Gordon Graham.

Rule of 80 Discussion – Kevin Haight

Kevin Haight shared the following:

- He met with Vaughn Killeen from the Idaho Sheriff's Association this morning and Vaughn gave him a copy of what the cost increase would be for the total number of dispatchers throughout the state (date is from 2017) and the total cost to all agencies would be \$73,000. \$340,000 would be the cost to the employees. We would need to update the figures for 2020.
- They fully expect to pursue it this next session.
- Vaughn Killeen plans to be more directly involved in this endeavor.
- Kevin Haight will let us know when we can start sending letters to the legislation members, possibly January 2020 timeframe.
- The 911 fee integrity act is still sitting in committee from 2018 and the 911 saves act is still sitting in the house committee.

Open Forum/Discussion

DALF Videos: (Madison County) Contact Kevin Haight if anyone would like to borrow the Denise Amber Lee Foundation videos.

First Responders Conference:

Kevin Haight shared that the First Responders Conference is being held in Boise September 16-17, 2019. Kelly Copperi will design a flyer containing “Save the Date” information about the upcoming PSAP Conference that can distributed at the First Responders Conference.

PSAP Committee Ad Hoc Positions:

Kevin Haight shared that Michelle Carreras, the Program manager with the Idaho State EMS Communications Center, had shared with him that someone on her staff would like to have an Ad Hoc position on the PSAP Committee and he also received a letter from INL (Idaho National Laboratory) who would like a person as a voting member or Ad Hoc member on the committee.

Carmen Boeger and Charlene Holbrook said that they know of others who are interested in being on the committee. There is already a process in place for a formal voting position but not the Ad Hoc position. Carmen Boeger said that she would recommend that if we were going to open up an Ad Hoc position then we need to open it up to all who may be interested to be fair. Erin Hidalgo recommended that if we allow Ad Hoc positions that we limit the number of Ad Hoc members and that the Ad Hoc members are responsible for their own travel fees. Ad Hoc members are non-voting members. Kevin Haight recommended that we don’t have Ad Hoc positions. Kelly Copperi suggested that if there are those who would like to help and we need assistance then we could ask people to assist the committee member. It was decided that we would not be adding any Ad Hoc positions to the PSAP committee.

Vacancy in District 4:

Kevin Haight sent a letter went out to District 4 and District 5 announcing the District 4 vacancy and did not receive any interest by the deadline was July 5th. When the committee had an opening in District 5 we received 2 letters of interest (Lynn Parker and Stephanie Harris). Lynn Parker was selected for the District 5 vacancy.

MOTION: Carmen Boeger moved, Erin Hidalgo seconded, that the committee accept the application from Stephanie Harris that was previously received and Kevin Haight will contact her and her supervisor to see if she is still interested. If not, Kevin Haight will send out another request statewide for other nominations. The motion passed.

The Blue Alert System –

Cindy Felton asked if anyone had any information on the procedures for the Blue Alert System. Kevin Haight shared that it is on the same system as the Amber Alert system. He said that when the new procedures for Amber Alerts are completed then we would have the procedures for the Blue Alert System too. It will be done through CPI. There is no estimated date.

2020 Quarterly Training –

Kelly Copperi asked if 2020 quarterly training discussion could be added to the September meeting agenda.

Adjourn

MOTION: Charlene Holbrook moved, and Kelly Copperi seconded that the meeting adjourn. The motion passed.

The meeting adjourned at 14:40 p.m. MST

Kevin Haight
Committee Chair

Cindy Felton
Committee Secretary