

IDAHO PSAP STANDARDS & TRAINING COMMITTEE

OFFICIAL MINUTES

A meeting of the Idaho PSAP Standards & Training Committee was held on December 12, 2019, at the Ada County ECC, Meridian, Idaho.

Commencement

Chair Kevin Haight called the meeting to order at 10:02 a.m. A quorum was present.

Members Present:

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

Members Absent:

- Erin Hidalgo, Bingham County SO
- Stephanie Harris, Pocatello PD

Others Present:

- Cassie Owens, Ada County SO
- Nicole Whittaker, Ada County SO
- John Joseph, Idaho APCO/NENA Commercial Partner
- Jennifer Sullivan, Idaho State Police, Idaho APCO/NENA President (via Phone Bridge)

Consent Agenda

Committee Financial Report – Kevin Haight gave the Committee Financial Report – Travel - \$12,101.47 and Training - \$5,209.26.

MOTION: Cullen Sherman moved, Carmen Boeger seconded, that the Committee Financial Report be approved. The motion passed.

Information Agenda

APCO/NENA Chapter Updates

Jennifer Sullivan shared that the Idaho APCO/NENA Chapter is working on the 2021 APCO Western Regional Conference website (www.2021apcowrc.org) and floor plans.

ECO Academy Curriculum/IDLA – Status Update

Kevin Haight spoke to Dustin Leverett with POST approximately 2 weeks ago and he is close to completing the online academy. Kelly Copperi has completed her curriculum and Stephanie Harris has some left to complete.

Nicole Whittaker and Cassie Owens with Ada County SO met with POST last week and will certify their in-house training academy for their employees. It is a 9 week program with the capacity for 45 students. Their first academy starts February 3, 2020.

Kevin Haight shared that while working on his thesis he discovered that there are only 12 states in the United States that requires hiring standards for Emergency Communications Officers and Idaho being one of those states.

Future Meetings

MOTION: Kelly Copperi moved, Roxanne Wade seconded, that the January 8, 2020 meeting be cancelled and the next meeting will be February 5, 2020. The motion passed.

Action Agenda

Regional Quarterly Trainings

Q1 – Fusion Center – Carmen Boeger is working on the flyer.

Q2 – Rescue Task Force/Critical Incident Training – Jason Cantrell, Nampa Police Department (Tentative)

Q3 – PTSI Training – Ada County SO (Tentative)

Other suggestions for quarterly training:

- State Comm capabilities
- Kevin Haight, Ethics training

2019 Conference Financials

End of year funding for 2019 PSAP Conference:

Total Received Vendors	\$31,460.00
Total Received Ticket Sales	\$4,503.93
Total Spent	-\$35,817.91
Ending Total	\$146.02

Trisha Marosi shared that we have not received the \$400.00 vendor funding from FirstNet.

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

- Kevin Haight shared that Washington changed their conference dates to start on October 21, 2020. This may cause a conflict for some of our industry partners.
- All committee members need to meet at 11:00 a.m. on Sunday, October 18, 2020.

Keynotes

- Day 1 – TBA
- Day 2 – TBA

Suggestions:

- Brody Young – Utah Park Ranger (#1) – Cindy Felton will make initial contact.
- Doug Showater (#2)
- Dr. Michelle Lilly – 911 PTSD/PTSI (#3)
- Pam Thompson – Hospital Administrator
- Andrea Dearden – Ada County SO
- Todd Carlson – Tomb of the Unknown Soldier
- ? Neilson – (Roxanne Wade)
- Adam Timm

Proposed Breakouts

- **Long Breakouts**
 - Day 1 – TBA
 - Day 2 – TBA
- **Short Breakouts**
 - TBA
 - TBA
 - TBA
 - TBA

The proposed breakouts will be discussed at the next meeting.

Conference Fundraising Goal - \$35,000

- We currently have approximately \$1,176 in the PSAP Conference fund.
- We will increase the conference fundraising goal to \$35,000.
- If we decided to do a Call for papers Trisha Marosi shared that we would need to put the call for papers out by October and have them due by January.

- John Joseph suggested to have the Kootenai County Mobile Communications Center Unit available on day 2 for attendees to tour during a particular time frame that doesn't take away from industry partner time.
- Roxanne Wade suggested that we reach out to the Chief's and Sheriff's associations for funding for the PSAP conference.

Technical Tracks – John Joseph/IPSCC LMR Committee

Nothing at this time.

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

- **Welcome Reception**

Will be held on October 19, 2020 from 1800-2000 hours.

- **Tuesday Night Event** – Charlene Holbrook

Some suggestions for the Tuesday Night Event. Charlene Holbrook will check on costs/availability for the following.

- Coeur d'Alene Lake Boat Cruise
- Cedars Floating Restaurant
- Coeur d'Alene Resort – Dinner & Band
- Golf Course – Dinner & Band

- **POST Rosters** – Kelly Copperi

POST rosters need to be signed only by those attending the conference.

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

- Consider having an app for attendees to use during the conference.
- Kelly Copperi will be checking into other registering companies.

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

Nothing at this time.

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

Carmen Boeger suggested including a Conference Survival Kit in the swag bags.

- **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 – TBA
- Day 2 – TBA

Honor Guard

- Day 1 – TBA
- Day 2 – TBA

Singers

- Day 1 – TBA
- Day 2 – TBA

- **Photo Booth** – Roxanne Wade/Stephanie Harris

Nothing at this time.

- **Governor Welcome Letter** – Kevin Haight

Nothing at this time.

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

Nothing at this time.

- **Travel Coordinator** – Lynn Parker

Nothing at this time.

2021 PSAP Conference – Boise, Idaho

- The 2021 PSAP Conference will be the 10th annual conference.
- Need to set dates for 2021 conference.

Rule of 80 Discussion – Kevin Haight

Nothing at this time.

Open Forum/Discussion

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

DRE Program: Kevin Haight shared that they are doing a test pilot in the Boise area that will eventually go statewide. Each dispatch center will be given a login and password access to Code Red so that a dispatcher can go into the system and send a message to all DRE's in a particular area.

The test pilot will begin February 1st, 2020.

Each agency will set their own parameters for their agency DRE's as far as how/where their DRE's can respond.

Once the dispatcher sends the message through Code Red everyone on the call list will know who is responding and then the responding DRE will contact the officer on the scene directly for location and other needed information.

Facebook Page

Carmen Boeger asked us to share information related to the public safety communications profession for the Facebook page.

Idaho APCO/NENA Award Winners

Carmen Boeger asked if we could get information reference to the nominations received for the Idaho APCO/NENA awards so everyone knows why someone receives the award. Possibly put the information in the conference program book. Melissa Stroh is checking on this.

Adjourn

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

The meeting adjourned at 15:55 p.m. MST

Kevin Haight
Committee Chair

Cindy Felton
Committee Secretary