

IDAHO PSAP STANDARDS & TRAINING COMMITTEE

OFFICIAL MINUTES

A video/tele-conference meeting of the Idaho PSAP Standards & Training Committee was held on May 6, 2020. The committee was unable to meet in person due to the COVID-19 restrictions.

Commencement

Chair Kevin Haight called the meeting to order at 10:05 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
- Lynn Parker, Jefferson County SO
- Cindy Felton, Lewiston PD
- Wendy Berrett, Whitcom
- Trisha Marosi, Idaho State Police
- Erin Hidalgo, Bingham County SO
- DeAnn Taylor, Cassia County SO
- Charlene Holbrook, Post Falls PD

Members Absent:

- Stephanie Harris, Pocatello PD
- Kelly Copperi, Valley County SO

Others Present:

- Jennifer Sullivan, Idaho State Police, Idaho APCO/NENA President
- Mandy Johnson, Idaho Falls & Bonneville County 911
- Treena Strong, Idaho Falls & Bonneville County 911
- Cheryl Anderson, Idaho Falls & Bonneville County 911
- Stephen Smith, Idaho Falls & Bonneville County 911
- Sheri Glick, Idaho Falls & Bonneville County 911
- Andi Anderson, Idaho Falls & Bonneville County 911
- Dana Hanford, Industry Partner
- Denise King, Idaho State Police
- Michelle Carreras, Idaho State Communications
- Robin Stellers, Blaine County SO
- John Joseph, IPSCC LMR Committee

Consent Agenda

Committee Financial Report – Wendy Berrett gave the Committee Financial Report through March 31, 2020 – Travel - \$9,751.36 and Training - \$5,209.26.

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

Information Agenda

APCO/NENA Chapter Updates (www.2021apcowrc.org)

Jennifer Sullivan shared the following about the Idaho APCO Western Regional Conference (WRC):

- The Idaho WRC committee members are waiting to see if the National APCO conference will occur.
- Planning meetings for the WRC committee members will begin in the near future.
- Motorola has committed to being a platinum sponsor for the WRC.

ECO Academy Curriculum/IDLA

Kevin Haight shared that the Emergency Communications Officer Academy scheduled in June has been postponed due to the COVID-19 restrictions. Carmen Boeger shared that there had been 17 applicants registered for the academy.

The online academy is up and running. Erin Hidalgo and Cullin Sherman have been working on some update changes to the technology classroom materials.

Carmen Boeger shared that Ada County is planning an in-house academy in July 2020.

PSAP Committee Officer Elections:

MOTION: Erin Hidalgo moved, and DeAnn Taylor seconded the nomination of Carmen Boeger for the Vice Chair position. The motion passed.

MOTION: Carmen Boeger moved, and Erin Hidalgo seconded the nomination of Wendy Berrett for the Treasurer position. The motion passed.

MOTION: Erin Hidalgo moved, and Wendy Berrett seconded the nomination of Cindy Felton for the Secretary position. The motion passed.

Action Agenda

Regional Quarterly Trainings

Q1 – Fusion Center – Bret Kessinger

Q2 – Active Shooter – Jason Cantrell, Nampa Police Department

- This was cancelled due to the COVID-19 pandemic.

Q3 – Critical Incident Training – Jason Cantrell, Nampa Police Department

- It was recommended that we move this class to Q3 since it was cancelled in Q2.

Q1 2021 – Trauma and PTSD Training – Dr. Christen Ann Kishel, Psychologist, PhD

Charlene Holbrook will follow up with Dr. Kishel to see if she is available to teach the class during the first quarter of 2021.

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

- All committee members need to meet at 11:00 a.m. on Sunday, October 18, 2020.

Kevin Haight asked to have a discussion/awareness about whether agencies will financially be able to send employees to the PSAP Conference due to the financial holdbacks most city/county/state agencies are facing due to COVID-19. During the discussion the majority of agencies do not have clear guidelines on potential financial holdbacks at this time.

Keynotes

- Day 1 – Michelle Lilly, PhD. – (Current Research Evidence on Health in 9-1-1)
- Day 2 – Kyle Plush Foundation (Ron & Jill Plush) – Be Your Best Self

Proposed Breakouts

- **Long Breakouts**
 - Day 1 – Michelle Lilly, PhD. – Individual & Organizational Interventions for 9-1-1
 - Day 2 – Pam Thompson – Leadership
 - Pam Thompson joined the conference call to discuss ideas for her breakout session.
- **Short Breakouts**
 - Human Trafficking – Detective Guy Baker – Missoula PD
 - Excited Delirium – Chad Sarmiento – Retired from Ada County / works for ICRMP
 - Patrol/Fire Relations & Field Unit Safety – Captain Longo
 - Emerging Communications Round Table – All committee members – Kelly Copperi

Conference Fundraising Goal - \$35,000

Trisha Marosi shared we have \$11,400 committed funds thusfar.

Technical Tracks – John Joseph/IPSCC LMR Committee

John Joseph shared the following:

- He has sent out requests for technical track speakers.
- He has received a few responses from industry partners.
- Since it is his first year working with the committee, Dana Hanford has been assisting him.

Kevin Haight requested that we get the conference information out to IT employees in hopes of having an increased number of attendees for the technical tracks.

Assignments

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

Nothing at this time.

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

Carmen Boeger requested that any committee member who was working with a speaker for the conference should contact the speaker for their photo and bio. She explained that it has caused confusion in the past years when multiple PSAP Committee members are contacting each speaker for various things.

Carmen Boeger will pursue getting POST credit approval.

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

Nothing at this time.

- **Welcome Reception - October 19, 2020 / 1800-2000 hours** – Kelly Copperi

Nothing at this time.

- **Tuesday Night Event** – Charlene Holbrook

It was suggested that the Tuesday night event be a dinner with a band or comedian. Trisha Marosi will check with a band or comedian that she is familiar with. As a backup plan, Roxanne Wade will reach out to the band from last year's conference.

- **POST Rosters** – Kelly Copperi

Nothing at this time.

- **Sweatshirts/T-shirts Research** – Kelly Copperi

Nothing at this time.

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

Nothing at this time.

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

DeAnn Taylor needs all materials for the binders ***no later than September 7, 2020.***

- **Swag Bags (250)/Swag Bag Contents / Raffle** – John Joseph/Trisha Marosi

Dana Hanford said he will reach out to AVTEC to see if they will donate 300 swag bags. It was suggested to not have the date printed on them so they can be used for multiple years.

John Joseph will be checking with industry partners for lanyards.

Kevin Haight shared that last year we were lean on industry partners donating gifts for the raffles. John Joseph and Dana Hanford will attempt to get more gifts donated for this upcoming conference.

Erin Hidalgo reminded everyone that committee members are responsible for bringing one or two raffle items to the conference.

- **Evaluations** – 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 – CDA Pipes & Drums
- Day 2 – CDA Pipes & Drums

Honor Guard

- Day 1 – Joint Agency Honor Guard
- Day 2 – Joint Agency Honor Guard

Singers

- Day 1 – Gracie Richard
- Day 2 – TBA – Trisha Marosi will be working on this

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

The theme will be “Larger than Life”.

- **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.

- **Instructor Gifts** – Erin Hidalgo

Erin Hidalgo asked for clarification that gifts are only presented to those speakers who volunteer their time to speak at the conference.

- **Poster Boards** – Trisha Marosi

Nothing at this time.

2021 Conference Dates & Location – Riverside Inn/Boise – October 18-20, 2021

- **10th Anniversary Challenge Coin** – Carmen Boeger
 - Cindy Felton had previously sent pricing and sample of coins to the PSAP Committee members for review.
 - Carmen Boeger recommended that we purchase a minimum of 300 coins.
 - It was suggested that we ask for coin design recommendations via our Facebook page.

Future Meetings

- June 3, 2020 (Video Conference meeting)
- July 8, 2020

Open Forum/Discussion

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

FaceBook Page: As a reminder, if anyone has information to be posted on the Idaho PSAP Committee FaceBook page send the information to either Carmen Boeger or Erin Hidalgo.

Adjourn

MOTION: Carmen Boeger moved, and DeAnn Taylor seconded that the meeting adjourn. The motion passed.

The meeting adjourned at 15:08 p.m. MST

Kevin Haight
Committee Chair

Cindy Felton
Committee Secretary