

# IDAHO PSAP STANDARDS & TRAINING COMMITTEE

## OFFICIAL MINUTES

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A video/tele-conference meeting of the Idaho PSAP Standards & Training Committee was held on June 3, 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 10:07 a.m. MST. A quorum was present.

### **Members Present:**

- Kevin Haight, Idaho State Police
- Cullin Sherman, Madison County SO
- Carmen Boeger, Nampa PD
- Lynn Parker, Jefferson County SO
- Cindy Felton, Lewiston PD
- Wendy Berrett, Whitcom
- Trisha Marosi, Idaho State Police
- Kelly Copperi, Valley County SO
- Stephanie Harris, Pocatello PD
- Roxanne Wade, Canyon County SO

### **Members Absent:**

- Erin Hidalgo, Bingham County SO
- Charlene Holbrook, Post Falls PD
- DeAnn Taylor, Cassia County SO

### **Others Present:**

- Jennifer Sullivan, Idaho State Police, Idaho APCO/NENA President
- Dana Hanford, Industry Partner
- Dave Taylor, City of Lewiston/Nez Perce County 911 Coordinator
- Michelle Carreras, Idaho State Communications
- John Joseph, IPSCC LMR Committee

### **Consent Agenda**

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

**MOTION: Carmen Boeger moved, Lynn Parker seconded, that the Committee Financial Report be approved. The motion passed.**

## Information Agenda

### APCO/NENA Chapter Updates ([www.2021apcowrc.org](http://www.2021apcowrc.org))

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

- The conference attendee and vendor registration is open.
- The committee is working on the evening event.
- The Washington and Oregon annual conferences this fall have been cancelled. Dana Hanford shared that Washington will have some type of virtual conference.
- The national APCO conference is still occurring in Florida in August.

Jennifer Sullivan asked if we could improve the manner in which the Idaho APCO/NENA chapter awards are presented at the annual PSAP conference. She explained that she had received input from attendees that the award presentations seem rushed and that the attendees would like more information from the nomination so attendees understand why the recipient was selected. The following was discussed:

- Dana Hanford shared that national conferences typically give the awards out during the banquet and suggested we could give them out during a lunch break.
- Kevin Haight suggested that if the morning program was structured a bit more then we could add a few more minutes to the award presentation time so that a summary of the nomination received could be provided to the attendees.
- Trisha Marosi suggested the award recipients could be assigned to sit at the front of the room to eliminate the awkward waiting time for them to walk up to the front of the room and that the nominations summary could be read while the recipient is walking to the front of the room.
- Jennifer Sullivan suggested that a pre-recorded message could be utilized while the recipient is walking up to the front of the room and photos are taken.

### ECO Academy Curriculum/IDLA

Kevin Haight shared that Emergency Communications Officers throughout the state are taking the online ECO academy, successfully passing the academy and receiving their Idaho certification.

The June 2020 Idaho POST ECO academy was postponed to November 2020 due to COVID-19.

Ada County Communications Center is holding an academy in July 2020. There is a \$250.00 cost to the academy for those who would like to attend.

Idaho POST will not be issuing extensions for the remainder of the year.

## 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

- Carmen Boeger will be meeting with Jason Cantrell next week and will solidify dates with PSAP committee members following the meeting.

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

**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.*

- IPSCC meeting on morning of October 22, 2020 in CDA, after conference.

**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
- **Short Breakouts**
  - Human Trafficking – Detective Guy Baker – Missoula PD
  - Excited Delirium – Chad Sarmento – ICRMP
  - The Incredibles: Your Next Gen of Staffing – Maureen Dieckmann - Motivations
  - Emerging Idaho Issues Round Table – All committee members – Kelly Copperi

**Conference Fundraising Goal - \$35,000**

Trisha Marosi shared the following:

- \$11,400 committed funds with \$6,850 paid thus far.
- 13 vendors committed.
- 15 booths committed.

**Technical Tracks** – John Joseph/IPSCC LMR Committee

John Joseph shared the following:

- He put out a call for papers and received only a few back.
- He reached out to an instructor from Cal Poly who teaches various classes on Cyber Security topics. They provide a security awareness certification class that is 1 hour and would cost the attendee approximately \$200.00. He is recommending this class for the Idaho APCO WRC.

- He spoke with Next-Gen 911 in California and they would be willing to do some type of virtual training.
- 12 speakers have expressed interest in teaching.

Dave Taylor mentioned that they are trying to find training that all attendees could attend.

Dana Hanford will reach out to someone from FirstNet to see if they would be willing to teach a technical track.

Kevin Haight shared that stage 1 of the NG911 technology statewide plan has been approved by the IPSCC.

### **Assignments**

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

Nothing at this time.

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

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

Kelly Copperi will check on pricing for a welcome sign for the reception.

- **Tuesday Night Event** – Charlene Holbrook

Trisha Marosi shared the following:

- Powers musical group and Jacob Maxwell – 3 hours for \$3,000.
- DJ Ward Crawford – 3 hours for \$250.

Roxanne Wade shared the following:

- Zach Forsman Band – 3 hours for \$1,100 and the cost of hotel rooms.

Food would be approximately \$19-25/person and we will plan on having a no host bar available.

- **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 (300)/Swag Bag Contents / Raffle** – John Joseph/Trisha Marosi  
*All committee members are responsible for bringing at least one raffle item to the conference.*

- Dana Hanford shared that AVTEC will provide 300 swag bags.

- **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 – ISP Sergeant Justin Scotch

- **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  
*During lunch of 2<sup>nd</sup> day of the conference.*

Nothing at this time.

- **Travel Coordinator** – Lynn Parker

Nothing at this time.

- **Instructor Gifts** – Erin Hidalgo

Nothing at this time.

- **Poster Boards** – Trisha Marosi

Nothing at this time.

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

- **10<sup>th</sup> Anniversary Challenge Coin** – Carmen Boeger

Nothing at this time.

### **Future Meetings**

- 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 Stephanie Harris seconded that the meeting adjourn. The motion passed.**

The meeting adjourned at 12:14 p.m. MST

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Kevin Haight  
Committee Chair

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Cindy Felton  
Committee Secretary