

Washington State E911 Advisory Committee

Training Subcommittee

September 16, 2014

Camp Murray, WA

1:00 pm – 4:00 pm

Attending in Person:

Lisa Caldwell, Columbia County, Co-Chair
Kathleen Slaybaugh, Garfield County, Co-Chair
Laura Caster, Snohomish County
Tim Martindale, Pacific County
Amy Sullivan, Spokane County
Kim Lettrick, Benton County
Arica French, Kittitas County
Cory Ahrens, WA ST Criminal Justice Training Center
Debbie Mealy, WA ST Criminal Justice Training Center
Donna Barnes, Washington State Patrol

Attending by Conference Bridge:

Kayreen Lum, King County

State Office in Attendance:

Ziggy Dahl and Kim Mask

Finalize Mission Statement

Lisa Caldwell asked the subcommittee if they wanted to include the makeup in the mission statement. The subcommittee all agreed not to include this.

Make up of Membership

- At one time, this subcommittee had gotten larger and work became difficult. The chair decided to scale back membership and remove CJTC trainers due to conflict with negotiating state contracts.
- It is valuable to have CJTC trainers attend meetings due to background knowledge and experience but not to have them as voting members.
 - When discussions come up pertaining to state contracts, it is possible to ask CJTC trainers to recuse themselves from the meeting.
- Ziggy suggested labeling CJTC trainers as advisors to the subcommittee since it would not be wise to include them due to their knowledge.
- King County would like to have one representative included on the subcommittee.
- It was suggested to follow the representation for membership using the same format that EMPG uses; adding the Advisory Committee member. The table has been uploaded to OneDrive.

Contract Discussion

- Bill Peters wanted to know if Hearing, Speech and Deafness Center (HSDC) were doing adequate training.
- HSDC attended the previous meeting. Lisa noted that she had discussions with someone that had the training brought to their center and it was “amazing”.
 - Kayreen noted that she normally has had good feedback from the trainings but would like to see them add more relay into the training.
- HSDC RFP – Will it state what the trainings will look like or how many trainings it will consist of?
 - Would like to add as an agenda topic for the next meeting to discuss what works and doesn’t work.

FY 2014 CJTC Contracts –

- Lisa inquired about the award amount for this contract. She wanted to know how many classes were held, how many were cancelled, and what the deliverables were.
 - Victoria, from the state office was able to provide a spreadsheet with documentation of all the requested information.
 - This started the discussion about whether to use in-house T1/T2, in-house instructors or cadre instructors and if it would be reimbursed by the state office.
- It was recommended to remove the language referring to certification of attendance or completion (CJTC does not offer a certificate of completion).
- Classes are paid per class, not per attendee. Some classes are only held twice per year. If one cancelled, is there the possibility of it being rescheduled?
- It was asked if this is a need to hold the two CTO trainings; one on each side of the state.
- If this is possible, could the number of attendees be lowered to ensure the course would not be cancelled due to low attendance?

APCO/NENA Certification Committee

- This originally was a part of this subcommittee prior to being moved to WA-APCO/NENA Chapter.
- Briefed at the Director’s meeting during Summer Conference. The goal is to achieve mandatory certification statewide.
- Garfield County (Kathleen Slaybaugh) was invited to become a part of this committee as there wasn’t representation from any small counties. Would like more interaction for other small counties.

Homework assigned by Chair

- Lisa will look for email with language referring to mission
- Review voting membership
- Hearing, Speech, and Deafness Center ideas
- Recommend to state office referring to use of call taker or telecommunicator. Which one would prefer to be used?

- Recommend CJTC regional training with a minimum of eight trainings.

Next meeting is scheduled for Tuesday, November 18, 2014 at Camp Murray.

